

**SUMMARY OF THE VIRTUAL MEETING OF THE ACADEMY COMMITTEE OF
HAYESWOOD FIRST SCHOOL on 16th March 2021**



MATTERS ARISING FROM PREVIOUS MEETINGS

MINUTE	ACTION	BY	UPDATE	STATUS
C	Clerk to amend responsibilities table	LP	Amended	Completed
D	AT/JSi to complete Register of Interests and return to clerk	AT/JSi	Completed and returned	Completed
D	ATo to revisit staff training/ACM mentoring with LW when able to	ATo	LW has been absent. ATo will email her with the issues	Ongoing
H	Head to allocate sub-committee membership and arrange meeting dates	AT/AC	Completed, but only one meeting took place before lockdown. Meetings will resume in the Summer term	Completed
I	Clerk to circulate skills audit/ Members to complete and return by end December	LP/AC	Circulated and completed. Summary on the agenda to discuss	Completed
I	Clerk to check JSh training certificates and amend if necessary	LP	Checked and amended as required	Completed
I	Head to arrange virtual SCR check with SB	LP	SB has now resigned and the SCR check is now carried out by KO at Trust level	Completed

ACTION SUMMARY

MINUTE	ACTION	BY	DATE
D	ATo to email LW regarding staff training and ACM mentoring	ATo	ASAP
D	LP to instigate recruitment process	LP	ASAP
F	AT to ask SH to amend attendance data for Year 3	AT	ASAP
H	LP to check whether Safer Recruitment training has an expiry date	LP	ASAP

DECISIONS

MINUTE	DECISION
D	Clerk to instigate recruitment process to fill the parent AC member vacancy

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		24/09/20	03/11/20	16/03/21	15/06/21	DOR
Andrew Todd (Chair)	20/01/20	4 years		YES	YES	YES		
Andrew Turrall (Executive Head)	N/A	N/A		YES	YES	YES		
Beulah Johnson (Vice Chair)	23/10/19	4 years		YES	YES	YES		
Emma Clipson	23/10/19	4 years		YES	YES	YES		
Julia Simmonds	17/10/19	4 years		YES	YES	YES		
Sue Boston nee Buckley	07/01/20	4 years		YES	YES	RESIGNED	RESIGNED	02/03/21
Jayne Sharman	07/01/20	4 years		YES	YES	YES		