

**Additional Meeting of the Full Governing Body
21st May 2020
Virtual Meeting via Zoom
5pm**

Agenda

Governors Present:	Mick Baker, Jane Dickson, Alison Frost, Les Gunbie, Vanessa Hickey, Matt Hillier, Dick Knight, Millie McDevitt, Jane Pegler, Jenny Poore (Chair), Rosie Reekie, Bronagh Shevlin, Haydn Stride
Officers Present:	Teresa Dee (Clerk)
In Attendance:	Richard Baker, Roshan Dias

	<u>Agenda Items</u>	<u>Action</u>
1	<p>Introduction</p> <p>a) Welcome The Chair welcomed all to the meeting advising that this additional meeting would focus on the National Governors Association recommended business priorities which had been extended to seven.</p> <p>b) Apologies for Absence Apologies for absence received from Reg Hook, Jennifer Johns and Derek Swindells.</p> <p>c) Declarations of Interest None</p>	
2	<p>Business Critical Decisions</p> <p>Budget and Health and safety policy discussed under 2b above. The Headteacher added that letting income was not expected to return in the short term and that Covid 19 related expenditure was ongoing. A separate cost code had been set up to identify additional expenditure with a view to reimbursement from the Covid19 funding.</p> <p>Staff appointment made to PE the previous day following recruitment process including a remote video lesson.</p> <p>There had been another resignation with the position needing to go out to advert though staff member did not officially leave until January. Governors commented that ongoing positive recruitment and full staffing situation was a confident message to put forward to the school community.</p>	
3	<p>Care for children who are vulnerable with EHCP Plans, the children of key workers</p> <p>Governors asked whether attendance was lower than expected and in response the Headteacher advised that it was in line with other schools in the city with the school with the highest attendance on around 20 students.</p> <p>List of people that were able to work at school had been established and was sufficient to deal with additional numbers of students attending.</p>	
4	<p>Actions taken by the school/trust to mitigate against concerns that the partial closure of schools will impact on the outcomes achieved by disadvantaged pupils and widen the attainment gap</p> <p>The Local Authority had requested risk assessments on all EHCP students, these had been submitted. Annual reviews were ongoing.</p> <p>Concerns over widening gap were discussed under item 7.</p>	

5	Safeguarding - Monitoring the wellbeing and welfare of pupils, staff and stakeholders School site security discussed under item 7.	
6	Any issues arising from how the building is currently being used and remote working for staff Security on site was an issue with the school having been broken into twice during the lockdown period resulting in some damage. Both incidents had been reported to the police. The AstroTurf pitch was regularly being used by intruders and concern was that this very valuable resource could be damaged. The nets had therefore been removed to make it less attractive and extension to the height of the fence was being considered. A pre contract meeting had been held regards the school perimeter fencing with the project due to start the following week.	
7	Support to Parents and Carers to help educate children at home Work was continuing to be sent students with additional webinars for year 10. The trialling of Microsoft teams was ongoing in maths and PE and was working quite well. The main issues for delivery of lessons were around the urgency of bringing forward plans to upgrade the IT systems originally planned for September 2020 implementation.	
8	<p>Issues relating to the future re-opening of the school Meetings were being held with other Headteachers to come up with a similar model for reopening of all secondary city schools. It was anticipated that it would not be safe to open the school from 1st June and that a reopening to year 10 would be nearer the second part of the half term. There were concerns over how year 10 students would social distance at school. The unions whilst not part of the planning process for reopening had been consulted, their advice was for staff to not discuss reopening. Currently there were two potential models for year 10 reopening being considered which the leadership team hoped to be able to discuss with staff. Risk Assessments had arrived from the Local Authority on 20th May with extensive work already completed on them. Governors would be part of the overview of these in advance of any decision being made on reopening.</p> <p><u>Questions and comments from Governors</u></p> <ul style="list-style-type: none"> • Governors acknowledged the frustration faced by the leadership team regards a lack of clear guidance on what to do to safely reopen. • The role of Governors would include testing the robustness of the risk assessment that the school came up with. • What thinking was there behind the two models being considered for year 10 return? • One city school was considering using outdoor space for face to face contact with students. • Could teachers move around instead of students? • What was the offer for year 10s if they did not go into school? • It had been observed that year 10 were not all exercising social distancing during the current lockdown arrangements so on return from school it would be difficult to keep them 2 metres apart. • Whilst unions were advising staff to not be involved in discussion it would be useful to ask them to contribute to the thinking without having to commit to what they would do. • Was there a sense of sharing ideas and combined effort from Heads? • The guidance needed to come from the Government and school leaders should not be put under pressure to reopen without clarity. • Practice should be making plans to reopen with the responsibility shared with Governors. • Brighton and Hove had sent out a clear message that schools should not reopen until safe to do so. Was there no one at the Local Authority providing generic guidance such as washing hands. • Parents might be concerned that their children were to be moved between classrooms. • The model could be based on the smallest number that the school could manage with a scale up when considered safe. • Only six weeks before the end of school year and crucial that something in place. • When students return there will be a differentiation in the amount of work that students have covered which would impact on school structure. • The tone of any communication to parents would be a supporting one involving the Governing Body with some of the challenges being faced by school leaders communicated. 	

