

**OFFICE MANAGER GROUP MEETING**

**Wednesday 14 February** **@ 10.00am** ❤️

[Click here to join the meeting](https://teams.microsoft.com/l/meetup-join/19%3ameeting_OTQzNjAxNjMtZmU2Mi00MmM0LThjMjQtNGU3OWNjYWJiMTUw%40thread.v2/0?context=%7b%22Tid%22%3a%22cbd05c7e-0564-464c-a9c8-54e91753acee%22%2c%22Oid%22%3a%22d9cc384c-22e6-454a-bab1-c7679a162427%22%7d)

**AGENDA:**

1. Intros
2. HR Update
3. Governance update (including feedback on School Governance Handbook)
4. Procurement update
5. Appropriate Body update
6. NPQ update
7. Roles for email addresses
8. Arbor update
9. AOB