**PSA meeting Protocol**

**Day**: 12th december

**Time**: 15.45 -17.00

**Participants**:

Adriana Marx Norén, Sara Drew, Vanessa Åsell Tsuruga, Sara Ekenryd, Dustin Hogg, Anja Duster, Jaime Fouché

1. From now Adriana will send the protocol before every meeting showing what we will be talking about .The PSA members will then have the possibility to contact other parents for ideas and suggestions. Adriana will also send a protocol to all parents after all the meetings with the minutes.
2. Water bottles- The teachers are really good in giving water to the children but if anyone would like to take their own water bottles to school, it´s ok! Don´t forget to put the child´s name on it.
3. Many parents think that the group and individual pictures taken here at the pre-school by ABC-group are not good- The quality is bad and details were not overlooked. Adriana will contact the company to discuss a solution. We will maybe book a day at the pre-school for those that would like to retake the individual pictures. **OBS: I have already contacted the company and we have booked a date to retake the pictures- 30th januari 09.30 – 12.00**
4. Next PSA meetings will be on 4th februari, 4th march and 8th april. We will meet at 15.45.
5. We talked about having a “bazar” in the spring term where parents will be able to buy and sell second-hand children clothes and toys. Adriana will talk about this with all parents on our parent meeting 23rd januari and the PSA will decide the details on the next PSA meeting 4th februari.
6. All the e-mails sent to parents regarding PSA –activities or information shall have all the PSA-members contact information so all parents will know who to turn to if needed.
7. Gate- There are some concerns about the gate. Is it really safe? What about a double gate? PSA parents want us to remind all parents about the importance of closing the gate at all times. Adriana will inform parents and look into gate solutions.
8. Lightning outside the pre-school- Parents, the principal and Sara Drew agree that this is really something we need to work on as soon as possible. Futuraskolan has already invested 30.000 sek in the lightning but it is still not working. Adriana will contact some people and next week will give an update on what will be done.

**OBS: I have already contacted Göran Göransson ,who is the person that did the last job and he will meet me at the pre-school on tuesday 18thdecember and we will find a solution for this**.

1. Many parents park in front of the gate when leaving or picking up their kids. We would like to remind all parents not to park so near the gate because it gets difficult to go through the gate with the stroller as there is not enough space.
2. Bikes- Parents request bikes and outside toys – Futuraskolan will provide those for the spring term. But before that we will introduce routines for the staff to put all the outside toys in the storage in the end of the day to avoid theft.
3. Futuraskolan is also looking into different solutions for outside storage room as well as a roof where the parents will be able to park their strollers.
4. The parents request the supervision report from Täby kommun. Adriana will send the PDF file to all parents as soon as possible. **OBS: I am attaching the report together with this e-mail**
5. Parents would like to see better routines regarding the cleaning of the toilets, restrooms and diaper rooms as well as routines for the cleaning of all toys in general. Adriana will introduce better routines.
6. Parents asked: Is it no allowed to speak Swedish in the pre-school? As we are an international english speaking pre-school, we use the English language whenever we are inside doing our activities together. We want all the kids and teachers to understand each other. Kids are supposed to talk in English inside the pre-school but they are allowed to speak swedish with each other when they are playing outside.
7. PSA parents are very happy with the improvements that the pre-school had since the summer. They are all very grateful and happy about it. **OBS: It will only get better!!!**

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