**St. Edmund’s Secondary School**

**Department of Natural Sciences**

**Departmental meeting**

The department was scheduled to hold a meeting to analyse the performance of the Grade 9 and 12 2020 mock results as advised by the administration. The meeting was scheduled to take place on 15th October, 2020 at 13 00 hours in the Agricultural laboratory. The date and time was agreed on by all members of the department. Unfortunately, the meeting could not take place because only 5 attended out of 12 members with one apology. The following attended:

1. Mr. Hameja Trust
2. Mr. Chibuye D
3. Mrs. Busaka M
4. Mrs. Namakando A
5. Mrs. Mudenda J
6. Ms. Ng’andu E

The following did not attend:

1. Mr. Mwanaziani E (apology)
2. Mr. Phiri M
3. Mr. Kalepa S
4. Mrs. Hakalyamba N
5. Mrs. Siadunka R

This meeting was supposed to bring out suggestions and intervention measures to help those pupils who would be found in such need. The suggestions raised were supposed to be shared with other departments during the meeting for HODs scheduled for Friday, 16th October 2020. Following this development, the department will have no input because of the failed meeting. (Note: The results analysis was done and each member was given a hard copy while a soft copy was posted on the WhatsApp group)

The acting Head of Department

Hameja Trust