

**SUMMARY OF THE MEETING OF THE ACADEMY COMMITTEE
OF COLEHILL FIRST SCHOOL**

Held at the School on 23rd November 2021 at 5.30pm

MATTERS ARISING FROM PREVIOUS MEETING

MINUTE	ACTION	BY	UPDATE	STATUS
D/H	Head to circulate prospective meeting dates for the Inclusion meeting	AT	A mutually convenient date could not be agreed but SF circulated a report to the AC	Completed
D	Clerk to arrange for Safer Recruitment training for LiP	Clerk	LP has emailed KO to ask how to book a place	Ongoing
H	Clerk to advise Trust Clerk of co-chair arrangements	LP	Email sent to SH	Completed

ACTION SUMMARY

MINUTE	ACTION	BY	DATE
G	ACM's to advise availability for January visits; AT to confirm dates	AT/ALL	ASAP BEFORE JANUARY
H	ACM's to complete Skills Audit and return by the end of Autumn term	ALL	BY END OF TERM
H	ACM's to complete NGA Safeguarding module asap	ALL	ASAP
H	Clerk to register on recruitment platforms and try to fill vacancies	CLERK	ASAP
I	AT to speak to caretaker Chair of CFSA; LiP to speak to the Year 3 Mums	AT/LiP	ASAP
I	JC to investigate new playground equipment	JC	ASAP

DECISIONS

MINUTE	DECISION

REFERRALS TO TRUST

MINUTE	REFERRAL	BY	TO

RESPONSES TO PREVIOUS REFERRALS

MINUTE	REFERRAL	BY	UPDATE	STATUS

ACADEMY COMMITTEE MEMBER DETAILS AND ATTENDANCE FOR CURRENT YEAR

NAME	DOA	TERM		21/09/21	23/11/21	28/03/22	27/06/22	DOR
Katie Ramsden	01/09/18	4 years		YES	APOLOGIES			
Jack Clark	21/11/19	4 years		YES	YES			
Daniel Webster	21/11/19	4 years		YES	YES			
Lisa Papworth	21/11/19	4 years		YES	YES			

