

Info Group meeting

Thursday 13 September 2018

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

Apologies: [Redacted] [Redacted] [Redacted]

Minute Taker: [Redacted]

Next Meeting: Thursday 13 September 2018

Actions from last meeting	Actions
Newsletter article and event.	
Agenda – SEN Letters	
LG discussed the SEN Letters, the agreed to assess, draft plan and finalised plan letters were looked at. [Redacted]	LG
Agenda – Medical Health Questionnaire	
[Redacted]	[Redacted]
Agenda – Event	
Discussed the event invite and made changes, [Redacted] to send to print and design to print. [Redacted] to send invite to stall holders again next week and include [Redacted]. [Redacted]	[Redacted]
Agenda – Newsletter	
[Redacted]	[Redacted]