**Digital leaders minutes**

**Date:** 28.02.2017

**Present:** Miss Rahman, Matilde, Hamid, Sara, Simon, Denny, Ayesha, Aksa, Ethan, Tysha, Tasfiyah, Fatima A and Sachin

**Absent:** Isa, Haroon and Cavalli

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| **MINUTES** | **ACTION** |
| **Book week**   * Mr Rasem agreed that digital leaders can support some classes when they are on the laptops/suite – task is to design a book cover using Publisher or Word * Digital leaders were very excited about this task! * Please save work onto the system (shared drive) then transfer some to your account via email and have them printed on A3 (colour). Mark can display these in the library. | Hamid and Matilde helping Class Norway on Thursday at 1.15pm in suite  Sara, Denny and Simon helping Class Ireland on Thursday at 2.15pm in suite  Ethan and Aksa helping Class New Zealand on Friday at 1.15pm in suite  Year 6 digital leaders can support their class  Teachers – please remember to send your digital leaders to support the classes |
| **Google Expeditions**   * Digital leaders have been informed * Some digital leaders expressed feeling queasy after a few minutes of using other virtual reality devices – told them to take breaks if they feel like this on the day | Teachers – please ensure your children take a break if they feel queasy. They can take water bottles if they feel thirsty, please keep bottles away from devices |
| **Safer Internet Day competition winners**   * Only 15 pieces of work were given from KS2 * Digital leaders voted for best posters and winners will be announced and certificate given on Friday’s assembly | MR check with DC if certificates can be given this Friday |
| **AOB**   * Captain Kara e-safety messages – suggested by Mr Rogers * Parent workshop – digital leaders would like to do this with parents as they missed last one because they were at Kidzania | MR to check Captain Kara before the next e-safety meeting  Parent workshop – MR book it in the diary |