	<ul style="list-style-type: none"> Whilst there were a lot of key stage 3 and 4 children observed in groups in parks there were many that would be concerned and anxious about coming back to school. <p><u>Responses to Governors' comments and questions</u></p> <ul style="list-style-type: none"> Staff want to reopen but only when safe to do so and parents would expect the school to know what it was doing but without clear guidance from the DfE that would be very difficult. What was known was that the school would not reopen on the first week back from half term and that leaders would need to look at the school site to see how to best implement social distancing. A survey of year 10 parents indicated a preference for contact with subject staff potentially in an academic review model with fixed appointments. As a group the school leaders were in favour of a model with two days of quality learning for all attending year 10 students requiring individual teachers to be in school for two days a week noting that home learning for years 7 to 9 would be continuing. Groupings for maths and English were different preventing a teacher moving around school model. School leaders had been in discussion with unions but with no clarity of thinking around a phased reopening and what it would look like it was not possible to present exact proposals. A survey similar to what had been used for the parents could be used to gather staff views. Most schools had talked about the 8th June start back date and different models were being considered dependent on their own students and facilities (These models were outlined to Governors). School leaders wished to keep the community on side and to not be out of step with what other schools were doing. Currently plans were being made to reopen without a determined date. There was no generic guidance available from the Local Authority though there had been mention of using bleach throughout the building. Within the risk assessments the cleaning down of surfaces between classes would be considered. Thought processes were changing on a daily basis as more information came out and discussions took place. Using outdoor space was more suited to primary level and I did not seem to be suitable for the school due to being a through site with members of the public using it as an exercise area. Two days of transition being considered for the new school year dependent on government advise. A governors' statement within the Friday newsletter would be good. <p>ACTION – Share risk assessments for reopening to Governors.</p> <p>ACTION – Governors statement to be drafted to include within the weekly school newsletter.</p> <p>5.58pm – Jane Pegler left the meeting 5.59pm – Alison Frost left the meeting</p>	<p>RB</p> <p>MH, JP, DK</p>
9	<p>Any Other Business</p> <p>a) Date of Next Meeting With further announcements from the Government expected on 28th May a meeting shortly after was recommended allowing sufficient time to consider the risk assessments for reopening.</p> <p>b) Catering Catering staff had been provided with laptops to place orders for food</p> <p>c) Last Meeting 4th May 2020</p> <ul style="list-style-type: none"> Approval of Minutes Minutes not available for approval. <p>ACTION – Approval of 4th May minutes postponed to next meeting of Full Governing Body.</p>	

- **Budget 2020/21**

Governors were advised that the final version of the school's budget for 2020/21 was due for submission to the Local Authority the following day.

ACTION – Budget for 2020/21 to be circulated to Governors for comment by 3pm on 22nd May prior to its submission to the Local Authority.

- **Health & Safety Policy**

The Health & Safety Policy had been updated in line with Governors suggestions regards inclusion of specific Covid 19 issues.

ACTION – Health and Safety Policy to be circulated to Governors for approval at next meeting.

Meeting ended at 6.27pm

Date of next meeting 1st June 2020 at 5.30pm