

Kirk Smeaton CE Primary School

Governing Body

Minutes of the meeting held Wednesday, 10th June @ 7.15 pm

Present:

Mrs H Cuddy - Headteacher HC

Mrs R Rawson - Chair RR

Mrs L Thornley LT

Mrs C Cessford CS

Mrs B Hursthouse BH

Mr P Hursthouse PH

Mr A Robertson AR

Mrs R Brown RB

Mr P Hudson PHud

Mrs E Hall EH

Part 1

1: Welcome & Apologies

- Mrs Rawson chairs the meeting
- Mr T Jones - work commitment

2: Any other business to be agreed

- Y6 leavers

3: Confidentiality & Declaration of Business Interests

- No new interests and Governors reminded of confidentiality

4: Minutes of meeting held on 23rd January 2020

- Agreed and to be signed by Chair

5: Minutes of meeting held on 19th May 2020

- Mrs Marnier has sent to draft minutes to Headteacher and Chair - these will be sent out to Governors once complete.

6: Confidential Minutes

- Defer

7: Risk assessment and possible changes

- Headteacher confirms she would like to take the EYFS number of pupils from 6 to 8 and keep other classes to 8 pupils maximum. This can be managed by opening up Lions classroom. The established reception children will move to Dolphins classroom and some Dolphin children

will move into Lions. Increase the bubble size to 15 though still keeping to a maximum of 8 pupils at any one time in a classroom.

Question: when we move from 6 to 8 pupils in EYFS on what basis can we move to that?

A: It working well for the first 2 weeks and we wanted to trial 6 pupils initially and knows this has worked and is happy to move safely to 8 children.

Q: We had already agreed 32 pupils at the last meeting?

A: Headteacher confirmed we discussed 32 pupils but then changed it in the end to 30 pupils with the 6 in EYFS.

Q: what is the demand for places is like?

A: requests have increased and she feels she knows the children who are vulnerable or in our opinion could be vulnerable and these need to be accommodated where possible.

- Mrs Hall joined the meeting at 7.31pm.

Q: which year groups would be in each bubble of 8?

A: Headteacher to look at bubbles and classrooms.

Comment: 2m social distancing may change following the Government briefing earlier. We are going to have to say 'no' to some children if requests carry on increasing.

Q: Will we be open over Summer?

A: Headteacher not sure if we will be asked to open over the Summer. One Governor said there has been a few hints towards this idea.

Q: What is a safe bubble?

A: There are up to 15 children in other schools and this is what the guidance is suggesting.

Comment: there is very low risk in comparison to other areas and suggests the bubble size be 15 pupils and with the nature of the position we are in we should strive to keep 2m social distancing where possible. We must make it clear to parents as they may believe it means we actually have more spaces when we don't. Headteacher added she wants to be fair and give consideration to other year groups possibly coming back. Governor added this isn't government guidance as yet. Another Governor also commented that we cannot offer places to other year groups as yet. Headteacher said we need to consider vulnerable families and there are some that may require a social worker going forward. She also said how although there are children actually classified as vulnerable as we know our families so well we know of some that do need support. Year 6 pupils are getting a lot of transitional work and how long do we need to keep providing this? Whilst no other year group have been included in the guidance as yet we do need to bear this in mind in case the situation changes.

Q: what would happen if our plan went wrong? Would the government back us?

A: if they change the social distancing guidance to 1m then the plan will completely change again.

Q: Have we had any feedback from how home learning and school is working for children?

A: Headteacher feels it's going really well and as well as can be expected in the circumstances. Teachers are in the process of creating work/presentations with voice overs. Headteacher said the majority of children seem to be following plans well and regularly submitting work. Headteacher added the planning is comprehensive and children have been given everything they would have if in school, obviously there is no teacher to teach it though.

Governors agreed to increase the number of pupils in all classrooms to 8 pupils and the bubble size to 15 pupils. HC would like to meet again in 2 weeks to discuss and review current plan. Governors agreed.

Health & Safety since the Keyworker and wider opening.

Q: Has everything has gone smoothly is; sanitising, children feeling unwell.

A: parents have adhered to everything. All things have gone to plan at so far.

Comment: The staggering of times has possibly been too big and wasted some time.

Q: How has the cleaning of the school gone and does the cleaner/caretaker have sufficient cleaning products etc.?

A: Yes, also that we close early on a Friday which is good as cleaner can begin a good clean in preparation for the following week. It's also good to have this time free of children in case contractors are required on site to carry out any works.

Q: Has the cleaner has sufficient hours to carry out his duties during this time?

