

Info Group meeting

Thursday 11 September 2018

Present: [Redacted] [Redacted], [Redacted], Lesley Gilson

Apologies: [Redacted] [Redacted], [Redacted]

Minute Taker: [Redacted]

Next Meeting: Thursday 22 November 2018

Actions from last meeting	Actions
[Redacted] emailed [Redacted] the medical questionnaire information.	
Agenda – SEN Letters	
LG attended, [Redacted] and [Redacted] had feedback via email to Lesley after she sent round an updated SEN letter, LG then went over the changes and made a few more amendments. LG will then send round to the group again and if everyone is happy will update all SEN letters with the same format.	LG
Agenda – Feedback review	
[Redacted]	[Redacted]
Agenda – Event	
[Redacted]	