

## Long Marston V A C of E Primary School

### Meeting of the Governing Body on Tuesday 12th May 2020 at 19:15pm ( Online via Microsoft Teams)

#### Minutes

*'Rooted in God's love, we rejoice to learn & respond to challenge'*

<b>Present:</b>	Mrs C South	<b>(CS)</b> (Head)	Mrs L Annett	<b>(LA)</b>
	Rev J Banister	<b>(JB)</b> (Chair)	Mr N Anderson	<b>(NA)</b>
	Mrs K Jaquet	<b>(KJ)</b>	Mr S Pitchers	<b>(SP)</b>
	Mrs L Bancroft	<b>(LB)</b>	Mr S Dawkins	<b>(SD)</b>

**In Attendance:** Mrs S Moore **(SM)** (Clerk to the Governors) and Mr Aidan Scahill **(AS)** (Member of SLT)

<b>NO.</b>	<b>Item</b>	<b>Action</b>
<b>1</b>	<b>To receive apologies and approve absences</b>  Chair welcomed all to the meeting. Absent with apologies Eileen Springford <b>(ES)</b> and Jill Finlan <b>(JF)</b> and Jon Lauder <b>(JL)</b> Absences all approved. Aidan Scahill <b>(AS)</b> attendance approved by all	
<b>2</b>	<b>Declaration of Interest</b> Governors were reminded that they must declare any conflict of interest, both pecuniary and other, that refers to an item on the Agenda.  Governors should make known at this point any items that they intend to raise under 'Any other business' so that all Declarations of Interest are based on all matters to be discussed.  No declarations were made regarding the Agenda or Any other business.	
<b>3</b>	<b>To approve the Minutes of 04.02.2020 meeting</b>  The minutes were agreed as a true record of the meeting and were signed by the Chair.	
<b>4</b>	<b>To consider any matters arising from the Minutes of 04.02.2020</b>  No matters arising	
<b>5</b>	<b>COVID-19</b>  We had two children in on the very first day. We have always been officially open welcoming and children from critical worker or vulnerable families. We had staff volunteers and created three week rolling rota. Currently we have children in on a Monday Wednesday and Friday. There is always a DSP in on one of these days. We currently have two families requiring FSM. These are being made at Dundale and delivered by Jane. We have had one family asking about meal vouchers. The guidance on this is very clear that if we are able to provide a meal then it is not necessary to use the voucher system as we would in effect be charged for both. The family were not interested in the meals only the vouchers.  It has been a very busy few days since the Prime Ministers announcement on Sunday. <b>CS</b> has met with staff today and is working on putting something together. Guidance for schools has come out much quicker than when we first went into lockdown. The priority has to be how this works for our school. The next step of guidance is saying that all children will be back in school before the Summer holidays. Our main priority is how this will work. Schools have been moved into this phase far sooner than we expected. The SLT will be discussing further tomorrow and more talks will take place with teaching staff who are already considering how this will work. We will be looking at smaller class sizes. Guidance is 15 pupils per class. We will go in and measure our classrooms.	

We are not sure that we will be able to fit 15. Once this has been decided we will have to think about groupings. **CS** will need to look at staffing constraints. She will have a one to one with each member of staff to see how it will work for them. We will need to organise classrooms, move furniture, remove furniture, anything that is left will have to be easily cleaned. We need to look at how cleaning is going to work. We will need staggered break times, drop off and pick ups. We need to ensure no parents are congregating outside. We need to consider how children will move around the school or don't. There will be no sharing of resources. Handwashing will be a regular routine we are already arranging extra cleaning supplies.

There will be no one with symptoms in school. If a child is symptomatic they will be sent home. If they subsequently test positive then the whole class will be sent home to isolate for 14 days. Guidance talks about possibly sending children to other schools. This is not for our school community it is not in our ethos.

**Q** - I have read the guidance around wearing of PPE. It implied if a pupil showed symptoms whilst in school staff would need PPE.

**A** – Guidance is quite clear that PPE should not be worn in school. **SB** our site manager has asked about PPE for him as he is more at risk. Pupils would not be in if displaying symptoms. There are two vulnerable lists, vulnerable and critically vulnerable ie someone that is pregnant with a heart condition would be on the critical list. A child within this household would have to stay home.

**Q** – You say PPE is not mandatory. If staff want to would you allow them to wear them?

**A** - The guidance is to not wear it in school. I would have a discussion with them about why they feel the need to wear it. If it came down to needing the staff in school then we would go with it.

**LB** comments that staff are going to have a massive workload if there are both children in school and homeworking. **CS** replies that this factor has come up. How do we cater for children in different scenarios? It has also come up, what if parents choose not to send their child into school, do we still cater for them too? We need to set aside half a day a week for staff planning, contact and health and wellbeing. But it is quite right, it is a high priority for the Governing Body to consider.

**SD** comments that his wife's school has done a blueprint . They have created a one way system in school. They have sent a letter out to parents telling them they need to reply by Monday to advise whether they intend for their child to be in school to allow them to plan. If they are not sending their child in then they won't be in for a month.

**CS** replies that guidance is assuming that everyone will be in. As soon as you give the option this can complicate things. We would like as many children in as possible.