A: The cleaner/caretaker is happy with how everything is going.

Q: Do we have a duty to contractors coming on site?

A: We ask them to sanitise on entry, doors are all propped open so no contact and contractors asked to shout if they need us.

Q: is part of cleaner's duties is to clean all touch points i.e. door handles?

A: yes and there is a checklist on each classroom door as to exactly what needs doing and to tick once completed each day.

Q: What about outdoor equipment?

A: there is a member of staff each week who covers breaks and they sanitise equipment after each break including hoops and skipping ropes.

Transition for current pupils.

Headteacher would like to consider having a transition week for the last week of the Summer term. It was agreed to discuss this in more detail in the next meeting.

8: Headteachers Report & SDP

HT Main part of the report

- We are looking to have a Chrome books trial.

Q: who would be coming into school to provide this?

A: Headteacher confirmed NYCC Schools ICT and also confirmed the trial is free. An informed decision can be made afterwards.

- 2020/21 Priorities - Headteacher confirmed one of her main priorities in September 2020 will be to make sure children settle in ok and to consider the mental health of children. Headteacher added we will need to support families and children. She added how some children are just getting on with learning but some are struggling or may have even suffered bereavement during the crisis. Identifying the gaps is also very important.

Part 2:

11: Health & Safety

- Vision of the school - Headteacher asked for Governor comments on this by the July 2020. Teachers and General Teaching Assistants have also done this.

12: Accidents were shared on the HT report.

- Comments: Pupils have been asked to only do pull-ups on the bars outside and not hang upside down from them. A limit has also been put in place as to how many children can access them at a time.

Part 3:

14 Review Academisation - Defer

15: Policies

- PHSE can be deferred a little longer until Spring 2021 and advised Governors she would welcome any feedback on this. Governors to give comments by July 2020.

Q: What is the acronym on PHSE?

A: Headteacher confirmed Personal Social Health and Economic education. Every year group must be taught PHSE but there are changes to SRE (Sex and relationship education) that we must do from September. Headteacher confirmed we have PowerPoints for this. Governor added if the situation is not back to normal in September we need to consider this and Headteacher suggested maybe sending it out to parents and changing the policy based on comments.

- E-Safety policy needs to be agreed also and asked for comments by the end of June please.
- Parent code of conduct has been shared with parents - it would also be beneficial for governors to have a look at it too.
- Anti-bullying policy- to be commented on by Governors by July. This will be shared with parents and developed next term.

16: Any other business agreed at the beginning of the meeting

- Year 6 leavers

Question: Is anything was being considered for the Year 6 pupils due to leave us this time.

Answer: suggested maybe a social distancing leavers event with 2 parents allowed and have a presentation for them.

Several members said it would be nice to do something to mark the end of their Primary years and transition into High School. Headteacher would like to include parents and hopefully we should be able to organise something outside.

A: If the situation doesn't allow or had to be changed at last minute we could consider a recording of the event as a keepsake for pupils and parents.

A: consider safeguarding on this.

Q: Is someone organising Leavers Hoodies

A: Yes.

- Are acknowledging the death of George Floyd and do we need to react to this?

A: We do discuss news/social media items with children and said there are some good resources out there to share with teachers.

Q: Do we cover Slavery?

A: Yes this topic in Lions class with Year 3/4

Moving forward

Q: Anything else to discuss right now and suggests another discussion in 2 weeks' time and possibly look at the R Rating.

Comment- do we need to add the R Rating into the risk assessment? One Governor advised against this as we cannot put a definite number against it.

Q: In terms of keeping up with guidance how do we manage?

A: we receive a daily email from the Department of Education with updates to read and the Local Authority are in touch with us, we obviously also follow the Government guidance. There are so many daily updates/documents to read.

-Transition for Year 6's.

Comment: Head of Year 7 at Campsmount has arranged a virtual meeting for parents and they have been informed. Current year 6 pupils have also been given a map of the school and an example timetable.

Q: how many pupils are going to Campsmount?

A: 9 pupils. One pupil is going to Brayton, 1 to Carleton and there is one in question at the moment.

Q: how many children are starting in Reception who have never attended our Nursery?

A: 4 pupils although some have been with Mrs Beck.

Comments: These children need priority as children may be terrified coming into the setting if they've never been before. Headteacher agreed this would be beneficial and suggests maybe considering transition for these children in September when we can reassure parents of the safety. Headteacher thanked all Governors for attending another meeting and another Governor agreed it is so important with how fast things are changing. Chair also thanked Governors.

Meeting closed at 8.30pm