

**Additional Meeting of Full Governing Body
22nd June 2020
Virtual Meeting via Zoom
5pm**

MINUTES

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

	<u>Agenda item</u>	<u>Action</u>
1	<p>Introduction</p> <p>a) Welcome/Purpose of Meeting The meeting had been held as an additional meeting for school leaders feedback on progress made with the phased reopening of the school, initially for year 10 followed by wider reopening for other years in autumn term.</p> <p>b) Apologies for Absence Apologies for absence received from Jane Pegler, Rosie Reekie and Derek Swindells.</p> <p>c) Declarations of Interest None</p>	
2	<p>Last Meetings Dated 8th June 2020</p> <p>a) Approval of Minutes The Full Governing Body reviewed and approved five pages of minutes from the meeting held on 8th June 2020.</p> <p>b) Matters Arising Not Included Elsewhere on Agenda</p> <ul style="list-style-type: none"> • Risk assessments - The final version had been circulated to Governors. • Survey of staff - Views of staff were to be obtained via the staff governor. 	
3	<p>Phased Reopening of the School</p> <p>The Headteacher provided an update on how the reopening of the school to year 10 students had been including the following points:</p> <ul style="list-style-type: none"> • Maximum of three tutor groups in on any one day. • For the first week back year 10 had been split into half tutor groups either attending in the morning or afternoon. The maximum number of tutor groups that could be on site any one day was three. • The second week introduced the usual lessons. The students had generally been very quiet on return to school with little talking to each other. Although quiet they had been very keen to get back to work and behaviour was good. • Year 10 attendance had been over 90%. Those not attending were mostly in families that were shielding. • On the whole the school was well under 14 to a class. • Students being taught by their usual subject teachers. One teacher at home had zoomed in and taught his class virtually. • Year 10 were to enter school via the sports hall but had needed changing at short notice due to a flood in that area. The entrance had changed to the science area which had worked quite well due to the higher level of hand washing stations there. • Building has been thoroughly cleaned with the level of cleanliness being maintained daily. Staff who had voiced an opinion had felt reassured by the safety measures put in place. 	

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

- Priority had been given to students having face to face contact with their usual class teachers.
- Into the third week option teaching to be covered with more rooms to be used, placing additional work on site and cleaning teams.
- Overall it was felt that the school had done a really good job in supporting year 10 with their remote learning and getting them back into school in a safe manner.

Questions and comments from Governors

- Had the students been anxious about being back in school and in close proximity to each other?

Responses to Governor comment and questions

- The groupings were smaller than usual, sometimes as small as six and students might not have been with their closer friends.

The Headteacher shared his thoughts regards opening further to include Key Stage 3:

- There was no clarity on the expectations for the return of the whole school in September.
- The school leaders were looking at a plan to bring in the new year 7 a transition day on 7th September as they would have missed out on the normal transition opportunities in summer term. The whole of the school would return on 9th September to provide a further settling in day in line with usual process.
- Investment had been made to improve the IT infrastructure. The broadband provider was being changed with an installation by September and teachers were being provided with laptops so that remote lessons could be delivered through Microsoft teams if the school was still in a hybrid mode. A number of staff were using teams and training was being provided to all.

Comments and questions from Governors

- The school in autumn is usually very busy with full corridors and children in large groups at breaktimes particularly when weather was poor. This would provide a challenge. Had the school leaders thought about how to manage this?
- Should the social distancing rules change to one metre would the timetable be adjusted to allow more students on site each day?
- If the year 7 transition plans for September did take place there would be a need for some careful communication for other years that would be further delayed returning to school.
- How had the home learning been going for the students that had not been in school..
- It was a challenge for school leaders to fully satisfy all groups of families and as the lockdown progressed parents would be feeling anxious for their own children. There might be a gap in the communication to some groups and whilst school leaders do not have all the answers it might be useful to share the challenges with families.
- Staff members might also be anxious about returning to school , what had the school put in place to support wellbeing.
- Had the school communicated to all parents how well the return of year 10 had gone to provide reassurance.
- What were other schools doing for year 7 transition?

