

Barton Church of England Voluntary Aided Primary School

Minutes of the Extraordinary Full Governing Body meeting held remotely on 22.05.20 at 8.00am.

Present

Mrs Claire Coulson	CC	p	Dr Margaret Penston	MP	p
Mr Laurence Evans	LE	aa	Rev Marguerite Roberts	MR	p
Dr Peter Foreman	PF	p	Rev Keith Tarring	KT	p
Prof Tim Lewens – Vice Chair	TL	p	Mrs Helen Thorpe	HTh	p
Mrs Catherine Martin	CM	p	Mrs Anne Ugur	AU	p
Mrs Caroline Parsons	CP	p	Mrs Sandra Adderley – non voting	SA	p

p – present, aa – apologies accepted, na – apologies not received/accepted.

In attendance

Mrs Wendy Guest – Clerk	WG
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The Covid-19 Risk Assessment was circulated to governors via email prior to the meeting. There were no documents on the Governor Zone.

	The meeting started at 8.01am.	Action
1	<p>APOLOGIES FOR ABSENCE</p> <p>Apologies for absence were received from LE. Consent for absence was given.</p> <p>QUORUM. The quorum for the meeting was 4. The meeting was quorate throughout.</p>	
2	<p>POSSIBLE PARTIAL WIDER OPENING OF SCHOOL</p> <p>The extraordinary FGB had been convened to discuss the issues that needed to be considered prior to the possible partial re-opening of school after half-term (earliest date: June 1st).</p> <p>The final decision whether to open will be taken by the government on 28th May.</p> <p>The main purpose of the meeting was to consider whether the measures outlined in the Covid-19 Risk Assessment were sufficient to ensure, as far as possible, the safety of pupils and staff, which has to be the main focus at this time.</p> <p>The Risk Assessment, once agreed, must then be approved by the LA before school is allowed to open. The LA has been very supportive to Headteachers throughout the lockdown and will back any proposals that Headteachers make for reopening their school as long as they are within the government guidelines and focus on safety.</p> <p>The Chair thanked CC/HTh/SA/WG for their work in drawing up the Risk Assessment.</p> <p>2.1. Number of pupils returning and creation of “bubbles”</p> <p>A letter has been sent to parents confirming the government’s aim for a planned phased re-opening from 1st June, and to explain that the government’s priority order for pupils to return to school (after key worker and vulnerable pupils) is as follows:</p> <ol style="list-style-type: none"> 1. Reception Year pupils 2. Y1 pupils 3. Y6 pupils 	

Parents of pupils in these year groups indicated whether their children would be attending school **full-time** after half-term as follows:

- **YR:** 13 pupils
- **Y1:** 8 pupils
- **Y6:** 9 pupils

The high take-up from YR parents creates a logistical problem in that 2 separate “bubbles” would need to be created for YR. This has implications in terms of staffing and use of classroom space.

Additionally, the **larger number of key worker pupils**, resulting from more teachers returning to work at their schools, and a **proposed increase in vulnerable pupils** who have been identified as benefitting from coming back to school as soon as possible (including EHCP children, PP children and other vulnerable families) will result in a need to increase key worker provision to 2 “bubbles”.

Q: If existing key worker children are in YR, Y1 or Y6, will they leave the key worker bubble and go into the year group bubbles on wider opening? Yes; that is the guidance.

Q: As a parent governor, I know that some parents are worried about this scenario, as it would mean that their child could be exposed to a child whose parents work at hospital. Currently there have been no cases of Covid-19 at school whilst key worker children have been present. These children are also entitled to be tested, so we would be informed if they are asymptomatic and should not be at school. The Headteacher has a personal conversation with each key worker family as they arrive at school to ensure, as far as possible, that they are well. This would continue.

Q: If a child shows symptoms, the whole bubble closes down and isolates for 14 days. If the child has a sibling in another bubble, what happens to the sibling’s bubble? The sibling would need to stay at home to isolate, but the rest of the bubble would stay at school. Parents would be informed as we need to be transparent throughout this process.

According to the government guidelines, **if school does not have sufficient capacity to meet demand, the priority order outlined above must be followed**, meaning that Y6 would be the first provision to be retracted, followed by Y1 to ensure that requests from key worker/vulnerable families and families with YR pupils can be met.

Staff rotas are being developed on the basis of **one teacher and one TA working together for each groups of pupils**, to ensure wellbeing and safety within the bubbles. This means that there is only **capacity for a total of 4 bubbles**. School is also proposing to close on Wednesday afternoons to give all staff their PPA time (in accordance with government guidelines).

Q: Can YR be split into 2 part-time groups? That is an option we are considering. If YR were kept as one bubble, we would not be able to accommodate all of those YR children wanting to return to school.

Governors expressed concern that by having 2 full-time bubbles for YR, it would not be possible to accommodate Y6 pupils when they were at a key point in their education, and would benefit from support in their transition to secondary school.

Governors also raised the issue of hygiene, and whether having one larger YR bubble would make it harder for staff to be distant, and increase the possibility of children passing on symptoms to adults.

Q: Are there likely to be parents having second thoughts about their YR children returning to school? From the contact that school has had with parents, most parents are

unsure about whether to allow their children to return to school or not. If there were 2 part-time bubbles, we would have capacity to add extra pupils if they wished to join at a later date, but this would impact whether we could have Y1 and Y6 pupils.

Q: Is it likely that the LA will favour an option where pupils are full-time? This could be possible.

Q: Are we going against government advice if we consider reducing the YR offer to include provision for Y6? There is an argument that a part time offer for YR pupils will be better for the wellbeing of our YR pupils if they come back to school on a part-time basis with their existing teacher based in their existing classroom.

