**Minutes from meeting for ‘Engaging Families Award’ (EFA) Action Team**

**Date and time:** Thursday 3rd March 2016 at 8:45am

**Introductions:**

Humira-School Liaison Officer

Emily- EFA co-ordinator

Thasleem- parent

Shazia- parent

Fahim- parent

Nasreen- parent

Nusrat- parent

Apologies from Emily that the new volunteer policy is not ready to be reviewed yet. This will be available for the next meeting.

We reviewed the new Home/School agreement and all agreed that it was much improved. It has been checked by Mrs Shepherd and is ready to be used.

We looked at all completed and returned parent questionnaires. We collated the results.

**Next meeting:** Thursday 21st April 2016 at 8:45am