

**SUMMARY OF THE MEETING OF THE ACADEMY COMMITTEE OF
HAYESWOOD FIRST SCHOOL HELD AT THE SCHOOL
on 16th November 2021**



MATTERS ARISING FROM PREVIOUS MEETINGS

| MINUTE | ACTION | BY | UPDATE | STATUS |
|---------------|---|-----------|--|---------------|
| D | Recruitment Process in September | LP | Still in process, clerk to register with Inspiring Governance to try and increase diversity on the Academy Committee | Ongoing |
| D | Safer Recruitment Training to be arranged for 2 AC Members | LP | EC's Safer Recruitment training is valid, checked with KO; need to find out more details regarding how to book for another member. | Ongoing |
| F | Thanks to Becky Taylor for organising the Police Chief visit | AT | Done | Completed |
| H | Date for the Curriculum Meeting | AT | Did not take place due to SIP not being completed. Date to be arranged in January. | Ongoing |
| H | Teachers' use of GC to follow a common format which is to be communicated to parents in September | AT | Done | Completed |
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ACTION SUMMARY



| MINUTE | ACTION | BY | DATE |
|--------|--|------------|--------------------|
| E | AT to share 'Ambition 24' presentation | AT | ASAP |
| G | ACM's to advise availability for January visits; AT to confirm dates | AT/ ALL | ASAP by January |
| G | Clerk to check 'Visits to School' policy and advise re: visit reports | LP | ASAP |
| H | Clerk to request JSi to complete Register of Interests and Written Declaration electronically and return | LP/ JSi | ASAP |
| H | ACM's to complete Skills Audit and return by the end of Autumn term | ALL | By end of December |
| H | ACM's to complete NGA Safeguarding module | ALL | ASAP |
| H | Clerk to register on recruitment platforms and try to fill vacancies | LP | ASAP |
| | | | |

DECISIONS



| MINUTE | DECISION |
|--------|--|
| H | To recruit at least one more AC member |

REFERRALS

| MINUTE | REFERRAL | BY | TO |
|--------|----------|----|----|
| | NONE | | |
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RESPONSES TO PREVIOUS REFERRALS (TRUSTEES MEETING)

| MINUTE | REFERRAL | BY | UPDATE | STATUS |
|--------|----------|----|--------|--------|
| | NONE | | | |
| | | | | |

ACADEMY COMMITTEE MEMBER DETAILS AND ATTENDANCE FOR CURRENT YEAR



| NAME | DOA | TERM | | 21/09/21 | 16/11/21 | 23/03/22 | 22/06/22 | DOR |
|---------------------------------|----------|---------|--|----------|--------------------|----------|----------|-----|
| Andrew Turrall (Executive Head) | N/A | N/A | | YES | YES | | | |
| Emma Clipson (Chair) | 23/10/19 | 4 years | | YES | YES | | | |
| Beulah Johnson | 23/10/19 | 4 years | | YES | YES | | | |
| Julia Simmonds | 17/10/19 | 4 years | | YES | APOLOGIES RECEIVED | | | |
| Jayne Sharman | 07/01/20 | 4 years | | YES | YES | | | |