

NIS Meeting Summary**Type of Meeting:** Senior Leadership Team (SLT) Meeting**Attendees:** Arek Owczarek, Laurie McLellan, Kasson Bratton**Minutes:** Samantha Zou**Matters to follow up:**

1. Health Survey During Winter Break
2. Campus Access During Winter Break
3. Christmas Party

Proposals or Agenda:

4. BASIS Campus Visit

Outcomes		
Description	By When	By Whom
<p>1. Arek confirmed that during winter break, students and staff do not need to submit daily health survey. All students and staff are required to submit a hard copy of 14 days health card and travel record to grant campus access on the first day back at school.</p> <p>OFT will provide hard copies for staff next week. Details will be announced in next Monday morning briefing.</p>	/	OFT
2. Campus is closed during the first and second weeks of winter break. Parents and students have no campus access.	Winter Break	SLT
3. Laurie will clarify concerns about the Staff 'Thank You' Christmas Party not being inclusive at Monday briefing.	/	Laurie
4. Laurie was invited to visit Nanjing BASIS International School on Dec 9 th , and shared the visit feedback with SLT. There were 7 Heads of 'International Schools' in Nanjing present.	Dec 9	Laurie