

**Additional Meeting of Full Governing Body
8th June 2020
Virtual Meeting via Zoom
5.30pm**

MINUTES

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

	<u>Agenda item</u>	<u>ACTION</u>
1	<p>Introduction</p> <p>a) Welcome/Purpose of Meeting The Chair welcomed all to the meeting and provided an overview of the meeting priority business items.</p> <p>b) Apologies for Absence Apologies for absence received from Jennifer John.</p> <p>c) Declarations of Interest None. The declarations register had been included within the meeting papers.</p>	
2	<p>Last Meetings Dated 4th May 2020 and 21st May 2020</p> <p>a) Approval of Minutes The Full Governing Body reviewed and approved four pages of minutes from the meeting of 4th May and four pages from the meeting of 21st May.</p> <p>b) Matters Arising Not Included Elsewhere on Agenda No outstanding items.</p>	
3	<p>Issues Relating to the Future Re-opening of the school</p> <p>The Headteacher introduced this item with an update on the latest advice from the Local Authority and the plans being put in place for the for wider opening of school to year 10 students.</p> <ul style="list-style-type: none"> • Guidance from Local Authority following advice from the local public health director was to not open schools beyond the current provision for key worker families and vulnerable children. This was due to the R level for Covid 19 being considered too high in Brighton & Hove and therefore posing a risk to health through spread of the infection. Secondary Heads were questioning this decision with officials as it was out of line with the advice to schools in both West and East Sussex. • If the school were to reopen on 15th June under Government guidance the additional student numbers each day would be a maximum of 80 which school leaders felt was manageable under the two metre social distancing rule. • School leaders had visited site and in reference to guidance from the department of education had rearranged classrooms to accommodate up to 14 students two metre apart. Images of a selection of classroom had been shared in the meeting papers. • A one way system for entry into school buildings via the sports hall was being devised with floor markings and hand washing facilities before students were taken to class. • The school day would be shorter with a later start and earlier finish and lunch would be eaten in class. • For the first week back year 10 would have tutor groups sessions and for the following week a timetable of English, maths , science and RS would be provided. The third week back would be an option subject week. 	

Signature.....Date.....

- A survey of year 10 parents had provided an indication that 90% would send their children to school if the risk assessment process was robust.
- The risk assessments had been completed and were available for Governors review before shared with unions and families.

Questions and comments from Governors

- What would the capacity be in school under social distancing rules?
- Could the photographs of the rooms be shared with parents?
- Governors had been advised that there was no R value for Brighton & Hove and that the nearest one was for the whole of the south of England.
- Was the school using a “bubble’ arrangement with students remaining in the same small group all day?
- R value in the south as a whole included Kent, Surrey and Sussex and wide area of variation.
- There was a suggestion that the R value was not an efficient measure for Brighton & Hove as the number of deaths were so low.
- Was there an intention to go against guidance if there was lack of confidence in the R value.

Responses to Governor questions and comments

- The central guidance was that no more than 25% of the year 10 cohort should be in school at any one time, a maximum of 80 for Dorothy Stringer. The planning was based on that maximum number. In any given day the rooms required were being determined and set up with no rooms being used more than once a day. Cleaning would be at the tail end of the day.
- It was planned to share photographs or a video of classrooms in a message to parents about the general set up and cleaning arrangements at school.
- The R value for south of England was 0.97, the school was guided by public health locally. The school needed to see how it could operate with 80 students with a view to scaling up in advance of September.
- A system of bubble would not work at secondary as students would be taught by their normal teacher. Each student would only be in one day a week.
- Th director of public health had made it clear that due to the R value locally it was not currently safe to reopen schools more widely.
- Local authority guidance would be followed.

a) Risk Assessment for Reopening

Governors were talked through the key principles of the risk assessments; the following key points were highlighted.

- Forehead temperature thermometers were available in school but under advice would not be used routinely as students arrived.
- Social time and canteen had been considered the higher risk times leading to a decision to remove the breaks and for students to eat lunch in their period 3 class.. The day would start at 10am and finish at 2.30pm.
- No sharing of facilities allowed in school , paper would be provided at start of day and students would need to bring in their equipment.
- Lessons planned with the minimal movement required.
- If students could not follow social distancing rules in practice there would be a warning system. Governors were advised that continued breach might lead to the need to send students home and that legally this could only be done by formal exclusion.

Questions and comments from Governors

- How would lunch provision be managed?
- Were there plans for those students not bringing in food.
- Impressed with the amount of work that the school had input into making wider reopening happen. There were a lot of young people on the campus with the other schools and colleges nearby. Had there been plans around entrance and exit to school?
- Was there a code of conduct for return to school to provide some guidance on changes expected behaviours?

