



**Meeting of the Local Governing Body
using Microsoft Teams
on Monday, 27 April 2020 at 6.30 pm**

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| Present: | Luci Amos | Headteacher |
| | Jane Barry | Foundation Governor and Chair |
| | Julia Cruse | Staff Governor |
| | Michelle Groom | Parent Governor |
| | Phil Heycock | Co-opted Governor |
| | Justine Kuht | Staff Governor |
| | Nick Middleton | Parent Governor |
| | Mary Potter | Foundation Governor |
| | Andy Rowse | Co-opted Governor |
| | Alan Seabrook | Foundation Governor |
| | Liz Woodrow | Parent Governor |
| | Jacqui Cashmore | Clerk |

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Procedural

1 Apologies for Absence

Apologies for absence were received and accepted from Veronika Chidemo.

2 Headteacher's Report to Governors

2.1 On behalf of the Governors Jane gave a huge thank you to Luci and team for their hard work during this difficult time and was sure this was appreciated by parents and pupils. Luci to pass this on to staff.

2.2 The Head's report had been distributed to Governors in advance of the meeting and Governors were given the opportunity to discuss and ask questions.

2.2.1 Contextual Information: Covid19 home working time

How many children on average do we have in school each day?

- The first couple of week there were 4-5 children but this week numbers have gone up to 8-10 children. We also know of a couple of children that will be attending

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school from May and anticipate that numbers will gradually creep up. On average there are around 8 children per day.

- **How many teachers are in school each day?**
There is a weekly rota in place with 1 teacher and 2 support staff in each day.
- **Is this how we are structuring this, with the same teacher and support staff in the whole week?**
Yes, we wanted to be cautious because if a child is carrying the virus, it would mean that staff would not be on duty for another 3 weeks. It is also structured in this way to ensure that we are not wiping out all staff in one go.
- **Why are we seeing an increase in children attending school?**
Possibly because keyworkers partners have gone back to work.
- **If there is only one teacher in each week, what are other teachers doing**
If not at school Teachers are working hard at home, answering emails; looking at work that children have done; planning work for the following week. Teachers are also making telephone calls to around 10 families per week. Staff are also carrying out lots of CPD and doing some online tutoring.
- **Will we be looking at more online lessons in the future?**
There will be more You Tube lessons but the aim is not to do it all online. We want children to do some of their own work. We also have to be mindful that some families have more than one child at home and can't always access devices at the same time.
- **With regard to the Business continuity plan are we working through this in terms of lap tops etc?**
We reviewed the plan just before schools were closed down and an internal audit on business continuity had just taken place. The auditors highlighted it would need a bit more detail and recommended that it be tested. We then went into lockdown and put the plan into action, which has given us the opportunity to test it.

2.2.2 Achievement (attainment and progress)

- Governors noted that with every school it is going to be a big task when we return to look at attainment and progress. Luci had already commented on big discrepancies between how much families are engaging with the work set for the children. Luci said that since the report had been written we have had

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more staff making telephone calls to families and this had resulted in engagement from most families. Families are all tackling some parts of the home learning. We have to acknowledge that parents are not teachers and any work the children do will benefit them.

- **When the children return to school will all the work be marked?**

Work will be looked at but will not be marked rigorously. Families can upload anything they do, as teachers can then give them a current comment. An email welcoming the children back to school after the Easter break has been sent out and this has asked children to learn critical skills of how to improve their work. When back in school, it won't be relevant to mark the work they have completed, although teachers will look at this, from a point of view, to see where they have got to but we won't know how much they will have done themselves.

- **One of the Governors when out exercising had come across a mother experiencing difficulty with a Y1 child, who was not settling to this way of working. How do we help those children?** Luci agreed to discuss this in more detail with the Governor outside of the meeting.

2.2.3 Teaching and Learning

Parent Governors agreed the work that is being set is excellent but asked now that we are using 'You Tube', could this be used to introduce new topics and give some background to the work. It was felt this would be better received by the children, as it is from the teacher rather than the parent.

