

# FEDERATION OF STOKE HILL SCHOOLS

## MINUTES OF THE FULL GOVERNING BODY MEETING

### 18<sup>th</sup> June 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						
Carla Encinas	CE			Mira Grozeva	MG		

Apologies	Initials	Reason
Tom Urwin		
Zion Lights		
Andy Pheasant		
Ana Serrano Monje		

Apologies	Initials

Item	Description	Owner/ Decision
1	<b>Apologies for Absence:</b> Apologies received from Tom Urwin, Zion Lights, Andy Pheasant and Ana Serrano Monje VN thanked everyone for attending the meeting which was being run via Zoom. She thanked AB 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>Headteachers Report</b> <b>SHINS</b> SM shared Powerpoint presentation. She said that Schools were constantly receiving new guidance which meant that plans and procedures were constantly being rewritten. She said she was now on Version 8. She said it was also important to keep parents informed of any changes <b>Bubbles</b> 5 for Key Worker and Vulnerable children 3 for EYFS 2 for KS1 Only 5 – 6 places left for EYDFS children. Potential extra support for some children affects how many spare places may be available <b>Staffing</b> 4 members of staff shielding and working from home	

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	<p>2 staff have returned this week after Risk Assessment carried out.  Online training has been provided for those members of staff unable to come into school  Some vulnerable children not in school. Reasons for this include medical, shielding, or parental choice</p> <p>Classrooms  All rooms are being used either for Bubbles or to store furniture and other items which have been removed from classrooms hosting bubbles to allow children to spread out.</p> <p>Health and Safety  Lots of signs around school to remind staff.  Special notice board in each classroom to remind children of new rules. Messages are reinforced every day and especially if new children join the bubble  Children move around using outside routes apart from trips to toilet. Each room has large yellow sign indicating how many people are allowed in that room.  Lots of cleaning materials in each room and lots of cleaning of surfaces throughout the day.</p> <p>Lunchtimes  Hot meal is delivered to the classroom. Children who bring packed lunch are encouraged to use disposable wrapping for it. Staff stay with children in the bubble all day</p> <p>Socially distancing  Signs, chalking and reminding children and families supports social distancing as far as possible.  Each bubble has its own outside area. Rota in place for using different areas.</p> <p>Home Learning  Paper packs are being sent out to children who are not in school. Project work to cover two weeks and is also being used as a basis for work in school. Contains links to other materials that can be used to supplement the work. Not all internet based.  Current theme is "Let's Go Wild". Next theme is "Go for Gold" which is aimed at encouraging children to do more physical activity and final pack is "Let's Make Changes". Aim of this is to encourage children to think about what changes have happened over the last few months and what they would like to keep or alter. Also, to encourage them to think about changing to new classes in September.</p> <p>What next  Two weeks of transition sessions for Nursery children during week 29th June and 6 July. The format will be a one-hour visit per week for the child, supported by their parent/carer.  Also looking at how to end the term well for all year groups? Discussions with other RELP schools.</p> <p>SHJS  Markings throughout school to help the children stay separate from others. Lots of gentle reminders from teachers throughout the day  2m zone around the teacher's desk. Each child sits at their own desk which is cleaned at lunchtime and at the end of the day.</p>	

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	<p>Children have different colour t-shirts to denote their bubble. Each bubble contains up to 15 children but not all full.</p> <p>Currently 11 bubbles in operation with 1 teacher and TA support</p> <p>Weekly phone calls to those children who are still at home</p> <p>Outside areas have been split up into zones. New play equipment is being used but thoroughly leaned after each use.</p> <p>Each bubble has different start times. Also, different times for breaks, lunch, and end of school so no contact between bubbles.</p> <p>3 bubbles dedicated to Vulnerable children and 2 for Key Workers</p> <p>Home Learning now being reviewed.</p> <p>Emphasis is on preparing children for next academic year, especially important for those children who have not been in school.</p> <p>Children who are back in school are all very positive about being back. Unable to take any more back currently as there are not enough classrooms or staff available.</p> <p>VN asked whop was providing the Online Learning now that a lot of staff were back in school. RS said that there were staff who were not allocated to bubbles who were doing this.</p> <p>VN asked how often children were contacted.</p> <p>RS said that staff had kept a log of all the interactions that had taken place. Thy were now making weekly calls to all those children not in school. SM said that they were contacting families once a fortnight.</p> <p>VN asked if thee were any issues relating to internet access. SM said this was difficult to answer. Some children only had access via phones. Others might have to share access to a laptop with other family members.</p> <p>RS said that 18 Chromebooks had ben loaned out but in some instances the problem was not lack of hardware but access to the internet. He said that there were some families who were still not accessing the online learning even when laptops had been loaned. SM said that some parents did not want their children to spend long periods of time working on a computer.</p> <p>RS said that they had discovered that some children were skipping the information videos on White Rose Maths and going straight to the worksheet which meant they were missing out on valuable explanations of the work. He said that staff were looking to see how this could be resolved.</p> <p>VN asked if the number of children eligible for Free School Meals had increased. There were an extra 6 at SHJS and 4 at SHINS</p> <p>VN asked about Free School vouchers for the summer holidays. SM said that they had to be ordered.</p> <p>VN asked about staff morale and wellbeing.</p> <p>EB said that she had emailed all staff and responses indicated that the staff felt that they were being supported by FLT and also felt well informed about the changes to routines. She said that they had welcomed the time given to settle into new ways of working.</p> <p>She said that children seemed happy to be back in school and said that some families seemed to be bored with online learning. She said that a lot were asking about the next academic year.</p> <p>EB said that staff had expressed concerns over FLT, especially as they had not had a break and had been working throughout the Easter and half term holidays.</p>	