- Having looked at documents around risk there was an impression that the experience would be a bit dismal for students and might lead to a challenge on managing behaviour.
- There will be different attitudes of students and staff members towards dealing with the Covid 19 situation and concerns about returning to school..
- During the period of lockdown some students may have been in a home situation that had made them become vulnerable. Did the safeguarding team have scope to identify and pick up these students?
- Was there a student consultation group to draw upon?
- What opportunities were being provided for physical activities in the school?
- What progress had been made on getting individual risk assessments for students with SEND?
- How has curriculum been designed for the different groups of students?
- Had the core groups been set according to how much learning they had been accessing.
- How confident were the teachers in the range of levels that students were at?
- School leaders appeared to have come a long way in finalising plans, had staff been carried along and were there any concerns?
- Assuming the school would reopen to year 10 from 15th June was systems were in place to review and report progress?
- What mechanism was in place to gather feedback at the end of each day?
- Were there any plans for a wider opening before September?
- Were teachers expected to clean desks if a student coughed or sneezed on a desk.

Response to Governors' comments and questions

- Students would be required to bring in their own food and drink , including water.
- There were no plans to provide food as the canteen staff were currently furloughed and the risk of a canteen operation was too great. There was an option for students to go home if necessary.
- Contact had been made with the two other schools on campus and there had been agreement regards day timings and closing of some access routes to keep young people apart. Gates were being installed around the school site with those on Stringer Way already in place. Use of public transport might be an issue once more students were using it. Currently the indication was that 14 would use it and these would not necessarily be in on the same day.
- There had been an amendment to the behaviour policy that was ready to go out to parents.
- The difference of having a teacher face to face with a supportive message of being back in the community and working together would offset some of the more negative aspects brought about by the need to socially distance. The tutor groups had a session to explore how students might be feeling and the type of concerns that they may have.
- A data capture had identified those not accessing learning and contact was being made to those students flagged. Operation encompass emails being received for any concerns in community.
- The junior leadership team were available and whilst they had some input much of the work needed was around safety of students and staff. A student survey had been conducted , revealing that the main concern was around others breaking the social distancing rule. There had also been a view from students that they did not wanted to get straight back into lessons, however school leaders had felt that tutor time on return was important for a resetting opportunity.
- The Head of PE had been on school site to assess what opportunities there might be for physical activities in line with guidance though it was unlikely that any provision would be possible until September.

6.20pm – Derek Swindells left the meeting.

- The individual risk assessment for all students with EHCPs had been completed in line with Local Authority expectations. Support would be provided to the students before return and consideration was being given to placing them in class where they could easily be taken out for one to one support with their key workers.
- Students will be with their usual teacher who will know where they are at with their learning.as they will have been supporting them remotely through lockdown. In the

	<p>option subjects they may be more difficulty as there had been less contact though it was likely that those classes would be very small enabling individual attention.</p> <ul style="list-style-type: none"> • In maths and science students would be in their ability classes and in English they would be in their mixed ability classes. • Teachers would know who had been accessing learning and there had been some elements of live learning that had enabled assessment. The issues were around the lower ability students where the gap in progress had likely been widened. The range of Interventions would be finalised once the position was known. • There had been a whole staff meeting the previous week that had worked well and it was thought that staff had been carried along with school leaders plans. Union representatives were being consulted to address any concerns from staff. There was some anxiety about leaving the safety of their homes particularly from those in the vulnerable group. Risk assessments would be undertaken and options for continuing home working considered. • There was a hold on reporting student progress and formal mock exams had been suspended. Attitude for learning was being recorded. On the practical side the implementation of social distancing the school heads were in regular contact sharing best practices. • Staff were very good at providing honest feedback by email. After a full cycle students would be asked for feedback. They might want more contact time but at present there was a limitation on the % that could attend. • The Government had made it clear that no other year groups would be coming in until September. • There was no expectation that teachers would be required to clean desks , they would need to ensure that they were cleaned when a student coughed or sneezed on it. <p>AGREEMENT – The Full Governing Body approved the risk assessments subject to some minor revisions and answering of outstanding questions based on what had been presented agreed that it was safe to reopen the school in a phased manner once the Local Authority had given the go ahead.</p> <p>Review by Governors of the phased return was discussed and a governor visit after two weeks was suggested with views gathered from the wider school. After the Clerk alerted Governors that Governor visits were not currently a permitted activity alternatives for monitoring were considered. These included feedback from the school , video of school in action and questionnaire to staff.</p> <p>ACTION – Final risk assessment to be circulated to Governors</p>	RB
4	<p>Business Critical Decisions</p> <p>a) Budget 2020/21 Following the previous meeting the proposed budget for 2020/21 and multiyear budget summary had been circulated for Governor approval by email before submission to the Local Authority. The Business Manager agreed to provide Governors with a monthly financial outturn report.</p> <p>AGREEMENT - The Full Governing Body ratified the budget for 2020/21 and multiyear budget that had been submitted.</p> <p>b) Health & Safety Policy Sections on crisis management and infection control were noted in the revised policy.</p> <p>AGREEMENT - The Full Governing Body approved the revised health and safety as presented.</p>	
5	<p>Any Other Business</p> <p>a) Chair of Governors Jenny Poore advised that she would be stepping down as the Chair of Governors at the ned of the academic year though would remain as a Governor.</p>	

6	<p>Date and Time of Next Meetings Date of next meetings 22nd June and 6th July.</p> <p>Meeting ended at 7.19pm</p>	