

Meeting Agenda

Date: 25/11/24

Time: 19:00

Venue: Louisa House

Duration of meeting_40 minutes

ECEY5006

Javaria Rehman Student number 2128580

Student number 2129742

Bernadette Bowers, Student number 2241719

Salmah Begum Student number 2317779

Saira Arshad Student number 2125447

Rosalyn Silvers Student number 2317028

Janna saif, Student no 2129742

Meeting Members and Agenda Members in attendance:

Bernadette Bowers - Year 2 Teacher, Deputy Headteacher and School's Designated Safeguarding Officer (DSO)

Janna Bint-e- saif _ early years lead/English lead

Javaria Rehman– Year 1 Teacher and EAL Lead

Rosalyn Silvers_Senco lead and parent partnership lead

Salmah Begum– Nursery Teacher and School's Health and Safety Officer (HSO)

Saira Arshad - Nursery Assistant/Teaching Assistant in Nursery Class – Eco School's Coordinator (ESC)

Agenda for Team Meeting 25/11/24

1. Introducing oracy framework into New Curriculum and early intervention – Janna Bint-e-Saif early year lead and English lead
2. Risk assessment plans – Salmah HSO
3. Welcoming new EAL students– Training – Javaria Rehman EAL
4. Implementing ECO initiatives – Saira Arshad ESO
5. Safeguarding training – Bernie DSL
6. Better communication and parent partnership_ Rosy SENCO

Group reference list

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Risk assessment

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Management Health and safety at work regulations 1999

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Risk assessment

<https://www.kidsafeqld.com.au/wp=>

<https://storables.com/furniture/outdoor-furniture/how-to-stop-decking=>

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