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	<p>DM agreed that the atmosphere in school was very good.</p> <p>VN thanked EB and DM and all staff for their hard work.</p> <p>VN asked if cleaning staff were being employed for extra hours.</p> <p>SM said there had been no need at SHINS as not all rooms were being used for teaching.</p> <p>RS said that there was some extra cleaning taking place each day at SHJS, but TAs were helping with cleaning of desk surfaces throughout the day.</p> <p>AB thanked SM for the workbooks that had been produced for children at SHINS. She said they helped to provide some independent learning.</p> <p>SM said that the main emphasis was Maths and Literacy combined with project work. Where possible work was being done outside and there was also lots of arts and craft sessions. She said that the children seemed to be enjoying it.</p> <p>AB asked if End of Year targets had been scrapped. SM said that the teachers were using the time to build on basic skills and prepare the children for moving on to the next stage.</p> <p>AB asked if the lockdown was having any effect on the children's emotional skills. SM said that during the first few days after the children returned the emphasis had been to keep things as familiar as possible and not introduce new things. She said it had been possible to have more 1 to 1 time with the children as there were 2 members of staff in every bubble with 12 children. She said that teachers were trying to push the children on a bit, especially with writing.</p> <p>DM said that there had been a staggered approach at SHJS. At first there had been a review of the Home Learning that had taken place but now the emphasis was on new items. He said that they were trying to keep things as normal as possible.</p> <p>EB said that there was a lot of work being done on PHSE including Healthy Living. She said that the children were working on a project entitled Hopes and Worries to try and get the children to think about the transition to secondary school. She said that they wanted to give the children a good "End of Year" experience. She added that they were also trying to get the children who were still working from home involved.</p> <p>AB asked if the children had forgotten a lot of previous work during lockdown. DM said they were still at the same level. EB said that some children did need some extra support, but this seemed to be helping.</p> <p>AB asked if the terminology of vulnerable children could be changed as this might be making those children and parents feel stigmatized.</p> <p>BS asked what was happening about transition or children in year 2 who would be moving up to the Junior school in September. RS said that work was being done to help these children. Work was also being carried out to help children across the rest of school who would be moving into new classes in September. SM said a letter had already been sent to parents of Year 2 children to explain what was happening.</p> <p>BS asked if there were any expectations on data. RS said that no specific data had been requested. Year 6 staff were in conversation with secondary schools to see what information they required. EB said that Zoom meetings had been held with the various secondary schools to provide a handover. Most had asked for details of any teacher assessments that had taken place.</p> <p>BS asked about targets for other children. RS said that there was less emphasis on other year groups. He added that Hannah McCarthy had been in discussion with SM about Phonics to see what extra support might be required for children joining Year 3.</p> <p>VN asked if there had been any discussions about provision over the summer. RS said that there had been discussion with other RELP schools, and they had all agreed that they would not open over the summer holiday unless specifically directed to do so. He said that both staff and children needed a break and also the summer holiday was a time for essential works to be carried out in school buildings</p>	

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4	<b>Finance</b> SHINS showed slight improvement. (FRS for SHJS circulated after meeting)	
	<b>Safeguarding</b> New KCSIE to be issued in September	
	<b>Policies</b> RSE Policy due to be implemented in September. This has now been postponed if governors and schools have been unable to carry out consultations etc due to lockdown. New date for implementation is Summer term 2021.	
11	<b>Dates of next meetings</b> FGB meeting to be held 2 <sup>nd</sup> July	
	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.	