



## SAS Management Meeting

### Agenda & Minutes

<b>Date &amp; Venue</b>	1.30 pm Cashes Green Primary School September 24 <sup>th</sup> 2015
<b>Present</b> LH MD PB DS JP JG	<b>Apologies</b>

Item	Discussion	Action
2015/2016 Events		
HT Briefings		
24/09/2015	<p>The minutes of the last meeting were approved as a true record</p> <p><b>DS</b> had attended Numericon training and she is starting to train her staff.</p> <p><b>DS</b> a list of non-payers and it was agreed the Cluster Leads would chase the schools before the next meeting. It was noted the Terms of Reference &amp; Vision Policy needed updating, which would be completed at the next meeting.</p> <p>The Key is now accessible and has resulted in a 20% deduction for all SAS schools.</p> <p><b>DS</b> has e-mailed several speakers to enquire if they would like a slot at one of the forthcoming Briefings.</p> <p>It was suggested a blanket e-mail be produced urging all SAS schools not to attend the latest Safeguarding meeting, so they will finally book a slot at a SAS briefing.</p> <p><b>LH</b> had attended the latest GAPH meeting and gave a précis of the feedback from Steward King.</p> <p><b>LA Agreed Speakers</b> <b>DS</b> to e-mail all LA departments and ask if they would like slots at SAS conferences.</p> <p><b>Market Place</b> – possibilities to have stands TTB Supplies – cleaning resources</p> <p>It was suggested all present talk to their Clusters to determine what they want SAS to achieve i.e. speakers and training.</p> <p><b>MD</b> had already approached her cluster, where the training required was:-</p> <ul style="list-style-type: none"> <li>• Strategic planning and School Development</li> <li>• Generic leading on a subject</li> <li>• Move from Good to Outstanding</li> <li>• Outstanding strategies</li> <li>• Raising attainment in Writing.</li> </ul>	<p><b>ALL</b></p> <p><b>ALL</b></p>
<b>16<sup>th</sup> October 2015</b>	Safeguarding is booking for the morning slot	
<b>5<sup>th</sup> Feb 2016</b>	The Business Support Team would like a slot to talk concerning taking on apprentices. All agreed to 10 minute slot.	
<b>20<sup>th</sup> May 2016</b>	<b>PB</b> suggested 10 minute slot at lunch-time for Librarians	
<b>Conferences</b>		
25/9/2015	British Values/Characters of Learning Helen Morris from British Values booked. Her costs are £900 + travel. All agreed.	
18 <sup>th</sup> March		

<b>Cluster Feedback</b>		
Stroud Rural - <b>JP</b>	She informed all present she could not get the members to meet	
Hills and Valleys - <b>DS</b>	<p><b>DS</b> had received a complaint from a member concerning booking onto courses. The head could not gain a place on a particular course and stated it was the only course he was interested, so what did he receive for his membership fees. <b>LH</b> suggested schools could only book 2 places per course until 2 weeks prior to course date and only then would they be able to book more places. Also the school would be charged for extra places.</p> <p><b>PB</b> has set up a twitter account to counteract this problem. <b>PB</b> also needs more suggested for training needs. It was agreed all Leads to e-mail their clusters and <b>DS</b> to announce at conference.</p>	
Tyndale - <b>PB</b>		
Severn Edge - <b>LH</b>		
South West Stroud - <b>MD</b>		
CPD - <b>PB</b>	<b>PB</b> has booked training sessions up to November.	
Finance - <b>MD</b>	Printouts were circulated. <b>JP</b> to countersign the accounts in future <b>JP</b> will sign off the accounts.	
<b>AOB</b>		
<b>Dates of future meetings all to be held at Cashes Green Primary School at 1.30 p.m.</b>	26.11.2015 28.1.2016 10.3.2016 5.5.2016 30.6.2016	