

Short Term – Immediate	
EM to book with the Black Curriculum for staff	<p>MS confirmed with EM EM contacted B.C. 03/11/21 hoping to arrange ASAP. EM made contact on and asked to book the Learning and Language Training on the 3/11 priced at £1300. EM currently waiting to hear back from The Black Curriculum. EM emailed on 11/11/21 chasing up email sent on the 3rd. EM heard back from BC and they have sent a booking form. EM conferred with MS and sent form back with confirmed details with the provisional date of teacher training for January. Waiting for BC to confirm.</p> <p>EM emailed BC to follow up confirmation on 17/11/21 EM emailed BC to follow up confirmation on 19/11/21 EM emailed BC to follow up confirmation on 25/11/21</p>
EM to arrange parent helper workshops discussing organisation, pace and behaviour management.	<p>EM to organise dates by 12/11/21</p> <p>EM scheduled Parent Helper workshops for the week of the 29th. Letter sent out on the 11/11/21. One in person session 3/12 One online session 2/12</p> <p>More can be arranged throughout the year</p> <p>Reminder sent out 24/11/21</p>
EM to arrange library look around with parents.	<p>EM to speak with Lia Pereira and organise time suitable. Parents to be informed of possible dates by 12/11. EM spoke with Lia 4/11 and waiting to confirm dates suitable for her.</p> <p>EM confirmed Monday morning slots 8:45 – 9:30 are the best time and EM emailed parents to confirm 11/11/21. Visit to take place on the 15/11 with Mrs P and MC</p> <p>Sanne feedback to EM details and concerns about library 25/11/21</p>

	EM replied stating that all new book titles for the library will be reviewed by all members of staff a variety of backgrounds/religions alongside this committee and Rain
EM to arrange online/in person humanities curriculum meeting re. diversity and inclusion	EM to consult with EM, Jamie McInroy (history) Eva Jeffries (Geography) availability and confirm dates and notify parents Dates for small group session suggested are 06/12, 7/12 or the 9/12. A meeting for the wider school community will be organised online for early January.
Reading Scheme to be updated, organised and levelled CB/MS	Reception and Year 1 scheme ordered but delayed due to lack of haulage drives – MS to contact company again today (3/11/21). It has been decided with Rain and MS that following a delivery of more inclusive resources, these books will be going home with Year 1 children in addition to the new reading scheme. CB to have Year 2 and 3 scheme organised and ordered by 26/11/21 Year 4 and 5 scheme to be organised and ordered by the end of Autumn 2 – these dates will be provisional following input from parents’ exploration of potential resources that we will direct them to. Parents to come and look through remaining resources? EM confirmed with MS that we would like parents to come in and look at the resources we have been directed to get their input and understanding.
EM to edit Sex Education policy.	EM completed 4/11/21
EM, all staff and parents to plan and confirm Medium Term and Long Term Plan for Diversity and Inclusion across all areas of the curriculum.	Medium Term Plan drafted by 26/11 EM to meet with Rain to confirm wb 22/11/21 Long Term Plan drafted by 17/12 EM to meet with Rain to confirm the Medium Term plan and to organise dates and session formats for the above mentioned.

	<p>EM met with Rain on 19/11/21 detailed initial MTP plans. Committee was emailed 22/11/21 with proposed MTP plans. Details were added and book system in KS2 was explained to Rain. Rain to meet with CB to begin English discussions and review prospective authors 8/12. MTP will be inevitably added to following meetings with parents.</p>
--	--