



## VIRTUAL MEETING OF THE FULL GOVERNING BOARD ON 12<sup>TH</sup> MAY 2020 AT 9AM

*“We are a community with a lifelong passion for learning.”*

*Theme for the year – Ofsted Ready and Curriculum Leadership*

**Present:** Hilary Priest (HP), Head, Mike Waterson (MW), Chair, Karen Jarvis (KJ), Rob Hill (RH), Ian Stewart (IS), Neil Maslen (NM), Laura Partridge (LP)

**In attendance:** Debbie Horton (Clerk)

### Minutes

<b>1</b>	<b>Welcome &amp; apologies for absence</b> Apologies from Claire Jones, Ceri Goddard and Sam Gothard. They were sanctioned.
<b>2</b>	<b>Attendance &amp; declaration of Interest</b> The clerk noted all attendees. There were no declarations of interest.
<b>3</b>	<b>Approval of minutes of last FGB meeting on 28<sup>th</sup> April 2020</b> The minutes were agreed as a correct record and they were signed by the Chair.
<b>3.1</b>	<b>Matters arising from minutes of last FGB meeting</b> There were no actions from the last meeting and the actions from the previous meeting had been completed. KJ asked if the governors could write to the staff to acknowledge and thank them for their response to this crisis and all that they were doing for the school. The governors agreed.  With reference to the need for maternity cover mentioned in the last minutes, HP suggested an arrangement using an existing member of staff, with Early Years' experience, who is a qualified HE teacher. This teacher would like to convert to primary teaching, and HP said that the school could support her conversion using the apprenticeship scheme. She would be on a NQT salary and be able to provide maternity cover for a year.  <b>Q: MW asked if she would be full-time.</b> <b>A: HP said that she would, though she would have one day a week out of the classroom, to be covered by KJ, to do NQT online learning with a tutor. She has to have links with another setting, but this be covered when the teacher returns from maternity leave.</b>  <b>Q: NM asked if the level of cover offered by this arrangement would be legally compliant in a Reception of 45 children.</b> <b>A: HP said that there would be 2 teachers and 3 TAs in Reception.</b> <b>NM said that he would check and get back to the governors.</b>  <b>Q: RH saw that this would work well from an internal resources management point of view, but asked why an external candidate wasn't being considered.</b> <b>A: HP said that this member of staff knew the Grove way of working, and she trusted her.</b>  The governors agreed that the suggested arrangement was acceptable in principle, but they would need to know that it was compliant, and would await NM's report back on that.  <b>Q: NM asked if paediatric first aid was covered in Reception.</b> <b>A: Yes</b>  <b>ACTION: MW to write to staff.</b> <b>ACTION: NM to check staffing ratios in Reception and report back to governors.</b>
<b>4</b>	<b>Committees</b> The governors noted that the Pay committee is scheduled to meet on 13 <sup>th</sup> May 2020 to consider a

