

DRAFT



MINUTES OF THE FULL GOVERNING BODY MEETING
HELD ON THE 11th JUNE 2020 AT 4.00pm
DUE TO EXCEPTIONAL CIRCUMSTANCES WITH CORONAVIRUS
HELD VIA TEAMS

Members of the Governing Body

Name	A/P/U	Category of Governor	Date of end of tenure	Designated Role
Mrs Sarah Tomlinson	Y	H/T		Headteacher
Mr Richard Strachan	Y	Co-opted	19/05/2023	Chair
Mrs Angela Holden	Y	Co-opted	13/05/2021	
Mr Rob Burrows	Y	Co-opted	23/11/2021	
Ms Jackie Stringer	Y	Co-opted	13/05/2021	
Mrs Emma Robinson	Y	Co-opted	13/05/2021	Vice Chair
Mrs Jen Hughes	Y	Parent	08/03/2021	
Mrs Joan Bailey	Y	Staff	15/10/2020	
Mrs Stephanie Crane	Y	Co opted	09/05/2023	
Mr Chris Bate	Y	Co-opted	09/05/2023	
Mrs Hayley Rigby	Y	Parent	13/02/2024	
Vacancy		LA		
Linda Giansante	Y	Governor Clerk		

Non-Confidential

1. APOLOGIES

RESOLVED: That no apologies were received.

2. DECLARATION OF PECUNIARY INTEREST

The Governors were asked to declare any potential conflict of interest or pecuniary interest with the business to be discussed during the meeting.

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RESOLVED: That no further action be required.

3. MEMBERSHIP/CONSTITUTION

The Governors noted that:

- There is one LA vacancy

Mr Colin Meachin who observed in a previous meeting has applied to be the LA Governor. His application has been forwarded to the LA for consideration. Further information was needed by the LA, this has been forwarded to the LA. We are awaiting the reply. The Clerk will continue to chase up.

Governors received an email proposing that Richard Strachan is re-elected to the board as co-opted governor and continues as chair. This was unanimously agreed.

RESOLVED: That on 19.05.20 Richard Strachan was re-elected to the board as co-opted governor and continues as Chair.

4. MINUTES OF LAST MEETING

Governors considered the non-confidential minutes of the last meeting, which had been circulated in advance of the meeting.

RESOLVED: That the non-confidential minutes of the last meeting held on 7th May 2020 were confirmed to be a true record and had been signed by the Chair.

ACTION: Clerk to print minutes from FGB 7th May 2020 for signing by the Chair on behalf of the committee at the next meeting at the school.

5. MATTERS ARISING

To consider any matters arising from the last meeting.

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ACTION PLAN

Work Stream	Action No	Date Opened	Action Manager	Action	Action Update	Target Date	Status
Governance	11	12.09.19	SBM	Clerk to check if it is compulsory for the gifts & hospitality register/Pecuniary Interests are to be displayed on website. Yes, it is compulsory for the P.Ints. Chair to create table for website – SBM is to complete this. Chair has spoken to SBM.		July 2020	Ongoing
Governance	9	21.11.19	Headteacher	Headteacher to reschedule Learning Visits with Mrs J Hughes & Mrs A Holden. To be rescheduled. Initial meeting held. Future dates to be confirmed when school re-opens.	Future dates to be confirmed when school re-opens	July 2020	Ongoing
Presentation	1	16.01.20	Mr Baxendale	Mr Baxendale to video absent & new Governors at a later stage. Hayley Rigby & Ange Holden to be videoed when school re-opens,	Defer to when school re-opens	July 2020	Ongoing
Governance	8	16.01.20	DHT	Update from DHT at next meeting on Read Write Inc.	Defer to when school re-opens	July 2020	Ongoing
Governance	9	13.02.20	Headteacher	Headteacher to speak to Hayden Baxendale about a school Spyder, the website provider to link the calendar button to the parent tab. HB to enquire and progress	Contact has been made but no action yet	July 2020	Ongoing
Governance	9	13.02.20	Clerk	Clerk to investigate New Governor Training for Hayley Rigby and advise Headteacher. Feb – No training is being undertaken at the moment, H/T to investigate online training.	Hayley has accessed training through Modern Governor,	June 2020	Closed

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					first module is completed.		
Governance	9	13.02.20	Headteacher	Headteacher to organise that the Attendance Thermometer resolution is to be checked so it is clearer.	Defer to when school re-opens	July 2020	Ongoing
Minutes	4	07.05.20	Clerk	Clerk to print minutes from FGB 13 th February 2020 for signing by the Chair on behalf of the committee at the next meeting at the school.		Next meeting in school	Ongoing

6. FINANCE

Budget Update Report

The Headteacher highlighted the following:

