



ALL SAINTS C of E PRIMARY SCHOOL

Extraordinary Governing Body Meeting

Remote – via Zoom

Monday 8th June – 6.30pm

MINUTES

Draft for circulation

MEMBERSHIP			ATTENDANCE
Julia Loizou	JL	Co-opted Governor - Chair	
Penny Seabrook	PS	Ex Officio Governor – Incumbent Minister	
Geoff Green	GG	LDBS Foundation Governor	
Diana Deighton	DD	Deanery Synod Foundation Governor	
Emily Richardson	ER	Deanery Synod Foundation Governor	
Matt Nixon	MN	PPC Foundation Governor	
Fr Ross Gunderson	RG	Deanery Synod Foundation Governor	
Nicky Baly	NB	LDBS Foundation Governor	
PJ Murphy	PJM	LA Governor	
Vanessa Fawcett	VF	Parent Governor	
Ed Gretton	EG	Parent Governor	
Anna Spence	AS	Staff Governor	***
Carol Gray	CG	Ex Officio Governor - Head Teacher	

IN ATTENDANCE:		
Penny Venters	PV	Clerk

ITEM	BUSINESS	ACTION
	<p>The Chair gave a brief summary of the meeting protocol. She explained that the meeting was being held so that Governors could learn more about the school's response to Covid 19 (CV19) issues, adding that the recruitment process for the Head Teacher had restarted and it was hoped the successful candidate would be known by the next meeting on 13th July. It was intended that the meeting last one hour and Governors were asked to limit their questions to agenda items.</p>	
1	APOLOGIES FOR ABSENCE	
	<p>Apologies had been received and were accepted from Anna Spence.</p>	
2	DECLARATIONS OF INTEREST	
	<p>There were no declarations of interest.</p>	
3	ARRANGEMENTS FOR REMOTE MEETINGS	
	<p>The Governing Body Virtual Meeting Policy has been approved and is on the website.</p>	
4	CHAIR'S ACTIONS	
4.1	<p>JL informed Governors that she has attended all Chair's forum meetings and gained much information about curriculum delivery, safeguarding and pupil support through the CV19 pandemic and the preparation for the return of some year groups.</p> <p>The Chair thanked the Head Teacher for all her work and that of the staff, particularly in regard to their preparation for re-opening this week. It had been a lot of work and the school was really well prepared.</p> <p>The Chair and the Head Teacher have a formal de-brief once a week and Governors have been kept informed on all matters via e-mail.</p> <p>The Risk Assessment has been shared with and hopefully read by all Governors. It has been sent to the LA.</p> <p>The Chair visited the school on Friday when lessons were taking place in all classrooms, with the exception of the Year 5 classroom which is slightly smaller. All the staff were well informed and knew what to do in the event of a possible CV19 infection.</p>	
4.2	<p>The school is responsible for getting Free School Meal (FSM) vouchers out to parents. The on-line system had been fraught with problems and Sylvia Finn, (SF) has done a lot of work in this regard. All vouchers up to the 15th June have now been allocated. If children are in school, they do not qualify. Each eligible family has been e-mailed with exact information pertaining to their circumstances.</p>	
4.3	<p>The Chair has spoken with a potential new PCC Foundation Governor and will update members at the next meeting.</p>	
4.4	<p>Head Teacher recruitment has restarted and the short list meeting takes place on 12th June, with interviews taking place on 2nd and 3rd July. PS offered a room at the vicarage if socially distanced face to face meetings were required.</p>	

5	HEAD TEACHER'S UPDATE	
	<p>The Head Teacher's Report had been circulated prior to the meeting and the Chair asked Governors for their questions.</p> <p>Q How are vulnerable children being monitored? A One family is classed as vulnerable and although the pupil is not attending, the school is in weekly contact. Other pupils that the school views as vulnerable in Reception, Year 1 and Year 6 are all coming in now that school is open for them.</p> <p>Q Has there been contact with Social Work in regard to risk associated with any child? A No, but there has been one 'Child in Need' meeting.</p> <p>Q Can teachers monitor safeguarding issues through the Zoom meetings? Are parents involved in the Zoom meetings? A The weekly Zoom meetings are intended to be class meetings, ie not with parental involvement, but there is of course no way to know if parents are listening in.</p> <p>CG informed the meeting that one parent has been in contact today suggesting the school is not doing enough teaching, offering a comparison with other schools, all of which were private. CG explained that the circumstances of All Saints and private schools were not comparable.</p> <p>Q Without the one to one sessions that those with SEN receive, how are the needs of this cohort being met? A If they are attending school then they are getting great support. They have received interim assessments and are placed into small bubbles and in fact getting one to one attention.</p> <p>There are two SEN pupils not coming in. One leaves at the end of the academic year and we are confident the other is well supported at home. This child's sibling was in school today and did very well.</p> <p>Q Is the school aware of anyone not able to get on-line? A No, all are able to do so.</p> <p>Q How has speech and language delivery been affected? A Speech and language provision is being delivered by the teachers. NHS professionals have been re-deployed to CV19 work and there is currently no specialist provision.</p> <p>Q What feedback has the school received to its on-line learning? A The work being set is largely being accessed and completed. A group of parents are asking for Zoom on-line lessons. Some parents assume they must teach their children all day, but this is not the case. The Year 1 teacher reports that phonics at home has been going well, but that writing practice has been missed.</p> <p>When students return, it will not be a catch-up curriculum. It is expected that a more holistic approach will be taken. CG will be attending Head Teacher's forums where more on the Recovery Curriculum will be discussed. Today pupils did some writing and worked on a poem and it went really well.</p> <p>Q From a parent's perspective, communication home has been excellent. In practice, do the school feel it has gone well? A It is now day three of re-opening and CG reported that after all the anxiety and planning, it is working very well. The teachers who were most anxious appear to be happy. Today, one staff member is self-isolating and one was off sick. Fortunately, two staff members were available for cover, but the on-going concern will be having enough staff for those children attending. There is capacity for one more year group, but the school awaits Government announcement on the next phase.</p>	

