



St Paul's CE Primary School
REMOTE Governing Body Meeting
Summer Term: Wednesday, 15th July 2020 at 6.00pm
Minutes

Present

Anita Amin	Foundation Governor (<i>PCC</i>)
Liz Bayliffe-Smith	Parent Governor
Hils Corcoran	Foundation Governor <i>Ex-Officio</i>
Aydin Djemal	Parent Governor
Josie Hewitt	Co-opted Governor (<i>staff</i>)
Brendon Jones	Foundation Governor
Abi Lee	Staff Governor
Matt Shanahan	Co-opted Governor (<i>Chair</i>)
Jan Sorohan	Head Teacher
Jane Walter	Parent Governor

Apologies

Paula Millward	LA Governor
Robert White	Co-opted Governor

In attendance

Penny Crinson	Assistant Headteacher
Jenny Power	Assistant Headteacher
Kathy Crotty	Clerk

Any text in red bold italics represents Governor question (Q); challenge (C); Governor and/or clerk support (S). Black bold upright represents decisions and actions.

1. Welcome and Apologies

Governors were welcomed to the meeting by the chair of the GB Mr Matt Shanahan. Apologies were received by the clerk from Paula Millward.

2. Declaration of Non/Pecuniary Interest

There were no pecuniary interests other than those declared on the website. Matt Shanahan has one child at the school; Rob White has two children at the school; Jane Walter has two children in the school; Liz Bayliffe- Smith has one child in the school and Aydin Djemal has one child in the school.

3. Declaration of Any Other Business

The LA have awarded two exceptional closure days for staff to undertake Covid infection control preparations. See item 7.

4. Approval of Minutes of the Remote Meeting held 17th June 2020 & Matters Arising

The minutes of the meeting held 17th June 2020 were approved as a true record.

Action: Abi Lee to post this presentation (home learning and the recovery curriculum) on google drive

This has been actioned

5. Verbal Headteacher's Report – Plans for September Opening

QA report - B. Holmes

The QA conversation was conducted virtually. The report identified priorities for 2020/21 will include the recovery curriculum and implementation of the new PHSE curriculum including PHSE. There were no questions on this report.

Covid-19 Risk Assessment and premises issues

- The risk assessment for September 2020 is a different document than the risk assessment approved for the 1st June wider opening. There are 144 pupils in school today and the highest has been 145. Most days there are approximately this number of children. This high number has enabled the new system to be tested. On Monday the 13th July and Tuesday the 14th July 2020 Yr3 and Yr4 children were invited in to meet their new teacher and this went very well.
- Furniture removal and timetabling is taking up the most time. The school will work in bubbles of two year groups. The school aims to introduce much PE activity. Home learning is continuing. PPA occurs on a Friday apart from the key worker children. The school is avoiding placing the tables in rows for learning in the early years and is managing the safety issues. The staff have been able to persuade some vulnerable children to return to school. There is a staggered intake in the mornings which can be shortened now the school knows how the groups work.

C: *What has gone well and on reflection, what might change?*

The new infection control arrangements have evolved and if something did not work it would be changed. There has been some micromanagement with the new procedures, an example is changes to the opening and closing of the gate. Staff morale was low at one point and staff were nervous and anxious at the beginning, this has dissipated. This has meant the staff are ready for September.

S: *Governors noted from their own observations many schools have not had so many children returning and congratulations were expressed.*

Q: *Have you had any Covid-19 scares?*

Yes, there have been some scares and children have been sent home but up to now the guidance was followed and all cases have come back negative after testing. These incidents reassured staff the guidance and procedures work well.

C: *Are you confident when numbers doubles, the guidance will still work well?*

There are no concerns and there will be new guidance before September. MCC has been very good with communication and has shared learning from schools with Covid-19 incidents. The LA has been very supportive and flexible. Schools and bubbles have closed in the city and the information required by PHE (Public Health England) has been shared so all schools will be ready if needed. The leadership is monitoring and ensuring the school community continues to follow the guidance. Attendance will be compulsory in September and parents have

been invited to contact the Headteacher if they feel there are any issues, no parents have so far contacted the Headteacher.

Q: Have you had any contact from parents at all?

The contact has been asking for the usual information such as holidays. A few parents were worried about their children returning in September 2020 and fears have been allayed. There has been much positive feedback from parents.

C: Governors noted the risk assessment is very thorough and were pleased about the work around PE. Governors asked about there being no gymnastics in the autumn term. It was felt this is important as there has been a long period when children have been inactive and exercise is good for mental health and wellbeing.

Abi Lee reported every year group will receive three sessions of PE each week to improve stamina and fitness. There will be an outdoors games session; and every team will do a dance session where children do not face each other. The third session will focus on improving pure fitness. Pat Callaghan has sent plans for staff for these sessions. EYFS are also booked in for session. Pat Callaghan is also working with groups on team building and well-being. Outside lunchtimes also will encourage activity. The LOs will be updated on activities. Each bubble has their own equipment and the bubble have trialed this and it is working well.