- **Governors agreed with the proposal to open Barton School for YR, Y1 and Y6 after half-term, in line with the Government guidance, on the basis that YR can be split into 2 part-time groups**
- **Governors have agreed that if the LA advise that YR must return on a full-time basis, that they would agree to open Barton School for YR only and withdraw the offer for Y6 and Y1.**

The Headteacher will notify parents of the relevant option before the half-term break.

2.2. Rest of Covid-19 Risk Assessment

Governors were advised that two additional boxes needed to be added to the risk assessment:

- **Safeguarding:** specifically arrangements concerning DSL in school
- **Mental Health/Wellbeing:** support for pupils and adults

Governors felt that the risk assessment was a comprehensive document, clearly setting out the measures that would be taken to minimise the risk of contamination, and protect staff and pupils as much as possible.

Q: Is there capacity within school for all the cleaning that will need to be carried out?

The caretaker is responsible for cleaning the whole school, and has been doing an excellent job throughout lockdown. When additional pupils return, each teacher and TA will be able to help clean the area occupied by their bubble. Every pupil will need to wash their hands every hour, and although some resources can be shared within YR bubbles, they will still need to be cleaned afterwards.

Q: In terms of the youngest pupils, it is recognised that social distancing is not always possible, but in all cases 2m distancing is expected for adults. Does this mean that pupils should not come within 2m of a member of staff? Strictly speaking, yes, but it will take time for YR pupils to get used to this, especially as they will have been in a bubble with their family for the last few weeks. We will use posters and teaching in the first week to explain the new rules and ensure that pupils feel relaxed and happy in their surroundings. There may be instances where an adult will need to come within 2m of a pupil, when carrying out First Aid for example.

Q: Are all of the YR pupils who are coming back able to go to the toilet independently? Staff have plans to monitor toileting and subsequent cleaning.

Q: Will there be anxiety about coming into school in the mornings? Could this cause problems for the 2m distancing that families are required to keep to at the gate? Appropriate and sensitive measure are planned for this.

Q: Will all pupils to have their temperature taken before entering school? The government is not suggesting taking pupils' temperature as a regular measure., but we have procedures in place if a pupil becomes unwell.

Q: Are any members of staff identified as clinically vulnerable? Two members of staff will continue to work from home due to their own medical circumstances or because they are shielding a vulnerable member of their family.

Q: Do we have sufficient hand sanitiser and other PPE? Obtaining supplies of hand gel and sanitising wipes have been difficult since the start of the outbreak, but supplies are being sourced.

Q: When children wash their hands frequently, they often become cracked or bleed - will there be hand cream available to prevent this? We will advise parents that their children can bring in hand cream or moisturiser from home which can be stored in their tray with their other belongings, and we can make this part of the handwashing routine.

Q: Now that restrictions have been relaxed so that we are allowed to meet up with one other person outside, are we going to ask parents to restrict those kinds of interactions if their children are in school? We don't have a remit over what happens outside of school unless we are made aware of pupils breaking government guidance which would result in putting other pupils or staff at risk. We have issued the latest guidance to parents but can emphasise this point again.

Governors were advised that the risk assessment was a working document, and that aspects may change as the situation progresses.

- **Governors confirmed that they agreed with the content of the risk assessment.**
- **Governors also agreed to contact the Headteacher if they thought of any areas subsequently that needed to be included.**

2.3. Homelearning

The work set for pupils staying at home will be the same content as that which will be covered in school, and the expectations for learning will be the same even if the delivery is different. Staff are working hard to ensure equality of provision, but the Headteacher is also mindful of staff wellbeing.

The Headteacher praised all staff for creating such a wide variety of resources for home learning, and felt that parents' feedback had been taken on board to streamline how the material was uploaded to the website to make it more user-friendly. Tapestry has also worked well, allowing parents to upload their children's work, and teachers to communicate directly with their pupils to provide feedback. The Headteacher advised governors that she would like to shorten the length of the school day slightly after wider opening to allow teachers to support pupils who are at home, as well as teach those who are back in school.

Q: As Y1 and Y2 are usually in a class together, what would be the impact of Y2 pupils having to stay at home? Y1s in school will be taught as a distinct group. Y1s who are at home will still be given support in addition to the Y2 cohort. The number of Zoom meetings with class teachers will have to reduce. **The same will be true of the Y5/Y6 cohorts**

The DfE are funding IT platforms to help primary pupils to continue their education during Covid-19. but this may not be up and running until September to allow staff to be trained.

TL left at 8.56am.

Q: Is there anything that we could do as governors or volunteers to help staff at this time?

Governors can help with:

- scrutinising documents from the government
- considering whether there are any additions that need to be made to the risk assessment
- help put up gazebos to provide additional outdoor learning space

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	<ul style="list-style-type: none"> • deliver teacher packs and grab bag lunches once the teachers and TAs are back in school • source any additional materials to help with hygiene <p>Q: If there was any staff sickness how would this be managed? We would need to close the bubble as we cannot move staff around. The rota is very tight.</p>	All governors
3	<p>OTHER BUSINESS</p> <p>Governors were pleased an appointment had been made to the job-share teacher (0.8 FTE) vacancy for Lower KS2 to start in September. This will be communicated to parents in due course.</p> <p>The Headteacher is in the process of appointing to the TA vacancy.</p>	
4	<p>The meeting ended at 9.08am</p> <p>Governors were thanked for their time and for attending this meeting at short notice.</p> <p>Date of the next meeting - week beginning 8th June 2020 to review how any partial reopening is working and discuss other Covid-19-related items. The Chair will send a Doodle Poll to ascertain governors' availability.</p>	CM