

**SUMMARY OF THE VIRTUAL MEETING OF THE ACADEMY COMMITTEE
COLEHILL FIRST SCHOOL
Held on 23rd March 2021 at 6pm**

MATTERS ARISING FROM PREVIOUS MEETING

MINUTE	ACTION	BY	UPDATE	STATUS
B	Clerk to re-share Articles Declaration for; DW to sign and return	LP/DW	Shared, completed and returned by DW	Completed
H	Head to circulate possible meeting dates	AT	Some meetings took place but paused by lockdown	Ongoing
I	Clerk to circulate skills audit; AC members to complete before the end of term	LP/ALL	All completed and summary on agenda	Completed
I	Clerk to compare staff Smartlog training with NGA training	LP	Training not relevant to ACM's. NGA training paused awaiting KO's review	Completed
I	AC members to complete updated Safeguarding module	ALL	Completed by all ACM's	Completed
I	Head to arrange virtual SCR check with KR/LP	AT	SCR check now carried out by KO. Chair can still monitor once visits to school are allowed	Completed
J	DB to instigate lunch-time slip	DB	Being used at lunch-time	Completed

ACTION SUMMARY

MINUTE	ACTION	BY	DATE
D/G	Head to circulate prospective meeting dates via the Clerk	AT/LP	ASAP
E	Chair to compose email to Staff re meet-up, Head to forward to Staff	KR/AT	ASAP
H	Clerk to investigate expiry of Safer Recruitment training	LP	ASAP

DECISIONS

MINUTE	DECISION

REFERRALS TO TRUST

MINUTE	REFERRAL	BY	TO

RESPONSES TO PREVIOUS REFERRALS

MINUTE	REFERRAL	BY	UPDATE	STATUS

