

BROADWINDSOR CE VC PRIMARY SCHOOL – EXTRAORDINARY FULL GOVERNING BODY MEETING MINUTES 29TH MAY 2020 - VIRTUAL

<p>Minutes of the Extraordinary Full Governing Body meeting held on Thursday 29th May 2020 by video using Office Teams at 9.30pm. PRESENT: Mr Philip Smith, Mr David Chumbley (Chair), Mr Mark Coghlan, Mrs Tracey Fooks, Mrs Lucie Goss, Ms Jill Mohiki, Rev Jo Neary and Mrs Sally Dawson (Clerk)</p>		
	Prayer by Rev Jo.	Action
	The Chair reminded all Governors about the agreed protocol for these virtual meetings. Everyone was asked individually to confirm their continued agreement. All agreed.	
1.	<u>ACCEPTANCE OF APOLOGIES</u> None – all present.	
2.	<u>DECLARATION OF BUSINESS/PECUNIARY INTERESTS</u> Governors were asked individually to state any business or pecuniary interest in any matter on the agenda. No interests were declared.	
3.	<p><u>AGREE AND APPROVE THE RISK ASSESSMENT FOR PHASED RE-OPENING ON TUESDAY 2ND JUNE</u></p> <p>PS confirmed to Governors that the Risk Assessment was now finished and ready to be submitted to Dorset Council. Governors had had access to the document and questions were invited.</p> <p>A Governor asked about the risk assessment for the possible marquee. PS confirmed that daily checks would be made on tightness of ropes, trip hazards etc. An assessment of the weather would also be made on a daily basis and not used if not safe to do so. Confirmation of insurance is currently being sought from the Council. If it is not possible to provide insurance cover, then the school gazebos will be used.</p> <p>Another Governor asked about access to medication, inhalers and consideration of pupils with diabetes. PS confirmed that inhalers will be in the classroom with the child; any medication required will be advised to be administered at home before coming to school. First Aid supplies will be in each classroom space and administered there. The Medical Room will not be accessed during phased return. Additional discussions regarding children with diabetes would have to be had with the diabetes nurse before children could return.</p> <p>A Governor asked for confirmation on the protocol for the Isolation room. PS confirmed the use of the Music Room which has an outside door and can be accessed both from within the school building and from the playground. PPE has been resourced and is available from outside the room.</p> <p>All new protocols will be checked on Inset Day with all staff.</p> <p>The Chair asked what PS felt were the criteria for closing the school again. PS felt that in the event of staff falling ill or being asked to isolate due to the new Test & Trace system could mean that even a small reduction in staff would make supporting some groups untenable. In addition, keeping a close eye on changes in local R figures might lead to closure. In all instances, closure may come at very short notice and parents will be advised of this.</p> <p>A Governor asked about the consideration of the return of pupils with Special</p>	

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	<p>Educational Needs. PS advised that the SENCo had already shared Risk Assessments with parents of pupils with an Education & Health Care Plan (EHCPs) and conversations had taken place with them. Of those that are making a return, there were pre-visits planned to show the classroom space and to talk through any anxieties. Their return is very much on a part-time basis to suit their own needs and to reflect their EHCP. Yr 6 transition for those with an EHCP also considered. Governors asked about protocols for distressed students. PS outlined the protocol – adapting those already in place, using outside space too or the mezzanine which could be a spare space. Communication from classroom to office will be by email or mobile phone.</p> <p>A Governor asked about the numbers of pupils returning. PS gave those, and also outlined the need for pupils of Key Worker families to book by Wednesday for the following week. Any other pupils who have not already advised us through the survey or by email/phone call to the office who wish to join their group will also need to give notice. There will be no ‘turning up on the day’.</p> <p>A Governor asked what curriculum activities were going to be provided. PS described broadly the wellbeing games and activities that were planned to help the children to talk about their experiences and stories since school closed. The aim in future weeks is to mirror home learning but will be in constant review.</p> <p>A Governor asked about transport and why the risk assessment seemed to indicate shared lifts for children in same groups. PS would check this but it was a risk he thought he had identified which would need communicating to parents. School transport – 2 children returning had indicated they would use school transport if available. Transport at Dorset Council and the coach company were aware. The coach company advised they were considering shuttle trips for children arriving at staggered times.</p> <p>A Governor asked if PS was happy to re-open on 2nd June? PS confirmed that given current guidance and information, then yes he was happy to re-open but that the GB needed to be aware that any changes in data will inform future opening.</p> <p>The Chair asked all Governors if they would confirm their support of PS in future decisions whether to close at short notice should the situation require it? All Governors agreed.</p> <p>A Governor asked if the staff were happy to re-open? PS replied yes, opening on the school’s terms and to evaluate as we go. PS advised the GB that of most concern was staff wellbeing with stresses from home with wider family care commitments and worries.</p> <p>A Governor asked if PS might continue beyond the first week with shorter sessions? PS considered this and after discussions it was agreed that for at least 2 weeks, sessions will be shorter, thereafter evaluated to decide whether to extend the sessions.</p> <p>The Chair asked each Governor in turn if they supported the Risk Assessment to enable re-opening under phased return starting Tuesday 2nd June. All Governors gave their support.</p> <p>It was agreed that the next FGB meeting would be on 11th June at 9.30am and in the meantime, a Governor would check-in with PS daily for feedback.</p>	
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The meeting finished at 10.15am