**NA** comments that there is a lot of reference in the guidance to pupils showing symptoms and family members. Is there any guidance on school checking for symptoms? **CS** replies that the guidance is not to take temperatures when they are coming into school. Parents are very aware when their child has a temperature. If a child had a coughing fit or displayed even the slightest symptom we would contact the family to come and collect them.

**KJ** comments that a brilliant job has been done based on not very much information. The point that has been made that it has to be right for your school has to be the overriding factor. We had retail guidance come through last night. Something that came up is being really hot on washing your clothes. It is really important that you aren't wearing the same clothes two days running. It is something worth flagging to parents. Also it would be a good idea to have a different colour bin for items that need a deeper clean so they don't get mixed up.

**Q** – Do we give the children lunch or ask them to bring it in?

**A** – Guidance is that we provide a lunch. Initially we were going to ask them to bring in a packed lunch. It will be covered in the risk assessment.

**CS** asks if **LA** and **AS** have any further comments regarding the current situation. **LA** comments that in the last few months school has been led by a great Head. She has made it as easy as possible for staff. For those with children at home, there has been no expectation for them to work a full school day.

**AS** comments that he would like to think that they are managing their own lives as well as providing sufficient home schooling. One issue he is facing, he has a mixed class of Year 5 and Year 6. Year 5 who have not spent much time with him as he has been off since November. Then there are the Year 6 children who should be transitioning to Tring School. He is not sure how that will be managed asking does he get half of his class or half in on differing days? and is a bit concerned as to how that will pan out.

**CS** advises going forward it is her plan to talk one to one with all staff. She will then try and formulate a plan and risk assessment once she has a better idea of how many will be in. Once she has this she will share with the FGB. It is her aim that by the end of next week there will be a risk assessment and plan of what it will look like for R/Y1 and Y6. Then she will share this as soon as possible with parents so that they know what to expect.

**JB** thanks **CS** for all the work that is being put in and comments that we are incredibly lucky to have such a great team.

**Q** – **AS** I'm assuming that you are now ok to go back into school?

**A** – Yes I am all good to go.

## 6 HEADS REPORT

Report circulated to all prior to the meeting (See item 6 attached)

**CS** talks through her Heads report. She comments numbers have stayed at 134 through the year. New starters for reception were initially low but increased due to Bucks children. She thought that we would have 18 Reception children joining in September, when actually we will now only have 12. This is due to the Bucks children dropping off. There has been consideration given to letting the wider community know about our school.

### Staffing

We have been really fortunate to have had **RW** working alongside **AS** through COVID-19 and she has agreed to stay on with us for one day a week covering **SA** who left us at Easter. **KW** starts her maternity leave on 5<sup>th</sup> May but has also unfortunately broken her ankle.

### PPG

There have been recent changes to PPG and the way in which school can use PP to support other pupils who do not meet the criteria. The expectation previously was that you would look at £1320 PPG money per child and itemise exactly how you have spent it. The guidance has now changed and it can be used to support all vulnerable children and not just those receiving benefits.

### HIP

The HIP visited in January, it was all very positive. We are due another visit in the Summer Term. This can't be carried over.

### Work Scrutiny

The SLT meet regularly and are really on top of things. A lot of work has been done around Topic and it is very high profile for us. We are very proud of what we have achieved.

## SEN

Things are going really well. We are liaising with lots of outside professionals. We are finding that waiting lists are increasing and that we could be waiting for to up 18 months for a Speech and Language specialist. We have only got as far as we have due to **AC** chasing. If it wasn't for our trained staff and volunteer parents offering SAL support we wouldn't be as far ahead.

## 7 **OSAACS**

Minutes were circulated to all prior to the meeting (see item 7 attached) and have been read by all.

## 8 **Personnel**

Minutes were circulated to all prior to the meeting (see item 8 attached) and have been read by all.

## 9 **Resources**

The Budget for 2020/21 has been seen and approved by all.

**KJ** reports that we are starting the year with a £40,000 deficit. This seems huge but the year end wasn't actually as bad as we had expected it to be. It is an unsolvable problem. **CS** has lots of ideas to look at boosting our income but at the moment there are more important things to focus on due to COVID-19 **CS** has done a great job of keeping money in check and know that she will do a great job again.

## 10 **Governor Training**

**CS** advises that there are two training modules , Introduction to Safeguarding and Child Protection which she would like everyone to complete. There is also one on GDPR which she would love someone to have some background on. Both are now available on Governor Hub if anyone would like to support the school in that way it would be great.

## 11 **Safeguarding**

The SLT are all DSP trained. **CS/LA** are both Paediatric 1<sup>st</sup> Aid trained. There is always a DSP on site at anytime especially during the pandemic.

## 12 **Correspondence**

None

## 13 **AOB**

- Governor Monitoring- To be carried over to the next meeting
- Meeting Dates- Everyone happy with the current dates/times of meetings
- Governor Term of Expiry- **JF** and **LA** Governor Term are due to expire. Currently **JF** is thinking about whether she will be able to continue. **LA** happy to continue but will have to go out to staff members to give them the opportunity.
- **NA** Term Start date - **NA** Governor Term began on 10<sup>th</sup> December 2019

Finally **JF** completed the minutes of the Curriculum meeting where they looked at data, distance learning and COVID-19 she asks that everyone please read the SDP.

**Meeting closed at 20.32 pm**

**Date of next**

**Meeting: Tuesday 7th July 2020 19.15**

