

## SFP PARTNERSHIP ACTION MINUTES 2022-23

<b>Name of Shared Foundation Partnership:</b> <i>Attendees/membership:</i>		<b>Dates of meetings:</b> <b>1. Autumn</b> <b>2. Spring</b> <b>3. Summer</b>
Meetings	Notes	Actions
<b>Autumn term</b> Suggested agenda linked to roles and remit and key themes: <ul style="list-style-type: none"> <li>How children have settled including vulnerable children</li> <li>Transition feedback</li> <li>GLD and impact on areas to moderate</li> <li>training plans</li> <li>local national policy changes</li> <li>updates from SENDCo and EY Lead, SM Lead</li> <li>current staffing levels and increase/decrease of children's places</li> <li>Inclusion Offers</li> <li>Review roles and responsibilities</li> </ul>		
<b>Spring term</b> Suggested agenda: <ul style="list-style-type: none"> <li>Sustainability, marketing</li> </ul>		

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<ul style="list-style-type: none"> <li>• Moderation of areas identified in Autumn meeting</li> <li>• Feedback on inclusion and vulnerable groups</li> <li>• Attendance</li> <li>• updates from SENDCo and EY Lead, SM Lead</li> </ul>		
<p><b>Summer term</b></p> <p>Suggested agenda</p> <ul style="list-style-type: none"> <li>• Transition, sharing of information and key documents, settling in, transition meetings, introduction to school sessions</li> <li>• focus of enhanced transitional meetings for vulnerable children</li> <li>• attendance</li> <li>• updates from SENDCo and EY Lead, SM Lead</li> <li>• current staffing levels and increase/decrease of children's places</li> </ul>		