

GOVERNORS OF BARNES GREEN PRIMARY SCHOOL

MINUTES OF A MEETING OF THE FULL GOVERNING BODY HELD AT 7.30PM ON 8 JUNE 2020

Barnes Green Primary School

Our Values are:

- Respect
- Responsibility
- Perseverance
- Compassion
- Community
- Inclusion

Our Vision is:

Promoting independent thought and learning^[L1]_[SEP]

Providing a broad-based education^[L1]_[SEP]

Respecting individuality and difference^[L1]_[SEP]

Emphasising the importance of team work^[L1]_[SEP]

Nurturing physical health, emotional security and spiritual richness

Our pupils will learn to become self-confident, enthusiastic, resilient and tolerant.

Table of actions

These actions are from today's meeting. Previous actions are not included because they were not addressed at this meeting.

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| 200608 01 | Approach potential new governor to gauge interest. | PB |
| 200608 02 | Invite Sue (another potential new governor) to join our next meeting and check whether the 2 people who expressed an interest through Rev. Sandra are still interested in becoming governors. | AN |
| 200608 03 | Complete all possible actions and confirm actions taken to JSH prior to the next meeting on 13 July. | All |
| 200608 04 | Pass on Governors' thanks to staff for their hard work during this difficult time. | SS |

Governors:

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| Peter Bird | Present |
| Alyson Heath | Present |
| Penny Pavey | Present |
| Alex Nicholson | Present |
| Rob Hammond | Present |
| Simon Simmons | Present |
| Tracey Newbold | Present |
| Victoria Baxter | Present |
| Rob McDonald | Present |

Also present:

Jeanette Harwood (Clerk)

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| 1. | <p>To receive and record apologies and declarations of interest</p> <p>There were no apologies.</p> <p><i>Declarations of Interest:</i></p> | |
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| | AN's wife is a staff member at the school and chair of the PTA. | |
| 2. | <p>To approve the minutes of the last meeting and matters arising</p> <p>This meeting is an interim meeting and therefore matters arising were not discussed. They will be discussed at the next meeting.</p> <p>The minutes of the previous meeting were not available for approval. The last two meeting's minutes will be approved at the next meeting.</p> | |
| 3. | <p>To review governor correspondence, including social media feedback</p> <p>No correspondence has been received.</p> | |
| 4. | <p>To receive update on training undertaken by governors</p> <p>No training has taken place. Some governors are awaiting details of online learning.</p> | |
| 5. | <p>To receive update on governors' visits to the school since last meeting</p> <p>There have been no governor visits due to Covid-19.</p> | |
| 6. | <p>Covid-19 update - return to school</p> <p><i>The current situation and how the children and staff are adapting/coping</i></p> <p>SS gave an update on the current status. We are running YR Y1 and Y6 as well as the key worker provision. There has been a learning curve regarding cleaning and now each cleaner has an individual sheet that they have to complete and then sign before handing in at the end of their shift.</p> <p>Staff said that last week was exhausting - everything needed so much thinking about and the teachers were very tired at the end of the week. SS found out that his plan was missing a week as it is a 7-week term.</p> <p>Q- Is there is anything else the governors could be doing? There is nothing immediate that comes to mind.</p> <p>Q - Has anything unforeseen come up that was more difficult or challenging than the leadership team thought? TN said we are doing what we said we'd do and the system is working nicely. There is a very small number of children coming in: 4 YR, 5 in years 6 and 1. TN said it's been successful. The positives have been giving the children the opportunity to come in and spend time with their peers. The times the younger children spend on the playground is invaluable. It is exhausting and it's repetitive doing the same teaching in the morning and afternoon. Some parents have e-mailed in and TN and she was able to address some issues face to face.</p> <p>TN knows of another 3 children who will come into Y1 when we invite more children. Once numbers start to increase that may create more pressure. We've been in contact with all the Y6 families who have not come in and it is their choice.</p> <p>Q - How are the children coping? Absolutely fine. There could be some challenges for the young ones in not wanting to be in a certain place but the teachers say it's fine. VB said that her son has been in and is really happy to have been back. TN said that nationally, children don't seem to want to talk about PSHE - they want to get back to normality.</p> <p>Q - how is social distancing working in the playground and in the class? It's working very well. The Y6 understand and have kept to their routines. The children have got everything they need by their places so they don't need to be wondering around. In</p> | |

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the playground, staff are mindful of social distancing and make sure children are not all over each other. TN said that the playground is one of the most important parts of the experience as it normalises things and allows them to behave like children. AN said that his daughter (Y6) is thrilled to be in and to see her friends face to face. TN has asked the Y6 children and all of them have been excited to come back to school and see each other.

