

**Additional Strategic Priorities and Projects Meeting
30th March 2020
Virtual Meeting via Zoom
6pm**

Notes

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

	<u>Discussion Items</u>
1	<p>Introduction</p> <p>The meeting was held as an additional meeting for the discussion of strategy relating to the school response to coronavirus COVID 19. The meeting was held by web conferencing via Zoom due to the implementation of social distancing. Guidance from the National Governors Association on business continuity and holding virtual meetings in challenging circumstances had been circulated in advance. The meeting focussed on the five recommended business priorities outline in the guidance.</p> <p>NGA Guide</p> <p>Apologies for absence received from Jennifer John, Jane Pegler and Derek Swindells.</p>
2	<p>Business critical decisions</p> <p>a) Staffing & Appointments</p> <ul style="list-style-type: none"> • Continuing with recruitment and appointments made on one year contracts as unable to observe teaching which would be a normal part of recruitment process for teachers. • Head of Art role to be covered on a job share basis by two internal applicants on a temporary basis. Governors agreed with the approach in the absence of being able to interview face to face and observe teaching. • Governors asked whether the one year contract arrangement was putting candidates off. In response it was felt that this what not the case as the school was a popular choice. • Another advert going out for an NQT teacher in art department on a one year contract. <p>Budget</p> <ul style="list-style-type: none"> • Sufficient resilience with budget to deal with impact of restrictions to school operations • Assumptions made included exam invigilators not being paid for summer exams, overtime and supply reduced by a third on the basis that school not back to normal until and lettings income not recovered until November. • Guidance not received from Local Authority on what staff on zero rated contracts could be furloughed. There had been a request however that schools consider paying supply teachers on the basis of the hours that they had worked in the previous 12 weeks. • Some staff not completely self employed or on the payroll and therefore not captured by government guidance. • June /July exams invigilation would cost around £30k yet no exams taking place. Governors commented that it was rare for exam invigilators to have that as their main source of income. The group of swimming pool staff situation was slightly different.

	<ul style="list-style-type: none"> • Different methods of calculating lost pay were discussed. If staff paid there would be no reason to furlough them. • Difficulty for the school was the loss of income and despite the reduced exam costs there would be a significant impact on budget. A brief overview of three year budget indicated a deficit of over £400k in year three. <p>ACTION – Feedback from HR team on how furloughing works for public sector staff.</p> <p>AGREEMENT – The Full Governing Body agreed to non-payment of the exam invigilators and swimming pool staff until situation clarified and that the supply staff be paid in line with Local Authority recommendations.</p>
3	<p>Care for children who are vulnerable with EHCP Plans, the children of key workers</p> <ul style="list-style-type: none"> • The SEN department were in daily contact with families of students with EHCPs with any issues recorded on CPOMS. • From the 1st April the school was reopening for the few students that came in on the first day of school closure and would be available over the Easter two week period. • There were a few parents that preferred to keep their children at home with support provided remotely by the school. • The struggle would be keeping the children and adults attending school 2 metres apart.
4	<p>Issues arising from how the building currently being used and remote working of staff</p> <ul style="list-style-type: none"> • Governors asked about the decision to completely close the school despite around 11 students attending the first day and the current decision to reopen. The Headteacher advised that only one site staff member had been available and the site was not in a good situation in terms of cleanliness which prevented the school in keeping students safe. No food storage at the school , all food given away and bacs payments being made to free school email families. • Site staff now returned and it was possible to open one section of building and keep it safe. • The Chair of Governors advised that the decision to close the school had been made after consultation with the Local Authority and answering the many questions posed from them. The situation had been unstable and the decision was right at the time. • There was a question on how students would be fed when school reopened and were advised that pack lunches would need to be brought in for the next three weeks at least with the BACS payments continuing on a fortnightly basis covering the Easter holiday. There had been one parent without a bank account and they were provided with cash for expediency. • Essential works continuing on premises and PFI would have access to site. A full deep clean would be completed before any sections of the building used. • There was a question about risk assessments prior to reopening and in response it was advised that the previous assessments were in place , that a first aider would be on site and a DSL available on call remotely . Hand sanitisers were available throughout an isolation room available for any student or staff member displaying symptoms.
5	<p>Support to Parents and Carers to help educate children at home</p> <ul style="list-style-type: none"> • The school had been good at getting work out for students to complete at home with parental feedback varying on the amount of work, whether it was enough or too much. • There had been requests to differentiate the work that had been set. • There were challenges where a number of children at home with getting access to learning resources. In response ideas on activities • After Easter priorities Year 10 emphasising still learning for their GCSEs. • Parent governors confirmed that the quality of set was good and communication by teachers effective though some students were missing the interaction. The Headteacher advised that Microsoft teams was being set up and staff training had been planned for inset. A few teachers had agreed instead to trial it so that it could be introduced earlier. • Governors asked about student access to broadband and how those without it were coping. In response Governors were advised that there was contact with disadvantaged students with textbooks and printed learning packs being provided. Ways to supply laptops also being considered.

<p>6</p>	<p>Monitoring the wellbeing and welfare of students, staff and stakeholders</p> <ul style="list-style-type: none"> • Governors commented on feedback received from parents and concerns for students particularly those in year 11 who were now lacking direction following cancellation of exams. Creating new directions appropriate for each year group. • Trying to create enrichment and transition work in the areas that year 11 students were to study the following year. • Potential unrest to follow when Ofqual guidance on assessing year 11 progress. This could affect staff workload and concern them as well as students. Governors commented that the pessimistic view of the maths department should be incorporated when making professional assessments. The Headteacher advised that further modelling had been completed and that both English and maths mocks had been completed and taken into assessment considerations. • Governors asked about staff well-being with regards the pressure of putting resources together and how they were being supported. The Headteacher advised that school leaders were contacting their team members by various methods. Early decisions had also been made about sending staff home including those pregnant members or had health conditions. Volunteers were being used over the Easter period. • Governors thanked the leadership team and staff for everything they had done and were doing and offered support for the wellbeing of school leaders.
<p>7</p>	<p>Any Other Business</p> <p>Governors commented upon the role of Governors going forward and discussed the frequency of meetings whilst giving the leadership team space to get on with managing the school.</p> <p>AGREEMENT – The Full Governing Body agreed that a fortnightly meeting for Governors appropriate supplemented by updates from school on key issues.</p> <p>ACTION – Budget and finance documents to be emailed to the Business Group of Governors for review in advance of the next Full Governing meeting,</p> <p>Meeting ended at 7.24pm</p>