

**LEARNING ENVIROMENT  
MEETING**

**Date:** 13<sup>th</sup> October 2016

**Venue:** Year 1 and 2 room

**Time:** 9.10am

**Chair Persons:** Abi Cross (chair),  
Cameron Kennett (vice)

**Secretary:** Katie Ennis

**Treasurers:** Sydnie Osborne

**MEETING AGENDA**

- 1) To introduce Learning Environment Team and discuss roles and responsibilities
- 2) To decide on roles within the Learning Environment Team
- 3) To decide on Action Plan focus

**LEARNING ENVIRONMENT MEETING MINUTES**

**Present:** Daisy, Cameron, Amber, Nathan, Aarav, Katie, Abi, Keira, Anna, Sydnie, Rebecca, Mrs Garratty

**Apologies for Absence:**

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<b><u>AGENDA POINT</u></b>	<b><u>NOTES</u></b>	<b><u>ACTION BY</u></b>
1) Introduce the team	Discussed roles and responsibility  How will people know? Display, badges, booklet, telling people	Mrs Garratty  Miss Britton
2) Decided on roles	Elected chair, vice chair, secretary and treasurer	All team
3) Action plan	Introduced and completed	All team



2)To decide evaluation sheet

3)To decide on where manners posters are to be placed

Children will go around in pairs and put up around school - UKS2 children will decide which pairs will put up posters in which corridor

**LEARNING ENVIROMENT MEETING**

**Date:** 9<sup>th</sup> January 2017

**Venue:** 5B

**Time:** 9.10am

**Chair Persons:** Abi Cross (chair), Cameron Kennett (vice)

**Secretary:** Katie Ennis

**Treasurers:** Sydnie Osborne

**LEARNING ENVIRONMENT MEETING MINUTES**

**Present:** Daisy, Cameron, Amber, Isla Nathan, Aarav, Katie, Abi, Keira, Anna, Sydnie, Rebecca

**Apologies for Absence:**

**AGENDA POINT**

**NOTES**

**ACTION BY**

4) Review of work so far

Visits to other classes to look at learning journeys.  
Developed checklist for teachers.

<p>4) Review of work so far</p> <p>5) Learning display evidence booklet</p>
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<p>5) Learning Display Evidence Booklet</p>	<p>To develop a booklet with examples of work that can be included in the learning journey. Photograph examples from displays that you see that you want to include. Examples: success criteria, vocabulary, photographs, of good work, banned words, word of the week etc. To take and email photos to include in the booklet.</p>	

<p><b><u>LEARNING ENVIROMENT MEETING</u></b></p>
<p><b>Date:</b> 30<sup>th</sup> January 2017</p> <p><b>Venue:</b> 5B</p> <p><b>Time:</b> 9.10am</p>
<p><b>Chair Persons:</b> Abi Cross (chair), Cameron Kennett (vice)</p> <p><b>Secretary:</b> Katie Ennis</p> <p><b>Treasurers:</b> Sydnie Osborne</p>

<p><b><u>LEARNING ENVIRONMENT MEETING MINUTES</u></b></p>		
<p><b><u>Present:</u></b> Daisy, Cameron, Amber, Isla Nathan, Aarav, Katie, Abi, Keira, Anna, Sydnie, Rebecca</p> <p><b><u>Apologies for Absence:</u></b></p>		
<p><b><u>AGENDA POINT</u></b></p>	<p><b><u>NOTES</u></b></p>	<p><b><u>ACTION BY</u></b></p>
<p>1) Photographs of Displays</p>	<p>Mixture of full learning journeys and sections of 'good' examples have been collected. Reviewed the photos and looked at strengths and areas to improve.</p>	

1) Photographs of Displays 2) Next Meeting

	Photos to be used for booklet of examples. Liked the shared class writing, success criteria, pictures, story maps, sentences types.	
2) Next Meeting	To look at displays against the Learning Journey Display Checklist.	

<b><u>LEARNING ENVIROMENT MEETING</u></b>
<b>Date:</b> 20 <sup>th</sup> March 2017
<b>Venue:</b> 5B
<b>Time:</b> 9.10am
<b>Chair Persons:</b> Abi Cross (chair), Cameron Kennett (vice)
<b>Secretary:</b> Katie Ennis
<b>Treasurers:</b> Sydnie Osborne
1) Assessing displays

<b><u>LEARNING ENVIRONMENT MEETING MINUTES</u></b>		
<b><u>Present:</u></b> Daisy, Cameron, Amber, Isla Nathan, Aarav, Katie, Abi, Keira, Anna, Sydnie, Rebecca		
<b><u>Apologies for Absence:</u></b>		
<b><u>AGENDA POINT</u></b>	<b><u>NOTES</u></b>	<b><u>ACTION BY</u></b>
1) Assessing Displays	Visits made to 6M, 6B, 5B, 3M and 2D. Used learning journey sheet to make comments comparing strengths, how it can be used, the impact and a target.	All

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**LEARNING ENVIROMENT  
MEETING**

**Date:** 19<sup>th</sup> June 2017

**Venue:** 5B

**Time:** 9.10am

**Chair Persons:** Abi Cross (chair),  
Cameron Kennett (vice)

**Secretary:** Katie Ennis

**Treasurers:** Sydnie Osborne

**LEARNING ENVIRONMENT MEETING MINUTES**

**Present:** Daisy, Cameron, Amber, Isla, Nathan, Aarav, Katie, Abi, Keira, Anna, Sydnie, Rebecca

**Apologies for Absence:**

<b><u>AGENDA POINT</u></b>	<b><u>NOTES</u></b>	<b><u>ACTION BY</u></b>
1) Promoting the Learning Journey	To create our own learning journey showing all the items needed. Theme selected is instruction writing for sandwiches.  Look at examples of instructions. Identify features. Test instructions to see if they are clear enough Success criteria Time words Technical vocabulary Chronological order	All

<b>1) Promoting the Learning Journey</b>

	<b>Steps</b> <b>Imperative verbs</b> <b>Adverbs</b> <b>Word of the week</b> <b>Banned words</b> <b>Photos of each stage</b> <b>Diagrams</b> <b>Examples of following and making</b> <b>Pictures to support</b> <b>Planning</b> <b>Write instruction</b> <b>Editing and evaluation</b>	