Q: What are your main concerns for the autumn term?

The leadership are concerned there might be second lockdown but there are systems in place. Normal colds and illnesses may mean sending children home more often until their condition is clarified.

Governors formally approved the Risk Assessment for the return of all children in September 2020

Plans for a future lockdown if needed

- The school is preparing online learning in case of a second lockdown. A survey of parents has occurred and this is being analysed. There have been 189 responses so far and these responses indicate the school online learning platform could be improved. Parents want an easy to navigate site so this is being changed so the children will access via a set teacher. Interactive lessons were requested, and video lessons are being explored. These lessons will not be live but pre-recorded. Parents noted editing documents was hard and there was too much screen time.
- Positive feedback includes praise for the daily learning activities, quick feedback, and the differentiation. This survey has given much useful information. Some responses to an initiative were seen as both a positive and a negative so balancing the different needs of parents will be a challenge.
- The staff are currently preparing one week of Maths and English activities in case the school is shut in the first week of September.
- The school is finalising a list of children who could not access online learning. Should a child not return for a reason there will be work ready to deliver. Longer term, all homework will now be online.

Q: What can the school do to help children without access to remote learning?

Some children at St. Pauls qualified for a laptop from the DfE scheme and the LA is just waiting for passwords. There is a systematic approach in place for paper packs of resources. In the future if there is another lockdown, there might need to

be a loan system or PP funding can be used to purchase devices, but it is not always the PP children without internet access.

Q: How many or what percentage of children do not have access to online learning?

At the start of the lockdown 10% did not have access but the recent survey indicates this is now higher. This tends to be because there is one device per family and this had to be shared. It was suspected some families preferred paper copies and this was provided.

Q: Is the LA going to force attendance is there is a Covid-19 resurgence?

If there is a lockdown this will be recorded as an authorised absence. The mandatory attendance will not apply in a lockdown.

Q: Are you full in September?

There are 304 places allocated. 10 vacancies are Yr5/6. The school is over capacity in in Yrs3/4. The school is full in reception and full in nursery for September.

Q: Why are there vacancies in the older classes?

If children leave the school the new families tend to have younger children. Four children returned abroad after their parents completed their studies.

Q: Does this raise concerns for funding?

Yes, this will affect the budget. Also, there has been no PIYFAP (Primary In Year Fair Access Protocols) places allocated and this is expected to start again in September.

6. Governing Body Matters

The chair asked Governors to think about what committee they would like to be a member of accepting each committee needs a working number of Governors.

The chair of the GB; the vice-chair of the GB; and the chairs of the committees will be re-elected in September. Governors were invited to contact Brendon Jones who is very experienced and is willing to support any Governors if they wish to consider a chairing role.

The link Governor role

The link Governor roles will be agreed at the first FGB meeting of the new academic year. The SDP (school development plan) will focus on a recovery curriculum and most of the school work will continue with the current curriculum. Governors were asked to indicate to Matt Shanahan which committee they would like to sit on and which link Governor role they are interested in.

This is the last meeting for Jane Walter who has served on the GB for eight years and formal thanks were given to Jane for her invaluable commitment to the school.

7. Any Other Business

Exceptional closure days

The LA have allocated two exceptional closure dates. This is additional to the five days already allocated. The school already has allocated the 1st and 2nd of September for Covid-19 Risk Assessment training. The Headteacher proposed the school uses these INSET days on the 4th and 5th of January 2021 which will

extend the Christmas holiday for the children. These dates and this will be useful to review the new procedures adopted in the autumn term.

Governors formally approved the additional INSET days on the 4th and 5th of January 2021.

Remote meetings

Q: Governors asked if GB meetings should continue remotely?

The DfE has not issued guidance but the NGA (National Governors Association) is advising GBs continue to meet remotely in the autumn term. The risk assessment requires the school to limit people in the building. It was suggested some link Governors could try to undertake their link governor tasks remotely.

8. Dates of 2020/21 Meetings

Dates of Full Governing Body Committee Meetings

Governors agreed the meeting would start at 6.00pm if the meeting is remote and 6.30pm if travelling to the school.

- Wednesday 23rd September 2020 – remote meeting
- Wednesday 2nd December 2020 – remote meeting
- Wednesday 3rd February 2021
- Wednesday 16th June 2021
- Wednesday 14th July 2021 (*not clerked*)

Dates of Resources & Finance Committee Meetings – 6pm

- Wednesday 4th November 2020 – remote meeting
- Wednesday 24th February 2021
- Wednesday 9th June 2021

Dates of Curriculum Committee Meetings – 6pm

- Wednesday 21st October 2020 – remote meeting
- Wednesday 3rd March 2021
- Wednesday 19th May 2021

Signed.....^{MBS}
Matthew Shanahan (Sep 24, 2020 12:37 GMT+1)..... Date..... Sep 24, 2020
Matt Shanahan (Chair)

Meeting closed at 18:50