- The outline proposal for ECW SLA 2020/21 was shared with governors prior to the meeting which is the services the school purchase from the L.A
- All items listed are the services the school purchased last year and are used on a regular basis, the SBM has been through this thoroughly and the Headteacher is happy to suggest that we follow SBM's recommendation to continue with this as it is
- There is no major change in charging
- Only item not listed is School Trip Insurance, the school are awaiting a quote for this, it is likely to increase from previous years due to the number of claims re: the Covid19 situation
- £4K grant was applied for today to Edsential for the school to open for a few days a week during the summer holidays for vulnerable children. The school should hear by the 22nd June if the grant is accepted
- No major items were purchased since the last Governors meeting
- The school is currently obtaining quotes for renewal of the Photocopier contract

RESOLVED: Governors agreed to the outline proposal of the ECW SLA.

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7. LEADERSHIP AND MANAGEMENT

Update on Current Provision

The Headteacher advised that:

- We planned for 22 hubs to eventually open. This has obviously changed due to the R rate and Governors have been kept up to date. The school is still operating 6 hubs. This is constantly under review

Hub 4 – Key worker Reception and KS1 (13 children) 8-4

Hub 5 Vulnerable Rec and KS1 (10) 9.30-2.30

Hub 6 – Key work and Vulnerably Nursery (12) 9.30-2.30 or 8-4

Hub 18 – Key Worker KS1 (9) 9.30-2.30

Hub 19 – Vulnerable KS2 (10) 9.30-2.30

Hub 22 – Kaleidoscope (rota basis/ 2 days a week) 10-2

We would like to propose that we expand our offer to open to Year 6 from the 15th June, 3 days a week, based on our risk assessment. This would be hub number 20 (9 children). We think we will be opening Hubs 1,2, 7 and 8 from the 22nd June.

Hubs 1 and 2 are 2 days per week, Reception (12 children in total returning)

Hubs 7 and 8 are 2 days per week, Year 1 (13 children in total returning).

- There is speculation in the news at the time of writing this that the government are now not asking for all year groups to return to school for the last 4 weeks of the Summer Term. However, based on our risk assessment we think we will be able to accommodate Year 5 returning as we have so much surplus space in the building. We propose this to be from the 29th of June
- The Headteacher is working with Winsford Headteachers to plan what is best for the children and staff. Reception and Year1 will have difficulty operating in hubs.
- Currently there are 9 Year_6 children wanting to return.

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- There are 12 reception children wanting to return, they will be split into 2 smaller hubs to allow for an increase
- We have trialled CAT bags for pick up, however we are now going back to doing vouchers as on average, only 8 CAT bags were being collected each day. 124 pupils are eligible for FSM. We are going back to vouchers from Monday
- Transition calls for children leaving nursery are being done by videocall
- The Kaleidoscope staff have a different opinion of the children returning and are feeling vulnerable. There will be a further meeting with the staff arranged
- 70 people have recently collected further home learning packs

Q. Governors asked do the numbers for reception and Year1 include the key workers children?

A. No, not all have been in school, the numbers are all new returners. After speaking to the parents of vulnerable and key worker children individually, for various reasons, none of them wanted their children to return.

Q. Will Year_6 children have 3 consecutive days?

A. It will be Monday, Tues & Wednesday. If more come back this allows for Wednesday, Thursday & Friday to be used also.

Q. Will the children in Year_6 eligible for FSM get the vouchers if they are not in for a full week?

A. They will get food for 3 days and vouchers for 2 days.

RESOLVED: Governors agreed to the plan to open the school from the 15th as is planned by the Headteacher.

Update on Staff Wellbeing

The Headteacher advised that:

- It continues the same as reported in the last meeting, staff wellbeing is being monitored and support is available
- Some staff are reporting that they are feeling better as they are now coming into work

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- There is some resentment by certain staff for staff who are being paid to be at home. A polite reminder has been issued to be considerate and mindful of each other
- Supervision cannot work as normal, the DHT is looking into the problem

Q. Governors asked if supervision of staff can be shared with the SL team?

A. Yes, the DHT is helping. This isn't a problem specific to schools, it is within every workplace. Some staff members are working extremely hard at home. Others are posting pictures on Facebook of family picnics and walks. They need to be considerate of each other, this is how resentment builds.

Q. What are the plans for the further recovery of the school?

A. We don't know yet what will happen in September. Trying to plan staff and classrooms is difficult. The Headteacher has been in touch with agencies for staff, it looks likely that a lot of schools will need to go down that route.

Q. To what extent have staff been able to access any resources or IT equipment that they may need to fully enable them to work from home comfortably and efficiently?

A. All staff have been asked if they need anything and resources have been given where needed, they have regular check ins with line managers.

