

# FEDERATION OF STOKE HILL SCHOOLS

## MINUTES OF THE FULL GOVERNING BODY MEETING

### 21st May 2020

PRESENT:							
Attendees	Initials			Attendees	Initials		
Roy Souter	RS	HT SHJS		Catherine Dawson	CD		
Sarah Mackay	SM	HT SHINS		Amy Bickford	AB		
Rebecca Haynes	RH			Lucie Hinton	LH		
Bridget Strugnell	BS			Vanessa Newcombe	VN		
Emma Byett	EB			Sarah Murts	SMu		
Dan McKimm	DM			Tom Urwin	TU		
Andy Pheasant	AP			Ana Serrano Monje	AS		
Carla Encinas	CE			Mira Grozeva	MG		
Zion Lights	ZL						

Apologies	Initials	Reason

Apologies	Initials

Item	Description	Owner/ Decision
1	<b>Apologies for Absence:</b> Apologies received from MG VN thanked everyone for attending the meeting which was being run via Zoom. She thanked TU for setting it up.	
2	<b>Declaration of Pecuniary Interests:</b> Advice given by governors at this school is incidental to their professional expertise and is not being given in their professional capacity. No interests declared	
3	<b>Safeguarding</b> Two new Appendices to the Safeguarding Policy to cover the new working practices when schools reopened on 1 <sup>st</sup> June have been produced by LdP Babcock. They have been checked by Claire McKimm and personalised to each school. AB said she had not yet been able to read them so abstained from any votes. The appendices were agreed by all others present.	
4	<b>Proposals for Reopening Schools</b> VN said that she and RS had tried to obtain clarification over who was actually responsible for making the decision to reopen schools. The NGA had advised that ultimately it was the Head teacher's responsibility. RS had contacted DCC who had advised that it should be a joint decision. RS said that the position for SHJS was simpler because only one year group was involved, and it was easier to spread them over 6 classrooms. He said that there was to be a phased return with half of the year group returning in the first week and the other half the following week. This would be closely monitored and if it was not working then the plan would be	

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	<p>reviewed.</p> <p>RS said that the school would look very different to pupils when they returned. Classrooms have been laid out to allow social distancing and it was hoped that a lot of work could take place outside. Each child would have his/her own desk. Teachers would not mark any work completed. The library would not be open at first although this was being looked at. RS said that there would be lots of rotas in place for different activities.</p> <p>ZL asked what date Year 6 would actually start back. RS said that they would return on 4<sup>th</sup> and 5<sup>th</sup> June.</p> <p>AP asked what provision had been made for those children who did not return. RS said that work would be provided but it would be set on a weekly basis rather than daily.</p> <p>(CD joined the meeting)</p> <p>RS said that there would be 11 groups of children based in the Junior school – 2 groups for Key Worker children, 3 for vulnerable children and 6 groups of Year 6 children. This would mean that the number of teachers available to provide the online learning would be greatly reduced. HE said that he would try to maintain the online learning along with Jamie Sullivan and Claire McKimm.</p> <p>(BS joined the meeting)</p> <p>SM said that much of the detail of the plans for SHINS were similar to SHJS. She said that parents of Key Worker children and vulnerable children had been sent a survey to try and gauge numbers intending to return. SM said that numbers so far indicated that 4 bubbles would be required for these children. She was delaying the start date for Year 1 to return as she felt it was important to make sure that the Key Worker and vulnerable children who were returning to school for the first time would need more time to settle in. Each Year 1 classes would be divided into 2 groups and these would restart in phases towards the end of Week 2.</p> <p>SM said that classrooms would look very different with all toys removed. She was hoping that a lot of work could be done outside.</p> <p>ZL asked about Home Learning for those children not returning to school. SM said it would be set on a weekly basis and would include lots of suggestions for other resources that could be used such as the BBC Bitesize resources. ZL said that the Home Learning so far had been very good but said that there were some families who did not have a TV Licence so they could not access the BBC resources. RS said there were lots of other possibilities. He added that he was not aware of the TV Licence issue.</p> <p>AB asked how many Year 1 children were expected to return. SM said that 25-30 had indicated that they would return but she had not received all the responses yet and expected this figure could rise. She said that there was no capacity to take children from the other Year groups apart from Key Worker children and vulnerable children. She said that the children would be allocated to bubbles, and hopefully would be with other children that they know.</p> <p>AB asked how long it was until the end of term, SM replied 6 weeks. AB said that there would be a lot of children who would be disappointed not to be returning to school.</p> <p>AB asked RS how many children were expected to return to SHJS. RS said that 83 responses had been received so far of which 12 had said that their children would not be returning. AB asked about numbers of vulnerable children. RS said that unfortunately a lot of these children were not returning, which was similar to the national picture. RS said that under the current guidelines it would be difficult to accommodate many more children.</p> <p>LH asked about the Outdoor Play equipment. She was concerned about possible contamination. RS said that the Climbing Wall and Monkey Bars would not be in use. Decisions had not been made about use of the new equipment, but it would need to be used on a rota basis and it would have to be cleaned after each group had used it.</p>	

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	<p>TU asked how staff were feeling about returning to work. SM said that they were keen to get back, but they did have anxieties. She said it was important to recognise this and provide them with quiet space when necessary. She said a FAQ sheet had been prepared to answer all their questions. She added that there may be a risk present, but it was important to demonstrate what was being done to mitigate that risk.</p> <p>ZL asked if there would be regular reviews. SM said that she would be reviewing things constantly. ZL asked how much notice had been given to parents. She said the notices needed to be very clear as she was aware of mixed messages being spread amongst groups of parents. SM said that the parent survey closed on Sunday. Once the results had been analysed, she would be able to allocate children to bubbles and a letter would go out to parents on Monday. RS said a one-page guide had been sent out to each individual child in Year 6. He said that all the children would be contacted on Tuesday and Wednesday to reinforce the messages in the guide.</p> <p>DM said that staff had not voiced many concerns as they have been constantly updated and have been provided with lots of information. He added that he had been into school and it looks very different but the changes that had been made would make it easier to follow the guidance.</p> <p>TU said that there were a number of parents who seemed to think that school was reopening on Monday 1<sup>st</sup> June to all the children in EYFS. RS said that another message would be sent to make sure that parents were fully aware of who would be returning to school and when.</p> <p>VN asked governors if they were prepared to support the plans put forward for reopening the schools to allow more children to attend. SM said she wanted to make sure that governors were aware that the timetable for Year 1 restating had been amended since the first draft had been issued before the previous meeting. These were shown to governors. VN asked again if governors were happy to support the plans. All agreed.</p> <p>RS said that governors also needed to confirm that they had read the Risk Assessment and were in agreement with the measures that were being taken to reduce the risks as far as possible. AB said it was important to acknowledge that there are no instances of no risk, but the schools have tried to mitigate the risks as far as possible.</p> <p>VN asked governor if they were happy with the Risk /Assessments that had been completed. All agreed except AB who had not yet been able to read all the documents.</p> <p>VN thanked governors for attending. The next FGB meeting is scheduled for 2<sup>nd</sup> July.</p> <p>DG suggested that an FGB meeting should be held instead of one of the committee meetings so that governors could be briefed on how the Reopening of Schools had gone. This was agreed. Next meeting to be held on 18<sup>th</sup> June at 5pm.</p> <p>VN closed the meeting.</p>	
11	<p><b>Dates of next meetings</b></p> <p>FGB meeting to be held 29<sup>th</sup> May. TU agreed to host</p>	
	<p><b>ACTIONS</b></p>	