

**SUMMARY OF THE MEETING OF THE ACADEMY COMMITTEE OF  
HAYESWOOD FIRST SCHOOL  
(Joint meeting held with Colehill First School)  
On 18<sup>th</sup> June 2019  
6.00pm at the Colehill First School**



**MATTERS ARISING FROM PREVIOUS MEETING**

<b>MINUTE</b>	<b>ACTION</b>	<b>BY</b>	<b>UPDATE</b>	<b>STATUS</b>
D (E,H)	AT to liaise with both committees to arrange a joint meeting	AT	18/06/19	Completed
D (H) & G	AT to circulate CP's visit report when received	AT	Circulated	Completed
D (K)	RM/SG to complete their skills audit and return to clerk	RM/S G	Returned and shared with Trust clerk	Completed
D	Clerk to remove 'governor zone' from school website	LP	Removed	Completed
E	ACM's to advise SG of anything to raise at his meeting with LW/JD	ALL	Nothing was advised	Completed
H	AT to produce doodle poll to agree a LW date	AT	Learning walk has taken place, but report outstanding. (see new action)	Completed
H	LP to inform parents of upcoming vacancies on the committee	LP	Request to the school office, but no interest, (see new action)	Completed
L	AT and SG to discuss succession planning at their Trust meetings	AT/SG	Recruitment of new members needed, but ATo will stand for election as new chair in September.	Completed

## ACTION SUMMARY

MINUTE	ACTION	BY	DATE
E	Recruitment drive to be instigated LP to arrange for information to be parentmailed	ALL	For the new academic year
E	SG/ATo to arrange a meeting with the CEO	SG/ ATo	Before the end of the year
F	LP to start a shared acronym document on the drive	LP	ASAP
F	AT to share rewritten SEF	AT	ASAP
G	ATo to review parental comments on surveys	ATo	Before the end of the year
H	AT to share CP report	AT	ASAP
I	AT/LP to set up shared 'Ofsted' file on the drive and populate with relevant documents Members to read the template agenda	ALL	ASAP
I	SF to speak to staff regarding recruitment	SF	ASAP
I	LP to amend SEND ACM name in policy	LP	ASAP
I	ATo to produce visit report before the end of term	ATo	ASAP



**DECISIONS**

MINUTE	DECISION
	NONE

**REFERRALS**

MINUTE	REFERRAL	BY	TO
	NONE		

**RESPONSES TO PREVIOUS REFERRALS (TRUSTEES MEETING)**

MINUTE	REFERRAL	BY	UPDATE	STATUS
	NONE			

**GOVERNOR DETAILS AND ATTENDANCE FOR CURRENT YEAR**

NAME	DOA	TERM		02/10/18	20/11/18		05/03/19		18/06/19
Simon Goulding	18/01/16	4 years		YES	YES		YES		YES
Sue Vairy	18/03/15	4 years		APOLOGIES	ABSENT - NO APOLOGIES		ABSENT - NO APOLOGIES		RESIGNED 17/03/19
Andrew Todd	18/01/16	4 years		YES	ABSENT - NO APOLOGIES		YES		YES
Roger Martin	18/01/16	4 years		YES	APOLOGIES		YES		ABSENT – NO APOLOGIES
Stephen Pattle	18/03/15	4 years		YES	YES		YES		RESIGNED 17/03/19
Jake Moore	24/01/18	4 years		APOLOGIES	APOLOGIES		RESIGNED 12/03/19		RESIGNED 12/03/19
Pippa Gerrett (Head)	N/A	N/A		YES	YES		RESIGNED 31/12/18		RESIGNED 31/12/18
Andrew Turrall (Executive Head)	N/A	N/A		YES	YES		YES		YES
Janet Richardson	01/09/18	4 years		YES	YES		YES		YES
Alison Pinto	01/09/18	4 years		YES	YES		YES		YES