

FULL GOVERNING BODY MEETING
THURSDAY 25th JUNE 2020: 1.00PM VIA VIDEO CONFERENCE

Present:	Anne Cronin (AC), Bridget Ditcham (BD – Chair), Keith Hay (KH), Michael Jones (MJ), Paul Jones (PJ), Caroline Norris (CN), Louise Pitt (LP), Helen Price (HP), Katharine Rooney (KR), Belinda Rowland (BR) and Heather Williams (HW).
Clerk:	Rebecca Marr
Present:	Michelle Law (ML) and Carol Simpson (CS)
Circulation:	All Governors, Michelle Law and Carol Simpson.

Item No.	Agenda items/Discussions	Action
1.	<u>Apologies</u> All persons were present.	
2.	<u>Declaration of interests</u> A declaration of interest was made by HP in the item pertaining to the Afterschool Club (ASC) and the Early Drop Off Club (EDO).	
3.	<u>Approve the minutes of 4th June 2020</u> The minutes of 4 th June 2020 were proposed by AC and seconded by KH. The minutes were unanimously approved. Next steps: 1: To sign the minutes	BD
4.	<u>Provision going forwards</u> The provision of live video lessons were discussed at the last meeting and it was agreed to keep this under review. The SLT and staff have reviewed this and the decision is that this will not be offered at the current time. The main issue is having adequate levels of staffing to run the lessons. 2 members of staff are required for each lesson and this is not possible with the other work the staff are doing (teaching in bubbles and setting on line work). There are safeguarding issues as well. Q: I think it is possible to run online lessons. There are safeguarding issues but I would welcome the opportunity to be involved in further discussions and offer my experience in leading the provision of on line lessons where I work. Pupils are disengaged and should be given the opportunity to reconnect. Although on line lessons are fraught with difficulties there are many other options. A: We simply do not have the staff to run it and to set it up. Some families have not got the use of a computer or it is being used for the parent's work. We need to ensure equality of access. Video inputs have been put up on line which the school has received positive feedback on. We do agree connection with teachers is vital and we are looking at ways to ease the transition in September. Q: I think with smart phones accessing on line lessons will be possible for the vast majority of pupils. Employers are being more flexible, so if parents had notice, a lesson one day a week or month could be	

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Chair

accommodated. I think interaction with their teachers is more important than doing worksheets on line that can be accessed by a multitude of other sites. I appreciate the school is planning for September but there are so many unknowns that we need to keep the home learning under review.

A: Pupils may have access to the content but not at the time of the live lessons.

The Chair apologised for her misphrasing in her earlier email; the provision of on line lessons was to be kept under review and the matter was always going to be discussed under matters arising.

Q: Children are not used to speaking on the telephone and although I appreciate the challenges on staff, and they are working hard, I hope alternatives to telephone calls to home can be considered.

A: The majority of pupils have been delighted to hear from the teachers on the telephone. If there are a small minority that are unhappy how many of these would engage online?

There was a discussion on the role of the Governing Body and whether the decision to offer on line lessons and phone calls was an operational one and therefore a decision for the SLT. Some felt that this was an operational matter and a disproportionate amount of time was being spent on this matter. Others felt that the governors were right in asking questions and offering their expertise to the school.

Q: Are all the home calls to the pupils been completed?

A: Not yet. Those that have been a positive experience for staff and the pupils.

Q: Why is it only the staff in school who can make the phone calls; can we utilise the staff that are working at home?

A: The advice we have been given is that the calls need to be made from school from a safeguarding point of view.

A briefing note from the Headteacher had been circulated prior to the meeting. It was noted that the pupils seem to be enjoying back at school and the bubbles working well. It was noted that the SLT had looked at how many more pupils they could accommodate and it was around ¼ more. Identified pupils will be asked back to join the key worker bubble. Those pupils have been identified from the telephone calls.

Two notes sent to the parent body on the ASC and EDO fees had been circulated prior to the meeting. The Governing Body were given the background. The Governing Body noted the wide range of opinions of the parent body. The terms and conditions of the ASC and EDO need to be revised to be fit for purpose. If all sessions are cancelled for the Summer term the deficit will be £26,000 and the school budget is already tight for this year. This deficit will have to be found from another pot which may adversely affect all pupils. The Governing Body also took into account that some families are financially suffering as a result of the Covid-19 pandemic.

Q: Is it possible to spread the deficit over the year by using credits for sessions later on?

A: This will not affect the bottom line of the budget and the financial year runs until March so would be immaterial. The ASC/EDO clubs

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Chair

have not been looked at for September but realistically we could have lessor children in the clubs as more parents are working from home and the Clubs may not run in September if we need to have separate bubbles.

It was proposed that all sessions in the Summer term be cancelled and credit balances processed in accordance with the parental wishes. **The Governing Body unanimously approved this proposal.**

In September, fundraising for the ASC is to be reviewed alongside the possibility of moving the club to an external provider.