Responses to Governor comments and questions

- The canteen had been taken out of the plans for return as it was a higher risk area. It would likely be an issue again in September. An alternative to biometrics payment was being explored.
- The government had added a further rule that only up to 25% of the year 10 cohort could be on site at any one time , though there had been a recent caveat that more year groups could be brought back if it was safe to do so.
- It was still unclear what rules might be in place from September and even with a reduced social distancing rule to one metre it would not be possible to get all 1700 students in school on day one of the new school year. School leaders were conscious

	<p>that the key stage 3 students had not received the same offer as year 10 despite best efforts.</p> <ul style="list-style-type: none"> • The school had been using the Stringer Learning Gateway a system that staff and families had used before lockdown and were familiar with. This was in line with DfE advise to set work on a familiar platform. For Key stage 3 students there had been very few interactive live lessons, however teachers had been in contact with students by email either weekly or fortnightly. The younger students had not been used to managing so many emails and had to adapt. The level of emails was around 15 a week. The view had been taken that all students should be able to access the learning set and that a timetable of normal lessons would have provided challenges for those families sharing devices or without devices. There had been a focus on ensuring all year 10 and vulnerable students had a device to work on. Where other students did to have a device work books had been made available. On the whole home learning had worked well and was being developed. The teachers had undergone extensive training on use of various IT and communications systems. There had been communication from two groups of parents that had not been happy with the level of interactive lessons which the school had taken on board. • With the phased year 10 return to school some staff were starting to come into school and were able to reassure others of the safety in school. There was a staff wellbeing group and a strand on this in the school development plan. • There was weekly communication from the Headteacher on all aspects of school life including the return of year 10. Additionally a learning newsletter was sent fortnightly, the idea of including comments from year 10 students within this newsletter would be explored. • Other schools were exploring different models of transition currently. The school were doing what was felt appropriate for the size of the cohort and to enable them to feel settled into the school. Squeezing transition into one day would not provide sufficient attention and bringing them in whilst social distancing in place would not be a good experience. <p>The Chair of Governors picked up the point on communication with families and advised that there had been direct emails for Governors attention from parents. These were not necessarily complaints and therefore would not normally be considered by Governors outside of the complaints process. The Chair took comment and suggestions from Governors on a format for enabling parents to have a voice and to raise their concerns whilst retaining a strategic overview. It was noted that most of concerns expressed were around what was happening in September which provided a challenge for the school to address as there was very limited knowledge on what rules would be in place. Governors felt that even without full information a communication to parents around what was known and not known was appropriate. The Headteacher mentioned that year 8 had not had a parents evening for a long time and that school leaders were looking a holding a virtual event. There was comment that this would be difficult to make inclusive as not all families had the technology, however it was noted that those most vulnerable had been receiving regular contact from school.</p> <p>AGREEMENT - The Full Governing Body agreed that Heads of Year would provide a communication channel for parents, targeted and appropriate for the year group. From the questions received the school would provide a FAQ communication.</p> <p>6.26pm - Richard Baker left the meeting.</p>	
4	<p>Any Other Business</p> <p>a) Governance During Summer Governors discussed how to provide ongoing support to the school whilst ensuring that staff had an opportunity for a break from work. The final meeting of the year was scheduled for 6th July.</p> <p>AGREEMENT - Governors agreed to hold fortnightly meetings to cover key issues arising.</p> <p>b) Special Educational Needs</p>	

	<p>There was a request for an update on the support being provided for children with special educational needs.</p> <p>ACTION - SENCO to be invited to the next meeting to provide an update.</p> <p>c) BAME Training The council committee had approved a notice about strengthening training for teachers on BAME.</p> <p>Meeting ended at 6.32pm Date of next meeting - 6th July commencing at 5pm.</p>	<p>MH</p>
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