

**SUMMARY OF THE VIRTUAL MEETING OF THE ACADEMY COMMITTEE
COLEHILL FIRST SCHOOL
Held on 10th November 2020 at 5pm**

MATTERS ARISING FROM PREVIOUS MEETING

MINUTE	ACTION	BY	UPDATE	STATUS
C	Clerk to add election of vice-chair to next agenda	LP	On agenda	Completed
G	Clerk to circulate register of interests; AC members to sign declaration	LP/ACM's	DW outstanding	Ongoing
G	Clerk to circulate KCSIE declaration; AC members to sign	LP/ACM's	Circulated and returned by all	Completed
I	Clerk to add AC members to parentmail	LP	Added	Completed

ACTION SUMMARY

MINUTE	ACTION	BY	DATE
B	Clerk to re-share Articles Declaration for; DW to sign and return	LP/DW	ASAP
H	Head to circulate possible meeting dates	AT	ASAP
I	Clerk to circulate skills audit; AC members to complete before the end of term	LP/ALL	ASAP/End of term
I	Clerk to compare staff Smartlog training with NGA training	LP	ASAP
I	AC members to complete updated Safeguarding module	ALL	ASAP
I	Head to arrange virtual SCR check with KR/LP	DB	ASAP
J	DB to instigate lunch-time slip	AT	ASAP

DECISIONS

MINUTE	DECISION

REFERRALS TO TRUST

MINUTE	REFERRAL	BY	TO

RESPONSES TO PREVIOUS REFERRALS

MINUTE	REFERRAL	BY	UPDATE	STATUS

