



10/07/2020

## Minutes

### Local Governing Board; St Stephens Community Academy

Friday 10<sup>th</sup> July 2020/11am start remotely via Zoom

1. **Join Meeting**

TM confirmed that attendees had video and audio connection.

2. **Welcome and Apologies**

**Present:** Ann Nicholson (Chair), Joan Heaton, Laura Osborne, Kathy Walsh, Maura Furber (Head Teacher)

**Apologies:** Terry Cawsey (apologies accepted)

**Not Present:** Peter Jones, Sue Tierney

**In attendance:** Toni Martin (Governance Officer)

3. **Declarations of Interest Relevant to this Agenda**

None declared.

4. **Confirm Minutes of LGB Spring Meeting (21<sup>st</sup> May 2020) and Matters Arising**

No actions. Decision was made to accept minutes as true and accurate record of meeting and the Chair will sign a copy when normality resumes.

5. **Current Situation Update**

MF updated the governors on progress to date and the detail can be found in the weekly reports. Currently 5 in the ARB, school is also open to year 4 as well as Reception, Yr 1, Yr 6 and key worker children (which has a large proportion of year 2). There are 12 year 4 pupils in.

**Have all staff been able to return to work?** MF updated on staffing including staff that have now returned to work. She noted that it was delightful to have all the staff except one back in school for periods of time. That one member of staff is working hard at home enabling remote learning.

**Are there any new safeguarding or health issues that have arisen because of this period?** MF confirmed that all risk assessments have been put in place and NHS guidelines are being followed with regard to any health issues. The staff are cognisant of children's well-being but MF's opinion is that they just want to get back to normal.

**Have you managed contact with all vulnerable children?** MF noted this has been done.

MF noted a great visit from a Trust Board Director, Steve Tavener who asked lots of relevant questions. A summary of his feedback was: *Many thanks for taking the time to meet with me and show me around your wonderful school yesterday. I was really amazed with the broad range of challenges and opportunities you and your team have to face on a daily basis, let alone the*

*major challenge of reopening the school in the current crisis. It was so good to see the empathy among you all that has and is overcoming the challenges you face as well as maintaining educational standards, which are clearly so important to you. Keep celebrating the successes as well. On a practical level I noted that the layout of the building lends itself to the formation of the year group bubbles and with much hard work you are in a good position to open in September. Brilliant.*

## 6. Future Plans

MF outlined the plans for September and the challenges involved with meeting the guidance, including meal times and breaks. The entrance and exits are a little restrictive so the timings will be staggered. Year F will transition in with smaller groups, part time in the first week, but from the second week the whole class will be in full time.

**How are you managing safety against larger numbers of pupils?** MF explained.

MF noted the MAT recovery principles and how these will be implemented. **Are the staff expected to work over the summer holidays?** MF confirmed the intention for all staff to get a proper rest. The capabilities curriculum has already started and this will be continued, most of it is prepared already. **Are there any staffing changes for September?** MF confirmed the staffing arrangements and discussed the use of tutors, and the additional funds available for this.

Funding for laptops and provision for vulnerable children was discussed. **How will Heads deal with a situation when a parent has a genuine concern over Covid 19 with regard to sending their children to school in September given the government's policy on fining?** MF noted that a letter will be sent to parents stating that all children are expected back in school and TM noted the MAT policy on Head's dealing with absences. The relationships with parents have improved over this period and it is important to maintain this.

Transition was discussed and the limited contact from Launceston College.

## 7. Any Other Business/Plans for Autumn term meetings

Plan for Autumn term is to return to working group in first half of term and main meeting in second half of term. Meetings can be remotely via zoom or in person in a socially distanced manner, or a combination of is fine also. The options for monitoring visits will be assessed as time goes on, but in the mean time, short zoom working groups can discuss progress.

Provisional dates: Working Group; Thursday 1<sup>st</sup> October at 10.15 remotely on zoom and main meeting; provisionally set for Thursday 26<sup>th</sup> November 2020 time TBC.

The Chair thanked and said a huge well done to team St Stephens and wished them a good break over the summer. The governors concurred.

Meeting closed at 12 noon.

TJH Martin  
ADMAT Governance Officer

## Distribution List:

A. Nicholson – Co-opted Governor (Chair)	J. Heaton – Co-opted Governor
------------------------------------------	-------------------------------

L. Osborne – Parent Governor P. Jones – Co-opted Governor (Vice) K. Walsh – Staff Governor S. Tierney – Co-opted Governor T. Cawsey – Co-opted Governor	M. Furber – Head Teacher  W. Hermon – Executive Head/CEO G. Barriball – Chair of the Board
---------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------