

FEDERATION OF STOKE HILL SCHOOLS

MINUTES OF THE FULL GOVERNING BODY MEETING

22nd April 2020

PRESENT:							
Attendees	Initials			Attendees	Initials		
Roy Souter	RS	HT SHJS		Catherine Dawson			
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			
Carla Encinas				Mira Grozeva			
Zion Lights							

Apologies	Initials	Reason

Apologies	Initials

Item	Description	Owner/ Decision
1	Apologies for Absence: None received. VN thanked everyone for attending the meeting which was being run via Zoom. She thanked TU for setting it up.	
2	Declaration of Pecuniary Interests: 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	Minutes of previous meetings These were agreed. Actions deferred until next meeting	
4	Chairs Report VN gave thanks to all staff for their work during this difficult period. She said she would write to all the staff on behalf of governors to give thanks to them for helping to keep both schools open. VN also thanked RS for his work on the newsletter. RS said he had received positive feedback from parents and said that one parent had told him that their children had put on their school uniform to play schools. VN said that she had been told that one Year 3 child who had been troublesome in the past had actually said she was upset at not being able to come to school. AB said that she thought the inclusion of samples of work that the children had sent in was an excellent idea. VN asked RS and SM to send the newsletters to governors. (ACTION) MG joined the meeting Governor vacancies – 1 vacancy for LA governor. DG said she had looked at the Inspiring	

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	<p>Governance website and had contacted some people who had registered an interest in becoming a governor. Of these, some had already taken up positions elsewhere. She said that there was one lady interested and she would follow this up. (ACTION)</p> <p>LH said that her proposed stay in France was currently on hold.</p>	
5	<p>HT Report</p> <p>VN thanked RS and SM for their report.</p> <p>VN asked about the scheme to provide vouchers for those children entitled to Free School Meals. SM said that there had been a few hiccups with the scheme. She said that some parents had tried to use the vouchers in supermarkets, but the vouchers had been rejected. She explained that once registered the parent would receive a voucher which then had to be exchanged online for a voucher which could be used in a specific supermarket. SM said that some families were reluctant to use the vouchers as they were reluctant to visit a supermarket, or they were unable to go. She said that in these instances school had provided food hampers.</p> <p>VN asked if the cost of the hampers was covered by the vouchers or if they were being paid for by school. RS said that they were delivered to school by Devon Norse and were paid for from the School Budget. VN said she was very concerned that vulnerable children were not getting enough food. She asked RS and SM to write to parents to explain how the system worked. ZL said she had used the system herself and agreed that it was confusing. She said it took her 40 minutes from registering to receipt of the email containing the link to get the voucher. It then took a further 4 days for the vouchers to arrive. VN asked ZL to write a step by step guide to getting the vouchers.</p> <p>VN asked how many children were unable to access the online learning because of lack of internet access. SM said that staff were monitoring the class lists to see which children had not accessed the online learning. She said that they were going to contact them by phone to see if there were any issues. EB said that most of Year 3 had accessed the online learning. She said that there were 2 families that she had emailed and was planning to follow up with a phone call. DM said that everyone in his class was accessing Mathematics. He added that Jo McCarthy was in contact with some families to offer extra support where needed.</p> <p>VN asked if the school was prepared to lend iPads if necessary. SM said that SHINS had already done this. AB said that the main issue for most was access to Wi-Fi. SM said that this was why a mixture of activities had been offered including ones which did not require internet access.</p> <p>VN asked how many staff were in school each day. RS said that there was 1 lead person in SHJS every week. SM said that at SHINS, herself, Alison Kenny and Jill Holmyard were in on a regular basis. She said it was important to be able to give staff access to school. VN asked how many staff were ill or self-isolating. SM said that 2 members of staff were self-isolating at SHINS. RS said that 2 members of staff were ill at SHJS</p> <p>RS said that staff who were not in school were still making a positive contribution. He said that it was hoped that staff, children and parents would be able to find positives from this experience</p> <p>VN asked how Gill, Jo and Kelly were managing. SM said they were busy making phone calls offering support. VN asked about their personal welfare. SM said that they were working hard but getting frustrated by lack of progress. She said they were busy trying to set up EHCPs for new children starting in September. RS said that he had been taking part in a number of virtual meetings which had actually made a difference in some areas.</p> <p>Claire McKimm joined the meeting</p> <p>VN asked her for an update. CM said that at SHJS there were only 4 to 7 children in attendance with 2 members of staff. She said that the cleaners worked alternate days and were doing deep cleans. She said that the children in school were using 1 classroom and</p>	

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	<p>were doing online learning activities in the morning and outdoor activities in the afternoon. She said they were all children of key workers; some were in school every day with others coming in for 2 or 3 days per week. CM said that she was in phone contact with vulnerable children and added that Social Services were monitoring one family of concern. she assured governors that the most vulnerable children were being safeguarded.</p> <p>VN raised concerns over increased cases of domestic violence. CM said that there had been one Operation Encompass referral on the first day of lockdown but none since.</p> <p>AB said that it was her understanding that all vulnerable children were to be in school. CM said that there were only 2 children who had Social Workers. 1 was currently not in the area but the Social Worker was dealing with this. She said she was in regular contact with the Social Worker and was confident that the child was in a safe situation at home. She said that discussions with the Social Worker involved deciding whether the child would be safer at school or at home.,</p>	
6	<p>Finance</p> <p>MG unable to join the meeting. Up to date FRS sheets circulated prior to meeting.</p> <p>SM said that governors needed to be aware that there could be a long-term impact at SHINS as there would be no income for Free Hours at the Nursery School as it was closed.</p>	
7	<p>Governance Action Plan</p> <p>Deferred until next half term</p>	
8	<p>Policies</p> <p>HR Policies</p> <ul style="list-style-type: none"> • Pandemic Policy • Behaviour Policy • Social Media Policy • Non collection of Children Policy <p>All agreed</p>	
9	<p>Safeguarding</p> <p>New Appendices to main policy approved</p>	
10	<p>GDPR</p> <p>No incidents to report</p>	
11	<p>Dates of next meetings</p> <p>FGB meeting to be held 21st May. TU agreed to host</p> <p>RH thanked RS and SM for the reassurances that they had given to parents concerned about Home Schooling.</p> <p>SM said this had been discussed at RELP.</p>	
	<p>ACTIONS</p>	