



VIRTUAL MEETING OF THE FULL GOVERNING BOARD ON 20TH MAY 2020 AT 3PM

“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), Sam Gothard (CG), Ceri Goddard (CG), Claire Jones (CJ).

In attendance: Debbie Horton (Clerk), Sam Wilkinson, Deputy Head (SW)

Minutes

1	Welcome & apologies for absence There were no apologies.
2	Attendance & declaration of Interest The clerk noted all attendees. There were no declarations of interest.
3	Approval of minutes of last FGB meeting on 12th May 2020 The minutes were agreed as a correct record and they were signed by the Chair.
3.1	Matters arising from minutes of last FGB meeting 3.1 letter of thanks to staff – MW - done 3.1 check on staffing ratios in Reception-NM. LP said she had looked into this and it was a complex area, and without a clear answer. She suggested that since they were the employer, Devon County Council (DCC) should sign this off and asked if Sandie Lovell could take this forward. 7. governor report in next newsletter- MW - done 7. How many children might come back to school if it opens in June – HP. See item 5 below.
4	Staffing structure The Governors noted that the Pay committee had met and agreed to regrade the Business Manager role from F to G
5	School re-opening To approve risk assessment and plan for re-opening the school. The governors had received DCC's risk assessment template and guidance, a checklist from the Unions, and a draft letter to parents from the Head, explain the re-opening plan in detail. HP emailed a completed risk assessment to governors. The plan is to open school on June 2 nd for Reception children only and for mornings only. A second phase, of more extended opening to other year groups, will progress from there. Q: CG asked about the process of the meeting and whether the Senior Leadership Team were recommending this re-opening plan to the governors for approval. A: HP said the plan had been discussed with the SLT and staff, and whilst she and staff were nervous about opening, this was the SLT's recommendation. The governors should be satisfied that the recommendation had been properly informed by a thorough risk assessment and were being asked to accept the plan or not on that basis. She observed that the unions hadn't yet come back with a definitive position for their members, so this could affect whether the plan was workable or not. Q: RH asked if there was a recommendation from Devon County Council (DCC). A: HP said that DCC is following the government's recommendations. Q: CG asked if the governors had the authority not to open the school A: HP said that they had, and she has her own personal reservations about the advice, but she

would not want to go against government guidance.

The governors went through the completed risk assessment.

HP said that the re-opening plan was based on 'bubbles', which were self-contained groups of up to 10 children plus 2 members of staff. The bubbles do not mix with other bubbles, and drop-off, pick-up and playtimes will all be done by 'bubble' and staggered. The keyworker children, who have been in school together throughout the lockdown, will be one bubble, for example. The governors noted that not many parents had said that they would send their children back to school on June 2nd. The plan was to have a maximum of 8 children per classroom. Children would not be expected to wear uniform, until the school reconvened as a whole school.

Q: NM asked what the rationale was for mornings only.

A: SW said that half-a-day would be plenty for the young children and for staff. The kitchen is also closed.

SW informed the governors that:

- There would be a one way-system around the school, which would work well given the school layout.
- Fire procedures would change as a result of the new one-way system. The new procedures had been planned by IS, Sandie Lovell and SW.
- Unused furniture would be removed and stored next to the Year 6 classroom to make more space in the school.
- She would draw up a timetable so that 'bubbles' would know when they could use the playground and other spaces in the school.
- There were enough ipads for each 'bubble'.
- Lidded bins had been provided in the school, as advised by the government and the contents would need to be treated as contaminated waste and disposed of carefully. Staff were aware of this.
- She had bought plastic gloves for staff, since they would be using bleach sprays a lot, and plenty of necessary supplies.
- A room had been set aside for children who show Covid symptoms in school, and a PPE pack was expected from DCC.
- She said that children had been very careful about handwashing in her experience so far.
- A physical barrier would be set up in the Foundation toilets, to ensure that each 'bubble' had its own area there.
- There would be no visitors in school and notices on the main doors would make this clear.
- Informal daily staff briefings will continue.
- More door props will be needed to ensure ventilation in the school

Q: MW asked if there would be a fire practice within the first week.

A: HP said that all fire procedures would be followed properly.

Q: NM asked about the plan to provide ventilation by propping open doors and said that Health and Safety laws would not allow for the propping open of a fire door.

A: IS said that potentially only one was a fire door and that would need to be checked.

Q: NM asked what would happen if SW couldn't be in school, given that HP was shielding. Who would take responsibility?

A: HP said that another SLT member would take over.

Q: RH asked if there should always be two members of the SLT on site.

A: HP said that this wasn't possible at the moment. SW thought that there should be a greater SLT presence on site, as it was a lot of responsibility just for her.

LP said that she felt strongly that Year 6 should be able to go back, as their transition to secondary school was important.

HP disagreed and said that they were engaging well with home-learning and had been connecting with their

	<p>teacher in a meaningful way. They were doing a virtual end-of-year event, and transition was being addressed as much as possible. NM said that Year 6 and Reception had gone back in his schools.</p> <p>RH supported the recommended re-opening plan. He left the meeting at 4.05pm.</p> <p>NM queried the section in the letter to parents which said that if someone in the school gets Covid19 the whole school should close, as the guidance from Public Health England says that only the 'bubble' needs to remain at home. CG suggested that this section was reworded to say that the school 'could close, with reference to current guidance'. CG had two comments about the tone of the letter rather than the content, and would email them to the governors. NM also suggested a different use of language around the section which referred to refusing access to families who didn't follow social distancing guidelines. SW said this wording was to discourage 'bubbles' from meeting outside school.</p> <p>Q: SG asked if the rules about keyworker children could be explained as they weren't identical to government guidance.</p> <p>A: HP said that if the guidance was followed the numbers of keyworker children in school could make it unmanageable, so the school had to restrict the offer to lone keyworker parents and those families where both parents were keyworkers. They couldn't extend the offer to families with just one keyworker parent. HP said that she had communicated the reasons for this to parents on an individual basis.</p> <p>HP and SW said the re-opening plan was as safe as it could be, and was a gentle and slow way of easing towards full opening of the school.</p> <p>NM said that he was satisfied that the risk assessment was robust, and that all measures were in place to guarantee safety as much as it could be in the circumstances.</p> <p>CG said that it wasn't possible to mitigate against external circumstances in this particular situation and she supported the SLT's recommendation. She left the meeting at 4.15pm.</p> <p>SG had concerns with the government guidance, but nevertheless supported the SLT's recommendation and thanked them for their thoughtfulness and all their work.</p> <p>MW proposed approval of the risk assessment and re-opening plan as recommended by the SLT.</p> <p>The governors agreed to the proposal.</p> <p>MW thanked SW for attending the meeting and for all her work during this crisis.</p>
6	<p>Clerk's report</p> <p>None</p>
7	<p>Correspondence</p> <p>None</p>
8	<p>Items brought forward by the Chair</p> <p>None</p>
9	<p>Date & time of next meeting</p> <p>FGB meeting - June tbc</p>

The meeting ended at 4.20pm.