

FEDERATION OF STOKE HILL SCHOOLS

MINUTES OF THE FULL GOVERNING BODY MEETING

9th July 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		
Carla Encinas	CE			Andy Pheasant	AP		
Zion Light	ZL			Mira Grozeva	MG		

Apologies	Initials	Reason

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Item	Description	Owner/ Decision
1	Apologies for Absence: No apologies received. VN thanked everyone for attending the meeting which was being run via Zoom. She thanked RS 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	
	Governor vacancies RH and AS have said they intend to resign. VN thanked RH for all her hard work. VN said she was also intending to stand down in the Autumn term. This meant that there would be 4 vacancies. TU asked if 4 governors were required. He said that Financial expertise would be useful. DG explained that the Constitution of the Governing Body. She said that if the Board wanted to reduce in size then the Constitution would need to be amended. She said that a Skills Audit would be done at the Housekeeping meeting in September and this would hopefully identify areas where additional expertise was required.	
	Election of Chair/Vice Chair for 2020-21 DG said that the working group had been looking at this as part of the Governance review. One option had been to consider the Co-Chair model however no further work had been done because of lockdown. She asked governors to consider how they wished to proceed for next year. VN asked AB, AP, and BS to look at this before next term and to share their thoughts with her.	
3	Headteachers Report VN asked RS and SM to provide an update on how things were at the present time SHINS	

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	<p>SM said it was very difficult to sum up the last few months as so much has changed. She said it was good to receive the DfE guidance for September but there was still a lot of work to be done in order to have the school operating for all children in a safe way in September. She said work was ongoing on this but at the same time staff were still having to carry out the normal end of year activities. She said staff were focussed on trying to provide the best for the children who have experience a lot of disruption over the last few months</p> <p>Work is ongoing to try and restore the classrooms to accommodate groups of 30 children. She said that a number of classrooms had been used to store furniture that had been removed from other rooms to accommodate smaller groups of children who had to be given more room.</p> <p>SHJS</p> <p>RS said it was a similar picture at the Junior School. Events were taking place for Year 6 children to help them celebrate their time at Stoke Hill.</p> <p>Planning was taking place for September. RS said that Jamie Sullivan had looked at the online learning activities to ascertain the level of engagement. He said that there some children who had done very little online learning and teachers would need to be mindful of this when they were planning work for September and provide extra help and support for these children.</p> <p>AB asked if children would be asked to share what they had done during the lockdown. She asked how to make those children who had not done the online learning feel that activities they might have done were equally valuable. RS said that each class would be asked to make a "Hope and Dreams " book in which every child would be asked to make a contribution. AB said that she felt it was important to celebrate all the things the children had done.</p> <p>VN asked about Transition for year 2 children. SM said that both schools had been working on this. Year 2 children had been given an opportunity to meet their new teacher via Zoom. Also, the current Year 3 children had made videos for Year 2 children to share their experiences in Year 3. She said that the SENCO had made calls to vulnerable children in Year 2 to provide extra support. Some of these had been in school during lockdown and had been able to go to SHJS to see what it was like.</p> <p>VN asked if there had been any reactions from parents. RS said that the only queries were related to start times and procedures for September</p> <p>AB said she had received lots of positive comments from parents. She said that some had queried why children from SHJS had been allowed to go into school and say goodbye to teachers, but Year 2 children had not. RS said that children had only been allowed into collect belongings. AB asked if Year 2 children would be given an opportunity to say goodbye to SHINS. RS said it would be difficult at present as mass gatherings were not allowed.</p> <p>AP asked if there would be any guidance issued for children attending Breakfast and After School clubs. RS said that Lisa Sinclair was currently working on this. It was planned to keep different year groups apart. Records would have to be kept of where children had been.</p> <p>AP asked if a local lockdown was to be put in place in future would there be provision for online learning.</p> <p>RS said this was being worked on. SM said that both schools were much better prepared to cope with this now than they had been back in March.</p> <p>CE queried the requirement for children to arrive by foot from September. She asked if tis excluded those children who needed to use wheelchairs. RS said this was not the case. He said that cycles and scooters had been excluded to try and prevent the children congregating in groups.</p>	

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	<p>CD asked about assessments for next year. She asked what the expectations would be. RS said that the only guidance they had received stated that the assessments would be carried out as normal. CD asked how all the work on interventions that had taken place this year, prior to lockdown, would be recognised. SM said that the School Improvement Plan would address these issues. She said that the aim was to be in the same place this time next year as would have been expected if lockdown had not taken place.</p> <p>TU asked if there would be any reduction in the curriculum to concentrate on basics. RS said that there would be some extra work on the basics, but this would be done by extra emphasis in other areas such as History. He said that some work had been carried out by the University of Sussex which had suggested that reading good quality novels to the children helped to improve their reading and writing.</p> <p>SM said a similar approach would be taken at SHINS. She said that if they just did work on Maths and Literacy the children would soon lose interest in their work.</p> <p>LH asked about PPE. She said that the instructions for each school seemed to be different - the guidance for SHJS said that children should not wear masks but for SHINS it said that the children do not need to wear masks. She said that this was confusing and asked for clarity. RS said that they were following the DfE guidance which stated that the children should not wear masks. LH said that the wording should be the same for both schools. AB said that there might be some children who wanted to wear masks. RS said that they were following the DfE guidance. He added that he would not be happy teaching children who were wearing masks. SM said that it was important to concentrate on other measures such as regular hand washing and distancing. DM said that if some children were wearing masks then this could be unsettling for other children and make them anxious.</p> <p>BS asked if the schools were receiving any extra funding to cover the costs of extra measures taking place. RS said that no details had been received of amounts of money or what it could be used for. He said that they were still waiting for the Risk Assessment from DCC</p> <p>RH said that her business had been advised that the wearing of masks did not provide much benefit unless they were proper surgical masks. ZL said that recent advice was to wear a covering. SM said that they would continue as at present unless the guidance changed and the DfE said that the wearing of masks in school was mandatory.</p> <p>CD said the schools needed to be pragmatic in order to enable all the children to be taught together. She said it was virtually impossible to take everything into account.</p> <p>VN wished RS and SM good luck for the rest of term.</p> <p>She asked about Risk Assessments for September. RS said that these had not been issued yet but as soon as they were completed, they would be circulated.</p>	
	<p>Safeguarding</p> <p>New KCSIE to be issued in September. DG will circulate this once received.</p> <p>SM said both schools had been "rag rated". All children who had been classed as vulnerable had been checked to ensure that they would be able to access during the summer holiday if necessary.</p> <p>VN asked how many children were in this category. SM said there were very few as most already had support plans in place, including access to a Social Worker.</p>	
	<p>Policies</p> <p>Lettings Policy Appendix 3 not needed at this time as neither school was being used over the summer holiday</p>	
11	<p>Dates of next meetings</p> <p>Housekeeping meeting to be held 10th September at 5pm at SHJS unless restrictions are still in place</p>	

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	SM asked VN to send a letter to staff on behalf of governors. VN said she would write to them the following day. BS asked about wellbeing of SLT. RS said that they were being given time to prepare for the next academic year. RELP had provided a very helpful support network to the Headteachers.	