



21/05/2020

Minutes

Local Governing Board; St Stephens Community Academy Thursday 21st May 2020/2pm start remotely via Zoom

1. Join Meeting

The Clerk confirmed that everyone present had video and audio.

2. Welcome and Apologies

Present: Ann Nicholson (Chair), Peter Jones, Laura Osborne, Joan Heaton, Sue Tierney, Kathy Walsh, Maura Furber (Head Teacher)

Not Present: Terry Cawsey

In attendance: Toni Martin

Everyone was welcomed to the meeting. MF noted that it has been truly very busy and it would not have been possible without the incredible team of staff at St Stephens and the governors agreed.

3. Declarations of Interest Relevant to this Agenda

None declared.

4. Confirm Minutes of LGB Spring Meeting (12th March 2020) and Matters Arising

No actions required. Decision made to accept minutes as true and accurate record of meeting and the Chair signed a copy.

5. Situation to date including remote learning, key worker provision, safeguarding, staff and pupil well-being

After a brief update from MF, the following questions were taken:

What is the uptake of on home learning? MF outlined 85-90%; some doing the learning on line and some with paper packs. For those that had thus far not engaged, MF has liaised with them. The range of activities were noted and the support given to parents & children outlined. Governors noted that the relationship between parents and teachers has evolved because the way things have needed to be done has shown different sides of people.

Has every parent/family been made contact with? Having tried multiple contacts for a few children, MF has finally made contact with the last family.

It is noted for the minutes that a Covid safeguarding appendix has been issued and published on the website. No issues with safeguarding have been reported that governors need to be aware of.

6. Plans for Phased Re-Opening of Schools

MF updated governors on the plans for opening on 1 June 2020 with a reduced provision in school and children in small 'bubbles' to keep the safety of staff and children at the forefront. Thorough risk assessments have been completed. She noted that the staff are not just teachers at the moment as much of what is happening is about children's and parents' social and emotional welling, and mental health. The role has encompassed a much wider pastoral element than would normally be the case and this is understandable given the situation with Coronavirus.

Currently uptake from parents is low across the priority groups and hence there will be one group for each year group and provision will only be for 2 days a week. The hub provision for key workers will be kept separate and the set up will be very different to what they have been used to thus far. Not all staff are available to be in school because they are in the vulnerable category or live with someone who is.

Cleaning needs to be done, tables moved, soft furnishings and toys need to be sorted. There is lots of preparation to do. A letter has gone out to parents and responses have been positive, even if parents are not planning to let their children return to school just yet.

The following questions were taken:

What can the governors do to help? MF stated that to be there for support and as a sounding board is very helpful and asked governors to continue to do that.

With the numbers so low, is it worth the risk for the staff? MF assessed that it is possible that the numbers will change over time and that a transition has to be made at some point.

A concern was raised about the emotional well being of the children given the restrictions and rules in place when they do go to school? MF confirmed that the safety and emotional well being of children is very important, the bubbles will be like little families and tape is not being used to section off areas as has been seen on television in other schools. SSCA also has lots of outside space that can be utilised.

Will the children have access to the library? No access to the library as such but there is access to groups of books. Book swap occurs and the books are cleaned and left for 7 days prior to be issued to another group.

Do you have the resources and staff you need to clean the school to the level it needs to be cleaned? MF explained that this is satisfactory at present and that additional cleaning materials have been made available.

Are staff going to be able to take breaks during the day? MF confirmed there are enough staff in the nursery, F and Yr 1 for one to be on a break. Yr 6 has a teacher and TA so one can have a short break as required.

How are the staff feeling about this and are there any Union members who will not be working? None. Most staff are willing to come back into school. Those that are unable to because they are in the vulnerable category feel guilty but are doing incredible amounts of work at home. A governor, as a parent, noted that the staff have been incredibly supportive and worked hard to provide for the children.

Are there any major concerns with the plans that are in place? MF highlighted some key areas that need to be monitored closely but noted that this is all work in progress and will be constantly reviewed. MF noted that it has been helpful to be in a Trust as she has been able to exchange ideas, share the workload with and talk to the other Heads in the Trust.

The Chair noted that the governors wished to pass on their admiration and appreciation to MF and all staff and noted that it is important that they look after themselves as well as everyone else.

7. Any Other Business/Plan for next Meeting

It was agreed that the governors would meet for a working group after 2 weeks of the new system. The meeting will be held remotely Tuesday 16th June 2020 at 2pm. TM will send out a link.

Meeting closed at 3.30pm.

TJH Martin
ADMAT Governance Officer

Distribution List:

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