

**SUMMARY OF THE MEETING OF THE ACADEMY COMMITTEE OF
HAYESWOOD FIRST SCHOOL
On 6th November 2019 6.00pm at Colehill First School**

MATTERS ARISING FROM PREVIOUS MEETING

MINUTE	ACTION	BY	UPDATE	STATUS
F	AT to share SEF when finalised	AT	Shared	Completed
F	ATo to review the parental survey replies and share report with clerk	ATo	Shared - in visit folder	Completed
F	AT to re-share CP report	AT	Shared	Completed
F	Clerk to arrange recruitment information for Year R parents' meeting	LP	Information given out	Completed
F	ATo to produce a visit report and share with clerk	ATo	Still outstanding	Ongoing
G	Clerk to circulate SOD; members to provide feedback	LP/ ALL	SOD finalised and shared	Completed
G	Clerk to circulate new Articles; member to sign declaration	LP/ ALL	All members signed and forms sent to Trust clerk	Completed
G	Aims, Values & Mission statement to be added to next agenda	LP	On agenda	Completed
G	ACM specialisms and link to be added to next agenda	LP	On agenda	Completed
G	Clerk to re-circulate NGA training link' members to complete the core modules	LP/ ALL	Link re-circulated. Members have the academic year to complete modules	Completed
G	Clerk to add Learning Walk to next agenda	LP	On agenda	Completed

ACTION SUMMARY

MINUTE	ACTION	BY	DATE
D(F(I))	ATo to produce visit report and share with clerk	ATo	End of term
F	ATo to organise a card for Lorraine McGregor; ACM's to sign	ATo ALL	ASAP
H	AT to organise a doodle poll for the 2 learning walks	AT	ASAP
H	AT to share the CP notes	AT	ASAP
J	Clerk to arrange parent election	LP	End of term
J	ACM's to complete core training modules	ALL	End of Summer term
J	AT to work with the school council to update the Aims, Values and Mission Statement Clerk to add to next agenda	AT LP	Next meeting
J	Clerk to add Social Networking policy to next agenda	LP	Next meeting

DECISIONS

MINUTE	DECISION
J	Clerk to hold a parent election

REFERRALS

MINUTE	REFERRAL	BY	TO
	NONE		

RESPONSES TO PREVIOUS REFERRALS (TRUSTEES MEETING)

MINUTE	REFERRAL	BY	UPDATE	STATUS
	NONE			

ACADEMY COMMITTEE MEMBER DETAILS AND ATTENDANCE FOR CURRENT YEAR

NAME	DOA	TERM		17/09/19	06/11/19		01/04/20		09/06/20
Andrew Todd (Chair)	18/01/16	4 years		YES	YES				
Andrew Turrall (Executive Head)	N/A	N/A		YES	YES				
Beulah Johnson	23/10/19	4 years		YES	YES				
Emma Clipson	23/10/19	4 years		YES	YES				
Julia Simmonds	17/10/19	4 years		N/A	YES				