

Ambassador Meeting Minutes

Date: 29th June 2026

Location: Mrs Sampson's Office

Present: Sophie, Sahra, Evie, Amber, Daisy and Mrs Sampson

What We Discussed

Ambassador Interviews

- We talked about interviewing children who apply to become Ambassadors next year.
- Mrs Sampson will make a list of possible interview questions.
- We will read through them and choose the best ones together.
- Next week we will create a PowerPoint to explain the Ambassador roles to everyone.

Helping at Lunchtime

- We would like to help younger children at lunchtime.
- We discussed:
 - Helping children use the salad bar.
 - Helping with ketchup, as lots of spoons end up in the bowl!
- Mrs Sampson will ask Lorraine which days ketchup is served so we can make a rota.

Assembly Monitors

- We liked the idea of Ambassadors looking for children who show our school values during assembly.
- Each Ambassador could watch one class and write down the names of children showing kindness and respect.
- Those children would receive a sticker after assembly.
- We agreed this would work best for Reception to Team 5.

Choosing New Ambassadors

- We talked about how applications will be sorted:
 - Yes
 - Maybe
 - No
- We also discussed asking extra questions in interviews if needed.
- We agreed that interviews should be fair and give everyone a chance to shine.

Sports Day

- Ambassadors will offer to help Mrs Collins put equipment away after Sports Day.
- We will also:

- Help younger children if they feel nervous or upset.
 - Encourage everyone to do their best.
- We suggested having a large points board for Sports Day.

Actions Before Next Meeting

- Mrs Sampson will prepare interview questions.
- Ambassadors will choose the best questions.
- Mrs Sampson will ask Lorraine about ketchup days.
- Ambassadors will speak to Mrs Collins about helping on Sports Day.
- We will meet next week to finish the Ambassador PowerPoint.

Our Next Meeting

Next week during Monday assembly.

Thank you to everyone for your brilliant ideas and for thinking carefully about how we can make our school an even better place.