Luci responded that all staff are learning new skills and some are more camera shy than others but all teachers are becoming more confident in doing this. Luci has recorded weekly collective worship and reading stories to the Reception children. If parents have any questions or are struggling with the topics and work being set, teachers will happily respond to emails.

2.2.4 Behaviour and Safety

The teachers are in touch with families that they are concerned about and they will receive frequent calls. Social care are still working and in touch with any vulnerable families.

2.2.5 Leadership and Management

- Letters that are going out to parents on weekly basis have been circulated to Governors. Captured in this are our vision and values.
- A Governor highlighted the good work and amount of support and care the school are giving at this time.

2.2.6 The Chair asked Parent Governors for any feedback about the situation.

- There is a lot of printing to do. Although the worksheets can be accessed online, it is sometimes easier to print them.
- Everyone is getting through the work. Some are managing a couple of hours a day and some are struggling but trying to get their children to do it.
- Everyone is coping and trying to balance it up, with the children doing the work and then focussing them on other things.
- Everyone is making it work in their own way.
- One Governor said his youngest child in Reception was asking why he didn't have as much work as his older sibling.
- Julia responded that if more work is required she can set that up, so that the children can have additional work if they want to.
- A Governor said his grandchildren have an open plan house and his daughter is finding it difficult, as they have one child in Reception and one in Y6 but they are trying to do their best.

2.2.7 Luci responded that the school really do understand that all families are in different situations. Some parents are working at home; others have got children coming into school; others are fearful of technology or don't have technology. The school are trying to support these families and can empathise and understand how difficult it is.

2.2.8 Luci said it is a learning curve for staff to know how much work to set for a week. It is amazing how much teachers cram into a week and we can't expect children to follow that structure, We need to make sure children are happy and settled as well as learning. If the majority are doing some of it that is a plus.

2.2.9 **A Governor asked if in a worse-case scenario of the lockdown not ending soon; if schools re-open and then go into lockdown again, or if we are still in this situation in**

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September, will we need to think of a more formal setting for online learning. If we have to go down the route of registering children on Microsoft Teams, there are ways that he can help with that.

This is something we are thinking about but we are hoping we will be back by September but not sure at this stage how this will be done.

It would also depend on how long a further lockdown would be. We will be more prepared next time if it does come round again. We would also need to look at how much benefit there is in a lesson that you are doing live and expecting children to engage.

2.9.10 **Governors asked if something in the background needed to be laid out and could this be included in the business continuity plan.**

The Business Continuity Plan was originally set out for something like a fire etc, where we could move children to another setting and not for something like this. We will need to carry on with what we are doing and will need to look at how we take this forward if this continues.

2.9.11 **Governors asked how we will manage the new intake of children in September and how current year groups will cope with a change of teacher.**

Teachers will all be aware of this but as always we will teach them from where they are at.

2.9.12 **Governors were concerned that the current Year 6 children may leave without any finality.**

Luci had spoken to the Y6 children before they left and that whenever it is that we can get back together, we will get them back together as a group. We may also send out the leavers present.

3 **Any other business**

3.1 Flag: A new flag has been raised on the school flag pole in support of the NHS. John Chatburn came into school to raise the flag (social distancing rules were applied).

3.2 Reception intake: We have 19 accepted places and 4 more have been offered a place but we are, waiting for their acceptances. We have had at least two other children that

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didn't get their first choice and would now like to come to us. That should take us up to 26 children.

3.3 Staff sickness: There has been no staff sickness but one member of staff and one child have lost a relative due to Coronavirus.

3.4 Health and Safety: Dave has been busy with maintenance tasks but there are no health and safety issues to report.

3.5 Policies: A number of policies have been sent out to Governors to review and will be approved at the LGB meeting in May. Any comments/amendments to be sent to Luci/Jacqui by 8 May. **Govs**

3.6 The next LGB meeting is scheduled for 18 May. This is our planned strategy meeting but we will decide nearer the time the focus for the meeting.

3.7 Julia asked if Governors would like to record some stories for the Reception children. Julia will email Governors with details on how to do this. **JC**

4 Date and Time of Next Meeting

Monday, 18 May at 6.30 pm

The meeting closed at 7.15 pm

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