Q - Has there been any need to update the risk assessment? No - The only thing was that one teacher didn't have the correct school/planning ratio but that has been addressed by changing her rota.

Current and future government guidance on further reopening,

One of the things that has changed since the half term started is that the number of children coming into the key worker group. It has doubled on some days. That is changing how, in the longer term, we will be able to offer more spaces towards the end of the school year. Tomorrow SS will be asking Reception, Y1 and Y6 whether any other families would like to take up a place.

A local school reported that their key workers crept up after half term and as a result they couldn't fit in all the Y6 children. They told a child they couldn't come and the parents complained. County said that if you can't offer a place for all the year then you shouldn't offer any spaces at all. All agreed that we would not want to full foul of the same issue.

Q - Isn't the nature of the way we have organised it that we can adapt the sessions/bubbles to provide everybody a space? SS said that the problem would only come when we look at including other year groups - being able to provide places for them is looking very unlikely because we are already having to look at moving staff into the key worker provision. This is because we don't have the full compliment of staff. TN said that with the YR and Y1, we were going to offer 2 receptions and Y1 bubbles, currently we don't have enough take up for that so we do have space for additional YR, Y1 or Y6 children.

Q - As things stand at the moment Friday is PPA, Key workers are in Mon-Fri and the other pupils are in on Tuesday to Thursdays? What about Mondays? Badger only are in on Monday. We do have an option (subject to checking with county) to invite vulnerable children in on Mondays (either with their own teacher or as part of Badger class).

Q - What is happening with the shielding staff as some shielding periods have run out now. TN said one didn't start until into the period so is still away. The other teacher is considered vulnerable so SS needs to check with them as to whether they should be in work now. SS has met with one during lock down and has been in touch with the other by e-mail and virtual meeting.

SS said that once we have the next batch of numbers he will be able to let us know how he will look to organise it.

Q - Have VB and AN had any parents asking them what it's like for the children? VB has had a couple and she's told them how well her son is doing. RH has also been asked. His daughter is a little upset as she's the only girl in her bubble but other than that is quite happy.

We have the opposite in Y6 where we have just one boy in the afternoon. TN said that she knows there are 3 families that will not be coming back to school and she is in contact with those children online. One parent was reluctant but had signed them

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up the children became nervous when they had seen the videos so they backed out but they are now intending on sending their children in the next round.

Communication methods are working well and the provision seems like an added extra rather than continuing their education. It's about getting them through to July with a good experience.

We definitely have scope to increase our numbers. TN said that we need to let the current offering be successful. It's quite intense for children and thinks that 3 sessions may well be enough. That is a big discussion that needs to happen between the staff.

Short and long-term planning

Q - is there any information about the other year groups and September yet? No - the big discussions are about August - the heads are suggesting that we shouldn't be open - its an opportunity for holiday clubs to offer their facilities.

Q - what is the situation with the other years? They are still engaging with the online learning. TN has been contacting the families who are not engaging to see what we can put in place to support them.

TN said that there are many families who have been engaging fantastically and children are remarkably resilient. This will, however, have an impact on them - we last assessed them in March and are about to do their end of year assessments. There are some families who are not managing to engage as well and we are going to put together some packs for them. We can be positive we think.

Q - Is there a plan on how we will split the classes in September. Not yet. Class teachers will look at the lists of individuals and draw up the list. We will be looking at that in a couple of weeks time. We'll use what we already know about the children - we want to have balanced classes with a mixture of children - the teachers still know the children so will be able to do this.

Q - Will it be a little trickier for reception children as the level of engagement is much less than, say, year 3? Yes - we also have to consider the children who are joining us in YR in September.

