



Student Council Meeting

Project: 'Check in' meeting and Summer Holiday Newsletters

17th July Student Council meeting via Zoom

'Check in' meeting and discussion of ideas for a supportive summer holiday message to send to students.

Many ideas put forward including:


- Daily / weekly newsletter
- Daily / weekly video
- Regular news updates e.g. News Tuesday

Following an email correspondence with Mrs Carter it was decided to focus on one task that could be produced well, rather than a task that would impact our summer holiday and time to rest.

The project proposed was a weekly newsletter / leaflet to students with suggestions for activities to do at home over the summer holiday. This idea was dependent on enough people signing up to produce something every week; so the first step was to ensure enough members of the Student Council signed up to fulfill the project.

To coordinate and support the production of the 'PHSG Student Council Summer Holiday Newsletters' a Student Council Google Classroom was set up. The first task was to ask the Student Council to sign up to the timetable document, volunteering to write a newsletter or section of a newsletter. Zoe volunteered to write the first week on mindfulness with a general introduction on the purpose of the newsletters, explaining the Student Council would be producing a newsletter on different topics every week.

For each newsletter, one person was asked to sign up on the timetable document as a 'writer' responsible for writing the newsletter that week. Initial topics were proposed for each of the six weeks. A few topics were amended so that each of the writers signed up for a topic they were keen to take on. To support the writer, members of the Student Council signed up as 'helpers', others signed up as 'promoters' who would mention our weekly newsletters to school friends and share on social media.



Deadlines were agreed. Each newsletter would be produced by midday on Wednesday to allow time for it to be reviewed and edited by Zoe and proofread by Mrs Carter before it would be emailed to Studentmail on Thursday. Zoe produced a template with a disclaimer so writers could see the format of the newsletter. The initial idea was a short newsletter (one side of A4 with images where appropriate), although such was the enthusiasm of the team that the newsletters were all much longer than this!

Student Council were very enthusiastic to sign up to the project and after one day the timetable document was complete:

Week 1 - Thursday 23rd July - Mindfulness - Zoe

Week 2 - Thursday 30th July - Learn a new skill - Ophelia

Week 3 - Thursday 6th August - Craft therapy - Ruby

Week 4 - Thursday 13th August - Baking / Recipes - Marlie-Mae and Daisy (Isabella and Katie helping and promoting)

Week 5 - Thursday 20th August - Exercise / Keep Fit - Abi

Week 6 - Thursday 27th August - Challenges e.g. wordsearch - Abbie

18th July

Contacted Mrs Banks who kindly provided advice and resources for mindfulness activities.

20th July

Contacted Miss Joynes to arrange for the newsletters to be sent to parents of new year 7 students joining in September 2020.

22nd July

Contacted Mr Willis who approved the project, agreeing the newsletters could be sent to all students every week throughout the summer holidays.

23rd July

First newsletter sent out. Agreed all newsletters would be sent to Studentmail, Miss Joynes (for parents of new year 7 students), Mrs Carter (to forward to PHSG staff on Staffmail) and promoted on Hear Me Out instagram.

Students sent in feedback which was included in the week 5 and 6 newsletters.

In September the newsletters were published on the new school website.

House points were awarded to everyone who contributed to the newsletters:

Zoe	12GRA	Writing a newsletter week 1	Kendall	10
Ophelia	10RFD	Writing a newsletter week 2	Latimer	10
Ruby	7GDN	Writing a newsletter week 3	Latimer	10
Daisy	7GDN	Writing a newsletter week 4	Latimer	10
Marlie-Mae	7WAL	Writing a newsletter week 4	Temple	10
Abi	10WAN	Writing a newsletter week 5	Temple	10
Abbie	13 BUL	Writing a newsletter week 6	Kendall	10
Katie	12FIN	Written contribution week 4	Kendall	5
Bella	7WAL	Written contribution week 4	Temple	5
Lauren	11MCA	Written contribution week 5	Anthony	5
Maddie	12GRA	Written contribution week 5	Anthony	5
Erika	8RIC	Written contribution week 5	Kendall	5
Ruby	7GDN	Written contribution week 5	Latimer	5
Ella	9OSB	Written contribution week 5	Latimer	5
Amy	11BRO	Written contribution week 5	Latimer	5
Bella	7WAL	Written contribution week 5	Temple	5
Ymma	12GRA	Written contribution week 6	Kendall	5
Maisie	9OSB	Written contribution week 6	Latimer	5
Ella-Rose	2020 7WAL	Written contribution week 6	Temple	5
Marlie-Mae	7WAL	Written contribution week 6	Temple	5
Zoe	12GRA	Editing Newsletters	Kendall	15
Lydia	9CLW	Student Council promoter	Anthony	2
Serenity	7GDC	Student Council promoter	Kendall	2
Frankie	8RIC	Student Council promoter	Kendall	2
Katie	12FIN	Student Council promoter	Kendall	2
Daisy	7GDN	Student Council promoter	Latimer	2
Ruby	7GDN	Student Council promoter	Latimer	2
Maisie	9OSB	Student Council promoter	Latimer	2
Amy	11BRO	Student Council promoter	Latimer	2
Abi	10WAN	Student Council promoter	Temple	2



With the totals per house:

Latimer	58
Kendall	56
Temple	42
Anthony	12

Thank you to Mrs Goulden who allocated the house points for the Student Council newsletters.