	request to re-grade from a member of the support staff.
<b>5</b>	<b>Budget</b> This was unchanged since the last FGB meeting.
<b>6</b>	<b>Update from Head, to include safeguarding.</b> This was unchanged since the last FGB meeting.
<b>7</b>	<p><b>School re-opening</b> The governors had been sent the latest information from the DFE. Key points are that Reception and Year 6 children should return to school, with no more than 15 in a class. There was some advice about social distancing, including staggered playtimes and arrival and departure times. The children should be taught, with an adjusted curriculum.</p> <p><b>Q: Governors asked if the document reflected any of the concerns expressed by DAPH and DCC.</b> <b>A: HP said that it didn't, that it bypassed questions about how to keep staff safe and who is responsible if a member of staff contracts corona virus.</b></p> <p>LP said that this was a grey area. No case law exists around this, and if worried about risk and liability, then it would be best not to force any member of staff back to work if they felt medically vulnerable. They should be able to make their own decision, backed up by medical advice.</p> <p><b>Q: MW asked if HP knew which members of staff are willing to come into school.</b> <b>A: HP said that she did, but staff issues were complicated as it wasn't possible for them to be in school and home school other year groups, and they were affected by self-isolating individuals in their own households.</b></p> <p>KJ and HP felt that social distancing was just not possible with Reception and Year 1 children and that there wasn't much point, educationally, to have Year 6 in school, particularly as home schooling was working well. This was the time of year when Year 6 would be working on transition and end of term plays, neither of which were possible now.</p> <p><b>Q: NM asked if the risk assessment, which the school is required to have, should be signed off by governors, to share responsibility.</b> <b>A: LP said that since Devon County is the employer, it should sign off the risk assessment.</b></p> <p>NM said that he would send HP the risk assessment from the schools he works with, as an example.</p> <p><b>Q: NM said that he didn't think this document would be the final version, given the number of unanswered questions, so it was not worth doing a lot of work based on it. He asked if there was anything which could be done in anticipation of a new version, which would be useful.</b> <b>A: HP said that it would be important to look at what is feasible and what are the barriers to a likely plan in the school setting. She is also meeting with the SLT, the primary partnership heads, and she is in conversation with DAPH and DCC.</b></p> <p>IS said that it would be important to get an idea of how many children would be coming back into school. This could be canvassed through an announcement in the newsletter. HP agreed and said that Starcross primary had sent out a brief questionnaire to parents, and she had asked the Head to send it to her. IS thought that a holding statement in the newsletter would be reassuring to parents, letting them know that the school is considering its next moves.</p> <p>NM thought that the school should plan for the worst case scenario, and have supplies of masks, and hand wash etc in school. IS pointed out that the DFE document did indicate that children who show signs of Covid in school should wear a mask whilst waiting to be taken home. KJ said that the school had some masks, but the number would be checked.</p> <p>NM asked about the Head's well-being and if she was okay. HP said that she and all staff had access to supervision, but she hadn't needed it so far and she is fine at the moment.</p> <p>Governors asked if the school could go against government advice if necessary. NM said that school</p>

	<p>opening is at the discretion of the Head, but it would need a brave Head to go against it.</p> <p>In summary, MW said that there wasn't a clear way ahead for governors yet and the board needed to be led by the Head as the situation developed.</p> <p><b>ACTION: MW to report governor actions to parents in next newsletter.</b></p> <p><b>ACTION: HP to find out how many children are likely to come back to school</b></p>
<b>8</b>	<p><b>Policies</b></p> <p>Pandemic (March 2020) (for information, as previously adopted by Chair's action), Capability (2020 version), Maternity &amp; Adoption Leave Support (Nov 2019 version), Whistleblowing (annual review), Parent Code of Conduct (March 2020).</p> <p><b>Parent Code of Conduct:</b></p> <p><b>Q: NM asked if class What's App groups were covered under the policy.</b></p> <p><b>A: Governors agreed that since What's App is a public forum, it was included under the current wording.</b></p> <p>Governors agreed that the point about alcohol would be amended to allow it to be sold at school events.</p> <p>HP said that the Code would be put onto the website and a link would be given to parents in the newsletter, so they were aware of it and knew where to find it.</p> <p>The governors agreed all the policies listed under this item.</p>
<b>9</b>	<p><b>Clerk's report</b></p> <p>None</p>
<b>10</b>	<p><b>Correspondence</b></p> <p>None</p>
<b>11</b>	<p><b>Items brought forward by the Chair</b></p> <p>None</p>
<b>12</b>	<p><b>Date &amp; time of next meeting</b></p> <p>FGB meeting - June tbc, though if HP needed a meeting before she would let MW know.</p> <p>The scheduled Teaching and Learning and Resources meetings in the Summer term are cancelled.</p>

**The meeting ended at 9.50am**

#### **Summary of actions**

<b>Item</b>	<b>To do</b>	<b>By whom</b>	<b>By when</b>
<b>3.1</b>	Letter of thanks to staff	MW	Within fortnight
<b>3.1</b>	Check on teaching ratio compliance in Reception.	NM	Before next meeting
<b>7</b>	Governor report in next newsletter	MW	Next newsletter
<b>7</b>	HP to find out how many children might come back to school if it opens in June.	Head	By next FGB meeting

t