

Newstead Wood PA Meeting - Minutes

Date: 3/2/2026 **Time:** 7.30pm **Location:** Zoom

1. Chair's Welcome and Apologies;

AdC welcomed attendees

- **Chair:** Adrian Clarke (AdC)
- **Vice Chair:** Raj Ghandi (RG)
- **Treasurer:** Arindam Chaudhuri (AC)
- **Secretary:** Nicola Lang (NL)
- **NW Interim Head Teacher:** Paul Norman (PN)
- **United Learning Executive Business Manager:** Darren Cooley (DC)
- **Attendees:** Kerlai Counsell (KC), Ebahi Demi-Ejegi, JJ, John, Simmi Maharaj-Modhwadia (SMM), Lori Mini, Alisha Ogunmef, Rebecca Rajakumar (RR), Natalia Shadricheva, Soujanya.

Apologies: None received

2. Head's report

- DC was introduced as the United Learning Executive Business Manager. He is providing interim support at NW following Claire Viner's departure. His role covers IT, Facilities, Finance and HR at NW, and he is the direct link to United Learning Central.
- The 'Meet the Head and Senior Leadership Team' (SLT – two deputy heads, four assistant heads and safeguarding lead) event was held on the 2/2/2026.
- Various school projects were presented, including site and operational improvements.
 - Locker improvements – with further discussion at this meeting (see Agenda item 6).
 - Gym floor refurbishment: scheduled for 27/2/26 – 2/3/26.
 - Sports hall floor refurbishment: scheduled for the Easter holidays 2026.
 - Both refurbishments will be carried out by specialist flooring contractor.

3. Treasurer's report

- No change to the previous report given at the AGM (9/10/25).

4. Pre-loved Uniform Sales

- One uniform sale has been held so far this year (20/1/26), raising approximately £100.
- Next uniform sale: 17/3/26, which is after National Offer Day (2/3/26).
- The normal sale hours will be extended to 3:15pm – 5:00pm to accommodate more parents, including those with Y6 who will be going up to NW in September 2026.
- A Saturday sale is being considered for the summer term to improve accessibility and make it more of an event, potentially including refreshments (e.g. 'tea on the lawn'), weather permitting.

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5. Events and Refreshments – Spring Term

- Previous traditional NWPA events such as KS3 disco and PJs & Popcorn movie night were cancelled to prevent clashes with the school's social enterprise activities (WOHAA).
- **Disco at St.Olaves**
 - St.Olaves are holding a Y7 & Y8 disco on Friday 6/2/26 at 4.30pm.
 - NW Y7 & Y8 girls are invited as guest attendees.
- **Quiz with St.Olaves**
 - Following a previous join quiz with St.Olaves, NWPA is hoping to host the next quiz this term.
 - Proposed date: 13/3/26.
 - Entry fee: £12 per student, including pizza and a drink.
 - Additional snacks and drinks will be available for purchase.
 - Further coordination is required with the school (Jackie & Lisa in Finance) regarding availability. **ACTION: AdC**
- **Proposed ideas for Summer Term**
 - **K-pop Event**
 - At the Fundraising meeting (Nov 2025) a K-pop event aimed at all years was suggested for April/May.
 - Contact has been made with several university K-pop societies to explore engaging a student K-pop dance instructor, offering a reasonable cost, a positive role model, and insight into university life.
 - University College London (UCL) have responded positively asking for further details. **ACTION: NLL**
 - Event ideas include: K-pop dance workshop, toploader decoration, photo card swaps, Korean snacks, raffle. Further details will be consolidated for the next meeting. **ACTION: NLL.**
 - RR and SMM volunteered to assist.
 - It was acknowledged that this may not be a major fundraiser but could be valuable for student engagement.
 - The event is considered a trial; future continuation will depend on interest and success.
 - **Proposed Colour Run**
 - A fun run with 'colour' stations is proposed as an end-of-year celebration – previously suggested for around 17/7/26, depending on the final school calendar.
 - A proposal outline – including clean-up and health & safety considerations – will be submitted to the Chair. **ACTION: KC**
- **Future event ideas** - Members were encouraged to suggest additional events. The Chair confirmed that support would be provided either through funding or organisational help to get new ideas off the ground.

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6. Locker Update

- KS3 Student lockers are currently outdoors, leading to issues with inadequate shelter and exposure to bad weather. Lockers frequently become wet inside, resulting in damp belongings.
- The current location (tennis courts) has been reviewed by NW and confirmed as unsuitable due to space constraints.
- The school proposes relocating the existing external lockers to outside the sports hall.
- Full replacement of all lockers is not financially viable at this time, but lockers will be addressed as part of a longer-term estates plan.
- The new hardstanding location is better suited in terms of space, natural protections and access. Students will not need to cross multiple school areas, improving safety and convenience.
- The new location will also function as a recreational/social area, including space for picnic tables, providing dual benefit during break and lunch.
- A robust, permanent shelter solution will be installed (not a temporary or plastic cover) with adequate overhead coverage for the lockers.
- New Aco drainage channels will be installed leading to a new drainage soakaway.
- A review of existing locker condition will take place. Students will not be expected to use broken or unsafe lockers. Lockers that can be repaired will be, and those beyond repair will be replaced in phases as part of the longer-term estates plan.
- Leasing/rental locker models were discussed; DC confirmed a preference for ownership over leasing for financial sustainability.
- Approval is sought in principle from the NWPA to proceed with works up to a maximum of £50,000.
- Procurement rules require three quotations due to the project value.
- Once approved:
 - Contractors will be engaged promptly to secure availability.
 - An open-book accounting approach will be used.
 - All invoices and quotations will be shared transparently with NWPA.
- The project is a current school priority.
- Central Trust teams and the Regional Director are already aware of the project.

7. A.O.B.

- The opportunity to raise AOB was not taken due to time constraints. Members are invited to submit any AOB items to the PA via email pa@newsteadwood.co.uk for inclusion in the next NWPA meeting.

8. Date for next meeting

- TBC

Meeting closed at 8.10pm.