**QA - Leadership Link Meeting Proforma**

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| **Date** | **Department** |

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| Outcomes: Data - Achievement and Intervention (including GT, PP, SEN, Students making good / not good progress)  |
| Discussion Notes | Action | Who? | When? |
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| Teaching & Learning: (e.g. Matters arising from *Drop Ins,* Learning Walks, QoW Scrutiny etc.) |
| Discussion Notes | Action | Who? | When? |
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| Staffing matters (e.g. Classroom Practice, Exams, Support needed, CPD) |
| Discussion Notes | Action | Who? | When? |
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| SIDP / PM / SEF Progress  |
| Discussion Notes | Action | Who? | When? |
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| Student Behaviour e.g. classes needing support / CPD / students on Faculty report |
| Discussion Notes | Action | Who? | When? |
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| Extra-Curricular/Enrichment Activities incl. contribution to Whole School life |
| Discussion Notes | Action | Who? | When? |
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Items for Next Meeting:

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| **Signed**  | **Signed**  |