



10	<b>Date &amp; Time of next meeting</b> <b>Full Governors – 5:30 p.m. Monday 15th July</b>	
----	--	--

**UPLANDS COMMUNITY PRIMARY SCHOOL  
FULL GOVERNORS MEETING  
HELD AT SCHOOL ON MONDAY 20TH MAY 2019**

**Summary of Actions to be taken:**

<b>Ref</b>	<b>Action Needed</b>	<b>Name &amp; Date</b>	<b>Update/Date Completed</b>
20/05/19 4.	Rota produced by MI for all governors to take minutes at full governors meetings Anna Barker still to be contacted by MI BK to quiz staff on safeguarding knowledge EM to email dates of opening/locking up school during the summer period whilst decorating takes place	20/05/19 Governors MI BK EM	
20/05/19 8.	MI to issue letter to parents regarding Head working at Coaley Primary School	MI	

**Matters Arising from Previous Minutes**

<b>Ref</b>	<b>Action Needed</b>	<b>Name &amp; Date</b>	<b>Update/Date Completed</b>