



**PARK HILL  
JUNIOR  
SCHOOL**

**Local Advisory Board  
School Visit Log 2018-19**

<b>Local Advisor Name</b>	<b>Reason for Visit</b>	<b>Date of visit</b>	<b>Staff Visited</b>	<b>Meeting when the reports were distributed</b>
Beverly Montgomery	Twice a month Chair & HT meeting Leadership & Management	On-going	Ann Pratt (HT)	On-going
Beverly Montgomery	Finance	20/09/18	Ann Pratt (HT) Richard Baker (Folio Education Trust)	Verbal report 10/10/18
Beverly Montgomery	LAB Agenda Meeting	24/09/18	Colin Milsom (Clerk) Ann Pratt (HT)	
Guy Pengelly	Health & Safety	03/10/18	Ann Pratt (HT) Claire Gillick (SBM)	
Beverly Montgomery	Tour of Coombe Wood School	04/10/18	Jonathan Wilden (CEO Folio Education Trust)	Verbal report 10/10/18
Beverly Montgomery	Governance Review/ HT Performance Meeting	04/10/18	Zoe Harris Jonathan Wilden (CEO Folio Education Trust)	Verbal report 10/10/18
Beverly Montgomery	Single Central Record monitoring meeting	08/10/18	Claire Gillick (SBM)	Verbal report 12/12/18
Beverly Montgomery	Annual safeguarding audit	16/10/18	Nicola Moorhouse (co DHT)	Verbal report 12/12/18
Carmen Peraita Sanz	PHSA Fireworks Display	02/11/18	Community Event	Circulated with 12/12/18 Board Papers



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Beverley Montgomery	Folio Education Trust Wellbeing Working Party	08/11/18	Coombe Wood, Wallington Grammar for Boys, Woodcote High School	
Dee Heron	SEND Monitoring meeting	19/11/18	Catherine Penn (Inclusion) Clara Waxer (SENCo)	
Beverley Montgomery	LAB Agenda Meeting	19/11/18	Colin Milsom (Clerk) Ann Pratt (HT)	
Beverley Montgomery	Safeguarding	20/11/18	Nicola Moorhouse (co DHT)	
Beverley Montgomery	Folio Education Trust Strategic Meeting	22/11/18	Trust Board/Head Teachers/Chairs/Executive CEO	Verbally to Board 12/12/18
Beverley Montgomery	Christmas Play Dress Rehearsal	06/12/18	Children & staff	
Kieron Stewart	Disadvantage Pupil monitoring meeting	06/12/18	Nicola Moorhouse (co DHT)	Circulated with 12/12/18 Board Papers
Kim Nembhard	Christmas Play	11/12/18	Children & staff	
Beverley Montgomery	LAB Agenda Meeting	07/01/19	Colin Milsom (Clerk) Ann Pratt (HT)	
Kim Nembhard	Local Advisory Board Day	23/01/19	Children & staff	Circulated with 20/3/19 Board Papers
Carmen Peraita Sanz	Local Advisory Board Day	23/01/19	Children & staff	Circulated with 19/6/19 Board Papers
Beverley Montgomery	Local Advisory Board Day	23/01/19	Children & staff	Circulated with 20/3/19 Board Papers



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Shiraz Kabani	Local Advisory Board Day	23/01/19	Children & staff	Circulated with 20/3/19 Board Papers
Kim Nembhard	Finance	08/02/19	Richard Baker (CFO Folio Education Trust) & Ann Pratt (HT)	Circulated with 19/6/19 Board Papers
Beverley Montgomery	Single Central Record monitoring meeting	28/02/19	Claire Gillick (SBM)	Circulated with 20/3/19 Board Papers
Beverley Montgomery	Safeguarding	28/02/19	Nicola Moorhouse (co DHT)	Circulated with 20/3/19 Board Papers
Beverley Montgomery	LAB Agenda Meeting	04/03/19	Colin Milsom (Clerk) Ann Pratt (HT)	
Beverley Montgomery	Governance Review/ HT Performance Meeting	05/03/19	Zoe Harris Jonathan Wilden (CEO Folio Education Trust)	Verbally to Board 20/3/19
Beverley Montgomery	Folio Education Trust Strategic Meeting	12/03/19	Head Teachers/Chairs/Executives	Verbally to Board 20/3/19
Carmen Peraita Sanz	Pupil Outcomes	29/04/19	Ann Pratt (HT) Carrie Cooper (co DHT)	Circulated with 17/7/19 Board Papers
Beverley Montgomery	Health & Safety	26/03/19	Ann Pratt (HT) Claire Gillick (SBM) Roman Krok (Caretaker) Oliver Blackburn (Folio COO)	
Debbie Chase	Personal Development, Behaviour & Welfare	03/04/19	Nicola Moorhouse (co DHT)	Circulated with 19/6/19 Board Papers



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Beverley Montgomery	LAB Agenda Meeting	20/05/19	Colin Milsom (Clerk) Ann Pratt (HT)	
Shiraz Kabani	Quality of Teaching & Learning	24/05/19	Ann Pratt (HT) Carrie Cooper (co DHT)	Circulated with 19/6/19 Board Papers
Kim Nembhard	Finance	12/06/19	Richard Baker (CFO Folio Education Trust) & Ann Pratt (HT)	Verbally to Board 19/6/19
Beverley Montgomery	Local Advisory Board Governance File Review	18/06/19	Shamas Raja (Office Manager)	Verbally to Board 19/6/19
Beverley Montgomery	LAB Agenda Meeting	01/07/19	Colin Milsom (Clerk) Ann Pratt (HT)	
Shiraz Kabani	Special Assembly	08/07/19	Whole School Assembly & Local VIP's	Discussed during Board 17/7/19
Beverley Montgomery	Single Central Record monitoring meeting	10/07/19	Shamas Raja (Office Manager)	Verbally to Board 17/7/19
Kim Nembhard	Year 6 Prize Giving	18/07/19	Year 5 & 6	Verbal Report Due on 3/10/19 (first LAB of the academic year)