Pandemic Recovery Plan

The Headteacher advised that:

- A video for parents and a video for children has been made
- The parents are being kept up to date with regular letters, emails and communications on Facebook
- A list of governor's questions and concerns has been shared on Teams, this will be helpful to identify what we learnt from the experience in order for the school to prepare in the future. This list will help inform future planning by the Headteacher & SLT. Replies to questions will be updated regularly.

ACTION: Governors are invited to share questions & concerns on the Governors questions on Teams by sending them to the Chair to add or by adding directly in Teams.

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Q. Governors asked if there was anything that they could specifically help the Headteacher with?

A. There is no blanket answer as you cannot be physically in school, but the Headteacher appreciated the question, I communicate regularly with the Chair who is also monitoring my welfare.

Q. How many children are accessing the home learning?

A. This has dwindled to approx. 2-8 per class per week. A lot of families don't have the technology. They are needing to share a tablet or phone between the family. Some parents don't have the capability or skills to support remote learning. 70 people have come into school for the home learning packs which is good.

Q. Have the pupils missed a chunk of the curriculum?

A. Yes, they have missed a term and a week up to now. The last few weeks in school were also very disruptive. It is important to prioritise mental health when the children return. We have suggested to parents to concentrate on the basics, but the parents are showing fatigue of home schooling themselves. World Ocean day had a good response, but if we do new topics on research on history or science, only a small minority would engage. Even the high achievers are getting punctuation wrong, there is only so much feedback you can give.

Q. Were the disadvantaged pupils due to get laptops?

A. Only the secondary school disadvantaged pupils have received so far. We do have a stack of old laptops, but it would be difficult to decide who to give them to? They are broken with keys missing etc. The problem will be with the households not having enough data to run them. A survey completed a little while ago from parents asked if school support was sufficient and if they needed anything. Only praise was received, no concerns were recorded. The families are really interested in the packs that we have been producing. I think there is an element of fatigue and this is part of the issue. The school have been thinking of new challenges like the photo challenge. The PTA have purchased medals to be given to the children as a memento of lockdown.

8. POLICIES

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To NOTE: There has been a change to the Behaviour Policy & the Intimate Care Policy in line with Covid19.

Q. *Governors asked if there has been an additional of spitting & coughing?*

A. *Yes, it is amended on page 20-23 of policy, appendix 8.*

To NOTE: Governors are advised to read the appendices to the Behaviour Policy.

Q. *Has there been any progress with the other policies?*

A. *Helen is working to make the policies uniform on her admin day each week.*

Policies are being delegated to the SLT for review.

9. CURRICULUM, TEACHING AND LEARNING

The Headteacher advised the following:

- When the pupils return to school it will be important to recognise what objectives have been covered
- The priority will be given to the children's mental well-being in the first instance, it will be important to develop the right kind of work ethic
- The school will strive to accelerate their learning to get them nearer where they would have been
- Darnhall was in the Guardian newspaper highlighting the support to the community

Q. *Governors asked when do the school plan on setting curriculum-based work again?*

A. *The school have been reviewing the curriculum for example the maths subject lead has prepared a clear overview of what objectives are now missing ready for re-opening so cohorts can catch up. The advice we have been given is whilst children are learning at home, we must be very cautious about setting new objectives as a lot of misconceptions could be taught by parents/carers. With low numbers accessing this it also means that any new objectives would still have to be re-taught when children return. Staff will put links to online lessons from next week however the year groups who trialled this for me found that the children don't necessarily have the technology to watch them properly as phone screens are small and often with siblings they have one tablet shared between them all. Our curriculum plan is that when the school returns to*

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new year groups the focus will be on maths, English, reading, timetables and phonics with double science each week. Other subjects will be 'shelved' until children have caught up with the basic skills they need. For the hubs that are back they are already having basic skills alongside some mental well-being settling back activities. We are thinking that theme days will be how we reintroduce the wider curriculum so that they can have some cross-curricular links and be able to use their basic skills.

RESOLVED: That the Governors wish to thank the Headteacher and the staff for the home working being done with the pupils & the excellent work within the community by the school.

10. COMMUNICATION TO THE CHAIR OF GOVERNORS/CHAIRS ACTIONS

RESOLVED: That there were none.

11. DECISION SUMMMARY

- Governors agreed to the outline proposal of the ECW SLA
- Governors noted the updated financial position of the school
- Governors agreed to the plan to open the school from the 15th June as outlined by the Headteacher
- Governors supported and challenged the leadership team by asking questions

12. DATE AND TIME OF NEXT MEETING

The next meeting will be on Thursday 9th July 2020 at 6.30pm.

Signed:**Date:**

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L&M	7	11.06.20	Governors	Governors are invited to share questions & concerns on the Governors questions on Teams by sending them to the Chair to add or by adding directly in Teams		July 2020	