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| **Type of Meeting:** Strategy Team session | | Date:  Jan23 |  |
| Attendees: | LuM, DC, PU, BZ  Apologies: CG,StB | Chair:  PU |  |
|  | **Item:** | **Intention:** | Description / By Whom / When |
| 1 | Feedback on V2020 from LM&KB |  | The draft plan of V2020 has been shared with LM and KB, feedback from them has been shared with the team. Next step will contact Notosh for further feedback.    LuM, StB  Subgroup also shared the Onenote communication system with LM&KB, new system will be adopted and DC will be the person send the summarize out to SET regularly.  DC |
| 2 | INSET plan update | PU&BZ has shared the updates plan to the team. All peer presenters are confirmed.  BZ & PU |
| 3 | Website | A brief discussion on possible changes to the school website which will come into effect in June.  Survey to come from TJ this week. |
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