



RODE AND NORTON ST PHILIP SCHOOL FEDERATION
Executive Headteacher: Mrs C Tommey

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Minutes of a Governors' meeting held on Wednesday 10th June 2020
Virtual meeting using Microsoft Teams

Minutes

Carolyn Tommey	Headteacher
Caroline Whitehead	Chair & Foundation Governor
Rev. Caroline Walker	Foundation Governor
Richard Clayphan	Vice Chair & Co-opted Governor
George Muxworthy	Co-opted Governor
Kirsty Tozer	Co-opted Governor
Philip Miller	Co-opted Governor, Chair of Finance and Buildings Committee
Kim Slade	Staff Governor
Sam Nicol	Clerk

Confidential agenda items are identified and highlighted in red.

Item No.	Item	Action
1.	Prayers, Welcome and Introductions, Apologies, Pecuniary Interests and Urgent Items The meeting was opened in prayer. Apologies accepted from: Siobhan Thompson, Bill Jackson, Graham Slingo, Bill Jackson, Iestyn Lewis Pecuniary Interests: Bill Jackson, Staff member	
2.	Minutes of the Governors' meeting held on 14th May 2020 will be presented at the July meeting	
3.	<u>School Re-opening Social Distancing Risk Assessment</u> This meeting provides Governors with the opportunity to discuss, challenge and review the School Re-opening Risk Assessment in collaboration with the Headteacher and Senior Leadership Team. The Headteacher notified governors that she will report on children attending each site not the school where children are registered. Norton St Philip site has 48 eligible children including 11 key worker or vulnerable children. Attending this week; Gruffalo Class in two bubbles - 12 on Monday and Tuesday, 11 on Thursday and Friday. Elmer Class in one bubble - 11 on Monday, Tuesday, Thursday and Friday. A maximum on site of 23 children and 8 staff in two bubbles. From 22 June, it is anticipated this	

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will increase to 34 children in 3 bubbles with 8 staff. The capacity of Norton St Philip site is 38 children using upstairs as a third classroom. There are 48 eligible children with a capacity of only 38 places. Currently, 14 children are choosing not to attend.

Q. Have the 14 children not attending made this decision until September?

A. Parents have been asked twice if they would like to send their children back to school and have been provided with the detailed risk assessment. The 14 currently not attending have declined the offer twice. However, after two successful days in school 3 or 4 parents have changed their minds. Parents have been informed that further capacity will not be available until 22 June when the classes split into 3 bubbles.

Q. Were the reopening plans on Monday and Tuesday successful?

A. GM reported that reopening went really well.

Q. Based on the first two days is there anything that needs to be changed or added to the risk assessment?

A. Changes have been made at lunchtime, as it has proved difficult for staff to take a break whilst children are supervised in their bubbles. The Lunchtime Supervisor, whilst taking a 'hands off' approach, is supervising both groups of children at different times in the hall to provide an opportunity for staff to take a break.

The Chair asked all governors present if they wished to raise any concerns or issues with the risk assessment. The Headteacher informed the Board that they should consider the risk assessment as a dynamic document that will be subject to change. A further meeting of the Board will be convened if significant changes are needed to the risk assessment and require governor involvement.

Q. Are Headteachers in the local area sharing their experiences of reopening and is there any good practice we can learn from?

A. Local Headteachers are in contact with each other and most schools are operating a similar reopening plan to ours. Headteachers are liaising with each other on plans to reopen for Year 4 pupils and how to provide induction for the new Reception intake.

Q. How are staff feeling and is there a measure of staff well-being?

A. Preparing the site and classrooms was a stressful week for all staff. The Headteacher has ongoing concerns for the well-being of staff. The reopening plan works provided staff remain well and available for work. KS reported that at Rode the risk assessment has worked well for Key Worker and Vulnerable Children. The emphasis has now changed from 'care' only to teaching and learning. The number of Key Worker children is increasing as more business start to open. Plans are already in place to increase the number of bubbles to accommodate an increase in the number of Key worker children. At Norton staff felt, they were in the 'firing line' this week. It is very stressful to implement a plan that goes against the fundamental principles of education practice in Early Years. Every effort has been made to make the school environment new and exciting for the children.

The Chair advised governors that the reopening of schools is a liquid situation subject to change at any time. Governors commented that having the children back in school, enjoying a positive experience, makes all the work involved in preparing the risk assessment worthwhile. Governors thanked staff for the huge amount of work in preparing the risk assessment and the

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	<p>school sites ready to welcome the return of children.</p> <p>Q. Are children who are not attending school still receiving home schooling? A. the Headteacher confirmed that children not attending school are still receiving home schooling packs.</p> <p>Q. How are the school managing provision for Key Worker children attending Norton St Philip School on days when they are not attending in their class bubble? A. Those children crossover and join a second bubble. This is one reason we have employed Busy Bees, our cleaning contractors, to provide a deep clean when the school is closed to pupils on a Wednesday. This will only be short term until June 22 when Norton St Philip will have 3 bubbles all attending for 4 days.</p> <p>Governors ratified the risk assessment for the return to school.</p>	
4.	<p>Correspondence: The Clerk is circulating all Governor Services correspondence by email to all governors as soon as it is received.</p>	
5.	<p>Date of next virtual meeting: 8th July 2020 at 6pm</p>	

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