<p>Q What are the main messages coming from the staff?</p> <p>A Anxiety exists around the implementation of social distancing, but this is being achieved. If the Government reduces this to 1 metre, a re-measure would be needed to ascertain how many pupils could be accommodated.</p> <p><i>The Chair informed the meeting that there is confidential help line for staff run by the Educational Support Partnership and she offered to forward details to CG.</i></p> <p>Q Of eligible pupils, what sort of percentage are attending?</p> <p>A Around 70%, although this is expected to rise. In year 6, twenty students of twenty seven were in school. Today, there were forty-two students in the school. All those who indicated they would attend did so. One child with an EHCP did not attend.</p> <p>Q What are the financial implications of CV19?</p> <p>A Income is down, but some expenditure has fallen too. For example, when teachers are off sick, the school is not spending on supply teachers.</p> <p>The school is still struggling to form a balanced budget. In the future, the Governors should look to federate with another school in order to share staff and reduce costs where possible. JL informed Governors that the SBM and she were investigating this.</p> <p>CG confirmed that insurance premiums had all been paid.</p> <p>Q What can you tell us about the use of the premises, the cleaning regime and measures to ensure pupil cleanliness?</p> <p>A There is an enhanced cleaning schedule in place. In addition, class teachers use high pressure sprays to spray all equipment, zip wallets, chairs, tables and books. Playground equipment is being used and then sprayed after use. There are sensitisation stations around the school. On arrival, children wash their hands in the classroom. When they have used the toilet, they return to the classroom to wash their hands. There is a regular cycle of hand washing throughout the day. Fire doors are wedged open during the day to allow air to flow.</p> <p>Q Keeping fire doors wedged open may contravene requirements set out in the insurance schedule in the event of a fire.</p> <p>A This is a compromise, a documented risk. There is a need to balance the risk of fire smoke versus contagion from CV19. There is only one place in the school where individuals would be caught in a fire and it has access to flat roof. All doors are closed at night, which is the most likely time for fire to break out.</p> <p>Q Are we confident we have up to date contact details for all pupils?</p> <p>A Yes, since lockdown, all pupils have been contacted. Details are all held on SIMS.</p> <p>Q Given that there are no SAT tests, will the school do any assessment of pupils?</p> <p>A For our own use, yes. As Year 2 are not being tested, there will be no comparative national data for analysis for this cohort when they reach Year 6.</p> <p>End of year reports are being written now, using data from the Spring.</p> <p>Q Has the idea of Summer School been discussed in any Head Teacher forums?</p> <p>A No, but it should be understood that teachers are contracted to work forty weeks, so it would not be the teachers taking part. Perhaps they will look to graduates to take on extra teaching, but there has been no formal proposal put forward.</p> <p>Q Looking forward to September, are there any gaps in pupil admissions and is there a full complement of staff?</p> <p>A Nursery is full and there are 30 pupils coming into Reception. There are twelve gaps within the school and SF will be telephoning those who have shown interest. One teacher has resigned, but the replacement has already been recruited. The Staffing Committee will be informed of the detail tomorrow.</p>		<p>JL</p>
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<p>Q A</p>	<p>The school should advertise the pupil vacancies in the available local media. Whilst specific vacancies are quite dynamic, the school will get something out.</p> <p>Governors expressed their thanks to the Head Teacher and asked her to pass on their congratulations to the staff for the impressive work that had been undertaken throughout the CV19 pandemic and in the re-opening of the school. The video from the Head Teacher was much welcomed.</p>	<p>CG</p>
<p>6</p>	<p>CONTINGENCY PLANNING</p>	
	<p>A Governor asked what the protocol were should a member of staff or a pupil who are in school have CV19 symptoms.</p> <p>CG explained that one student or teacher tests positive for coronavirus, the whole class / group should be sent home and advised to self-isolate for 14 days.</p> <p>Other household members of the wider class or group do not need to self-isolate unless the child or staff member within that group subsequently develops symptoms.</p> <p>Symptomatic individuals should self-isolate for 7 days, or longer if still unwell or feverish. They should contact NHS 111 or 111 online if symptoms persist.</p> <p>Testing is available for all staff, pupils who are eligible to return to school, and their households.</p> <p>On receipt of a negative test result, a pupil or staff member may return.</p> <p>Isolation rules https://www.gov.uk/government/publications/covid-19-stay-at-home-guidance:</p>	
<p>7</p>	<p>DATE AND TIME OF NEXT MEETING</p>	
	<ul style="list-style-type: none"> Monday 13th July, 6.30 pm 	
<p>8</p>	<p>CONFIDENTIAL ITEMS</p>	
	<p>There were no confidential items.</p>	

The meeting ended at 19.30

Signed:
Chair

Date: