



*As an inclusive community built on friendship and love, Christian values inspire us through faith in God and hope for the future.
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Non-Confidential Minutes of the Governing Body Wednesday 20th May 2020 at 12:30.

Due to COVID-19, this meeting took place via virtual governance.

Governors Present: Mr. David Milham (DM): Chair,
Mr. Tom Bird (HoS): Head of School,
Mrs. Angela Matthews (AM): Consultant Head Teacher,
Mrs. Chrystal Denys (CD): Vice Chair,
Mr. Dan Freedman (DF),
Mr Charles Low (CL) *joined the meeting at 13:06*,
Ms. Eloise Symonds (ES),
Mr. Simon Molony (SM),
Mrs. Sarah Siddiqui (SS).

Clerk: Mrs Lorraine Bondzie-Mensah

PROCEDURAL MATTERS			ACTIONS
1	Welcome and Prayer	The Chair welcomed all attendees to the meeting and the HoS led the Governing Body in prayer.	
2	Apologies	There were no apologies required as the Governing Body sat in full quorum.	
SCHOOL DEVELOPMENT			ACTIONS
3	Review of School Re-opening Plans	<p>Further to the Prime Minister’s announcement on 10th May, re-opening plans and risk assessments were circulated to the Governing Body in advance of the meeting.</p> <p>Week commencing 10.05.20, the FLO contacted all the Year R + 1 parents to develop a better understanding of how many parents would be sending their children back to school and at that time only 2 for Year 1 and 1 child for Year R expressed an interest in coming back. Parents and staff have had significant concerns about maintaining social distancing for this age group. The Year R teacher was particularly nervous about the school’s ability to keep these children safe for potentially 6 hours a day. As a result, the school has decided that time they spend in school will be very short, focused periods of classroom learning. Learning through play will be completed at home. Year R will be in school for 1 hour 10 minutes a day, Year 1 for 2 hours a day, and Year 6 will be in for 2 full days a week. This has been well received by parents and as a result, the number of families planning on bringing their children back to school has increased. There will now be 6 in Year R and 3 in Year 1. Potentially, there will be 11 in Year 6, but confirmation will not be available until later today.</p> <p>Q1: Can clarification be provided on the Governing Body’s core responsibilities in regards to these plans?</p> <p>R1: Governors have overall responsibility to ensure children and staff are working in an environment that is safe as possible. It is recognised that schools cannot eliminate the risk entirely but the HoS has been looking at what the school can do; and whether it meets the needs of the children and staff. The Governing Body must review the risk assessments and plans provided, and be</p>	