The Governing Body were disappointed that despite the Government encouraging schools to offer wrap around care and to generate income the loss of income from the ASC/EDO clubs is not considered exceptional enough for the Government to cover as part of their Covid-19 additional funding.

The Governing Body were appraised of how the handover of the Headship is going; the highlights of which were:

- There are a lot of unknowns and changes to guidance expected but particularly for the new starters we are conscious we need to get information out for September.
- Foundation Stage will have a staggered start to the new term which will be slightly later than usual to allow for home visits to take place (that ordinarily would have taken place in the summer term).
- We are hoping to send a video to the new starters to ease transition and some information on how to prepare their child for school. We are also hoping to offer a stay and play session.
- A dedicated email address has been set up for the new starter parents and there is specific information on our website. We have had positive feedback from the new starter parents regarding the information sent.
- A staffing update was given for September. Mrs Neale has been appointed as the Assistant Headteacher for a year in a non-classroom role. Mrs Neale will assist ML and will lead on inclusion which will be particularly important as the children return to school. A member of staff is moving with the children from Foundation, Year 2 and 4 to ease transition.

MJ left the meeting (2pm).

- More 1:1's may be needed which we will try to recruit internally.
- 2 temporary contracts were not renewed. Both members of staff were thanked for the tremendous work they did and they were wished well.
- The children who have returned to school were given a survey to get a feel for what emotional needs of the children will be in September. We will focus on establishing the things the children have missed including a sense of belonging, freedom and control over their lives, a routine and a structure.
- Slight adjustments have been made to the rolling programme to take into account of the schooling that has been missed. For example Year 1 will still be working with the early learning goals initially.
- All children will be told who their teacher is in September before

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Chair

the end of term. Other ways to help the children with the transition are also being considered.

Q: Is there any financial assistance from the government to expand the teaching areas i.e. portakabins to allow all the children to return to school?

A: The Government guidance is clear that schools should not spend money to expand the physical capacity of the school. There are so many other parameters preventing all children from returning other than a lack of physical space including a limited number of hand washing facilities, toilets, lunchtime controllers and teachers.

KR left the meeting (14.12pm).

Q: With the Inclusion Teacher leaving have the key foundations been put in place to enable other members of staff to continue the good work?

A: We are disappointed we do not have the funding to continue to employ an inclusion teacher. There are plans in place to continue with the work.

Q: Have the catering arrangements got sufficient capacity for staggered lunches?

A: We do currently.

Q: Could we open the ASC's in September if we purchased gazebos for the different bubbles?

A: It would be worth considering but the main issue preventing the re-opening is the number of staff required to run the bubbles.

Next steps:

1: To circulate the staff rotas to governors

2: To circulate the safeguarding guidance given to schools from Wokingham Council and the Unions

3: Add fundraising for the ASC to the FGB agenda in September and the possibility of moving to a third party provider.

4: To lobby the relevant agencies to treat the loss of ASC/EDO income as exceptional for the purposes of applying for additional funding.

5: To write to parents advising them of the Governing Bodies decision on the ASC/EDO sessions for the summer term

6: To write to the parents separately placing them on notice that it is unlikely, with the current guidance, that the ASC/EDO will be able to operate in September.

CN

CN

Clerk

KH/KR/CS

CS

CS/CN/ML

5.

Pupil matters

5.1 Safeguarding including Attendance, Bullying, Exclusions and Prevent – It was noted that BD had picked up the responsibilities of the safeguarding governor to allow PJ time to do the relevant training. BD was thanked for this. There are increasing numbers of vulnerable children as the Covid-9 situation has gone on.

Attendance for those who can attend school was reported as being excellent. Attendance is being reported to the DfE and to Wokingham Council as per the requirements.

There have been no exclusions, incidents of bullying or prevent matters to report. The Governing Body were pleased to note that the behaviour

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Chair

of the children who have returned to school has been impeccable.

Q: Are we able to revisit the issue of racial equality and ensure we are reflecting diversity in recruitment?

A: Yes our equality objectives will be reviewed in July and recruitment will be one part of the review process. Older team have covered some of the recent events following interest from some of the pupils. All racist incidents are reported to the Governing Body and these are very rare.

6.

Staff wellbeing

Work on staff wellbeing is still continuing including the newsletters. A staff survey was sent out which the SLT will collate the results of and implement any required action. Team leaders are keeping in touch with their team. The Chair of Governors sent a card to the staff in the ASC/EDO and the lunchtime controllers. Governors were thanked for sending messages of support to the staff which were warmly received and appreciated.

7.

AOB

None.

8.

Date of next meeting

It was agreed that another meeting would be needed before the end of term, but a date will be set once the school has further guidance from the Government, and more is known about how the opening of the school will look in September.

Governors were thanked for their time in attending this meeting when they are working from home.

The meeting ended at 14.25pm.

Signed:.....
Chair