One of the things we are going to talk about at the staff meeting tomorrow is using purple mash to do some induction work to their new year/teacher. They will be able to log on as a group and ask questions. This includes the new reception intake.

Q - If there are vulnerable children joining YR, will those parents have the access they need? Also Y6 children - has anything happened with The Weald? Regarding Y6, we are sending children to 4 different schools. Each school is all doing its own thing. The Weald are going to arrange virtual meeting via zoom but the other schools will be contacting parents and families directly about transition. It is tricky for the children as they won't be able to spend the usual 2 days at their new school to acclimatise. All children feel nervous when first going but in a few days, they are absolutely fine. Regarding reception - SS said the conversations with children's existing key workers will help and we are considering whether home meetings will go ahead in September.

Q - Is the staff meeting by zoom tomorrow? Yes.

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| <p>7.</p> | <p>Leaving and potential new governors</p> <p>AN thanked Alyson and Penny for their hard work and all the time they have dedicated to the school over the past few years. They really have changed the governing board for the better. PP said she has really enjoyed it.</p> <p>We have taken on 2 new governors over the past year. We also have two potential new governors who are keen to come on board and 3 other possibilities who have expressed an interest. There is also one additional person that we would like to approach. Action for PB to do that. She used to be a head teacher.</p> <p>AN said that he will go ahead and ask Sue to come to the next meeting virtually. AN is very keen to progress.</p> <p>Q - Is there a relatively good chance they will join? Sue was going to come to a meeting prior to lockdown so if it wasn't for Covid it probably would have been the 2nd or 3rd meeting she had attended. VB's father was keen enough to send of the form and has been a governor before so although he is not a former teacher he has lots of valid experience. Through Rev Sandra we have had 2 more expressions of interest so AN will contact them to see if they are still interested. Whilst we have a smallish board, it wouldn't necessarily be better if we had another 5 people.</p> <p>AN talked about possibly adopting the Circle of Governance approach rather than have committees. Given where we are at the moment, AN proposes to produce a document to show how the approach would apply to Barns Green. William Penn has been doing it for a while now. AN thinks it would suit our GB and would enable all governors to know about all aspects of the school rather than be limited in their knowledge. This is an existing action on AN so will not be included in this action list.</p> <p>AH pointed out that we should have 3 people as a minimum on the Head Teacher's performance review and they should not be parents. The meeting needs to happen in July. AN proposed and AH seconded that PP stay for the month of July in order to take part in that process. All were in favour.</p> | <p>PB</p> <p>AN</p> <p>AN</p> <p>AN</p> |
| <p>8.</p> | <p>Any other urgent business (to be notified to Clerk or Chair at least 24 hours before meeting)</p> <p><i>Action points</i></p> <p>AN asked everybody to ensure they have done as many action points as possible by the next meeting. JSH to re-send out the table of actions with the last minutes. Talking about the get together we were going to have (action from September 2019 meeting), it was agreed to buy the staff a bottle of wine each and to host a zoom call to say thank you to everybody. VB and AN to discuss to arrange. We will then meet as a governing board on the 13th July. Everybody will have done their action points so we can have a 15 minute FGB on the 13th.</p> <p>2020 PGL Trip</p> <p>SS said there might come a point where we have to write off the £2k cost for the PGL.</p> <p>Q - is there insurance to cover this? SS said that if we cancel it we don't get anything on insurance but if they cancel it we do. AH said that she has read that they are not cancelling buy trying to move to a different time. If we can't do that then parents might ask for a refund. AH said that SS should ask what other schools are doing.</p> | <p>VB/AN</p> <p>All</p> |

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| | <p>Q - Has SS called PGL? Not yet - he will call this week. AH knows that other schools have been moved into the summer term. They also have other venues so hopefully we'll be able to change although it might be more expensive in the summer term.</p> <p><i>Thanks</i></p> <p>Please pass on the Governing Body's thanks to the staff for their work during this difficult time.</p> <p>The governing body thanked AN for investing so much time with the school. He is doing a fantastic job.</p> | SS |
| 8. | <p>To update calendar, including confirmation of date of next FGB meeting</p> <p>13th July 2020.</p> | |

Signed as being a true record of the proceedings of the meeting

Signed

Date