

Item	Subject	Action
	He also shared an example version completed by one school and highlighted the 'live' status of the plan with actions to be completed during the first week as more staff return to work.	

6.2 H&S Assessment.

SH explained it had taken a while to find a template which worked for our education settings. Together with the Estates Manager and input from the Heads additional measures had been added for this Crofty version (for example avoiding use of communal areas such as the dining hall).

Government advice on protective measures had been included and then each Head was asked to double-check their own school plan against the government advice.

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	learning. These weekly meetings will also be an opportunity for governance to receive regular updates. SH confirmed he will meet at least weekly with Heads to review progress and update procedures as required. Urgent amendments will be shared as soon as possible.	

6.6 Extended opening timetable:

Item	Subject	Action
7	Extended opening of schools - decision	
7.1	Trustees confirmed that based on the comprehensive documentation made available to them, and the answers to questions raised today, that they agreed with the plan to extend opening of schools next week in line with DfE guidance.	
7.2	Next steps. MH confirmed the weekly meetings with senior managers will continue and in light of the uncertainty over what else may change the Board may need to meet again before the 14 July.	
7.3	MH asked that the minutes record the thanks of the whole Board to SH and all staff across the Trust for their dedication and hard work.	
8	AOB	
8.1	Members meeting. JA confirmed he would be checking everyone's availability for a virtual meeting on 19 June.	
9	Items for next agenda	
9.1	MH will work with JA on a rough draft then share with management.	
10	Agree Confidential items: none.	
	Date of next meeting: 14 July	
	Meeting finished at 10.40	

Signed	Date
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