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		<p>satisfied whether these measures adequately ensure the school is safe to re-open.</p> <p><i>The HoS provided the Governing Body with a virtual tour of each classroom, except Year R, so that Governors could see the set up / layout proposed. The classrooms had 7 desks only and were 2m apart, with a tray of resources allocated to each individual pupil.</i></p> <p>The HoS outlined which rooms / areas of the school would not be used. There are concerns that children will easily fall back into not being socially distant when outside of the classrooms. Children will be encouraged to enter toilets one at a time. The hall will be closed as it will take up a lot of the cleaner's time keeping it clean. The Year 5 classroom will be the 2nd Year 6 room. Windows and sky lights will be open for good air circulation. Each class will have an allocated toilet block. Governors are keen to advocate more outdoor learning.</p> <p>Q2: Why is the school not offering 5 days a week for Year 6 pupils? R2: Two members of staff will not be returning and other staff will need to cover these classes. Cover will be provided by the HoS and SENCO (who works part time). The school wants to create an environment which focuses their learning into a more intensive 2 days and prepare them for secondary school.</p> <p>Children will be wiping bags and coats clean on arrival and will be washing their hands frequently. Each Year R classroom will only have 3 children in each class. As a proportion of the pupil population, children returning will be: 3 children out of 9 for Year 1 and 6 out 10 children in Reception, including a new child starting.</p> <p>Q3: In light of the Year R curriculum being heavily focused on learning through play, what curriculum will you be offering which can be carried out whilst adhering to social distancing? R3: Activities will be focused on those which require the children to sit down and listen. For example: phonics, Read Write Inc, number recognition. The curriculum delivery will focus on core learning skills needed to take them into Year 1. The School Improvement Partner feels it will be very useful to help the children catch up, particularly with only 1 teacher per 3 children.</p> <p>Q4: Will the others be completing more outdoor learning? R4: Years R and 1 need to stay indoors to get back into the habit of being in school. In the longer term, they could have more activities outside. However, Year 6 will be completing a lot of work outdoors and may even have their tables set up outside too. Parents will need a reminder that children will need to bring sun lotion and hats.</p> <p>Q5: Governors expressed concern about the psychological pressure of putting children in a different environment. In particular, the quarantined environment and the pressure of keeping to the new socially distant rules. This may be particularly burdensome for Year 6 pupils who are in school all day?</p>	
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	<p>R5: The school will provide an outline of the plan to all Year 6 parents over the phone this week. The wellbeing of the children is of critical importance and if it is best for a child to not do full days then they can attend for a shorter period or the school will explore alternative ways to support the child. Parents may also choose not to send their children back after trialling it for a week and the school will support the decisions they make.</p> <p>Q6: How did the plan get developed? Was there any input from professional bodies or higher levels above the school?</p> <p>R6: AM and the HoS have been working towards re-opening before the announcement from the government was made. Since then, plans have been sent to the Site Manager, the CoG and the CEO. The Site Manager and the HoS created the risk assessments and he is experienced in working alongside Ellis Witham's health and safety protocols. KCC produced a risk assessment and was used as a comparison against the school's risk assessment. There has been no template provided by the Trust and there has been no request from the Trust to see the risk assessments.</p> <p>Q7: How will SLT monitor the risk mitigants in place?</p> <p>R7: The HoS will be monitoring the risks. Staff will be focused on ensuring the children follow the rules and the HoS will make sure the staff do. Staff have been working in pairs whilst caring for key worker children and the key issue identified was that it is in a teacher's natural instinct to get close to the children.</p> <p>Governors expressed concern that parents will wait outside if the Year R children are only in school for an hour and this may lead parents failing to adhere to social distancing. SLT will consider creating a waiting area if this happens but not until after the first week has been completed.</p> <p>The plan circulated to the Governing Body covers the first two weeks of June, then a review will take place and the plans may potentially change. For example, if it works well, they may increase the length of time Year R and 1 are in school each day.</p> <p>Q8: What action will the school take if children refuse to follow social distancing?</p> <p>R8: An informal approach will be taken and the school will discuss the issues with the parents. If the school felt the child's behaviour was too much of a risk, then they would recommend the child stays at home.</p> <p>ACTION: The HoS will review the safeguarding policy addendum to ensure the school is supported procedurally in these decisions.</p> <p>Q9: What is the school's position on face masks being worn?</p> <p>R9: If staff and children feel more comfortable wearing them, then they are welcome to but the school will not provide them, other than for administering first aid.</p>	
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<p><i>Charles Low joined the meeting at 13:06.</i></p> <p>Administering first aid will be a challenge. If a small child was to fall and hurt themselves first aid cannot be administered from 2m apart. Year 6 will be encouraged to administer their own where possible, whilst supervised by an adult. If it requires more urgent attention, staff will wear PPE to administer first aid and / or call parents to provide support or collect the children.</p> <p>Q10: Knowing all that we know about the parents and the children of our community, does the HoS want to / feel he should be opening the school? R10: The HoS would not have Year 6 children back until the last week of term if possible and would have preferred to have Year 5 pupils return. There is little value for Year 6 to return so soon. However, the school is likely to be in a similar position in September so the team should start preparing for a return to school. Children will fall behind if they are left out of school for too long. The school should be open and it is good that parents have been supportive of the new timetable. Support will continue to be provided for those who are home schooling.</p> <p>Measures will be in place to ensure the social distancing of parents delivering and collecting children. Years R + 1 children will have different pick up times. Lines will be painted at 2m apart for waiting parents and additional signs will be posted to remind them to keep to social distancing. The HoS provided Governors with a virtual tour of the squares painted onto the playground for Year 6 parents to use during pick-up. Staff will also be outside to make sure they are following the 1-way system and adhering to social distancing. Parents will be unable to drop in to reception and all payments will need to be contactless via the app. The guidance is very clear that there should be no visitors to school other than those who are absolutely essential for the running of the school. This also applies to Governors.</p> <p>The Staff Governor provided the Governing Body with her perspective and outlined how the staff team had had a lot of meetings about the proposed plans. The team feel this is the safest way in which they can open. She acknowledged that the team are able to put these measures in place because this is a small school on a large site and teaching colleagues in larger schools or secondary schools would not be able to facilitate such plans. This is also an opportunity for the children to receive a level of one to one learning support that they wouldn't normally receive. Therefore, Year R and 1 children will, in some cases, be getting a better deal.</p> <p>The Governing Body discussed the provision of home learning. Q11: Is there any concerns that not many children are accessing the home schooling resources? R11: This information has been collected by the FLO who has been phoning every family, each week. Teachers have also been contacting families too. Over half the pupils are accessing the work. If parents have been struggling to gain access</p>
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		<p>to the materials, then the school have been printing the information out and leaving it at the gate for collection. There are some concerns regarding Reception children. Parents are working from home and are struggling to give the youngest children the time they need to complete their work. Older children can work more independently.</p> <p>Q12: Is there any scope for more interaction between the children and the teacher? Would this add some focus to their learning?</p> <p>R12: Zoom meetings for primary schools are discouraged by KCC, as there are some concerns regarding safeguarding. Teachers have been calling when parents have requested contact. Teachers are mindful that these are young children and sometimes sudden contact can disturb and/or upset the child. So communication has been parent driven. This needs more discussion will SLT but some consideration could be given to pre-recording videos for helping parents with topics (such as the teaching of fractions) to better facilitate effective learning at home.</p> <p>The Governing Body are satisfied the plan for re-opening school has been well thought through and the risk assessments ensure pupils and staff are able to return to school safely. The school are in a good position to take the first steps into returning to teaching and learning.</p> <p>The HoS also sought approval for:</p> <ul style="list-style-type: none"> • If the R (rate of infection) factor at 1 or above on 28th May the opening of the school should be postponed. APPROVED. • Staff members who are reluctant to return in term 6 should take unpaid leave. REJECTED. Everyone must work together as a school community. As long as there is a genuine reason for not returning, staff should be allowed to continue to work from home and these members of staff should focus their efforts on supporting / developing home learning resources. SLT must identify what concerns these staff have and what action could be taken to enable them to return to work on site. However, the Governing Body recognise that if staffing dropped below minimum operational levels then the whole school would need to close. Staff have a right to inform the HSE if they feel they are not able to return to work in a safe environment. • If a member of staff has no childcare because there is no provision available for them, they can bring their own children into school with them. APPROVED as long as the child is not attending our school one day and another school on another day. 	
4	Next Meeting	The Governing Body will review the plans in week 2. A virtual meeting, using the same link as today, will take place on Thursday, 11 th June at 11am.	



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There being no further business the meeting closed at 13:41.

Signed:
Chair of the Governing Body

Dated: