



Campsbourne Primary School

MINUTES OF THE GOVERNING BODY MEETING Held on 4th June 2020, 6pm (conference call/virtual meeting)

Membership:

Position	Name	Initial	Appointment Date	Term End Date
LA Governor	James Langley	JL	05/12/2016	04/12/2020
Parent Governors	Jude Fransman	JF	24/11/2019	23/11/2023
	Gladys Merceron	GM	21/11/2018	20/11/2020
Staff Governor	*Jade Springer Best	JSB	07/10/2019	06/10/2023
Co-opted Governors	James Barten	JB	08/12/2016	07/12/2020
	Eleanor Jones <i>Chair</i>	EJ	19/09/2018	18/09/2022
	Stuart Parker	SP	15/09/2016	14/09/2020
	Rachel Roberts	RR	26/02/2018	25/02/2022
	*Brij Sharma <i>Vice Chair</i>	BS	14/09/2017	13/09/2021
	Owen Cheshire	OC	12/12/2018	11/12/2022
Associate Members	*Anita Jakhu	AJ	11/07/2019	10/07/2023
	*Alex Heywood	AH	11/07/2019	10/07/2023
Headteacher	Jonathan Smith	HT	<i>Ex officio</i>	

*Asterisk denotes absence

Also in attendance: Felicity Baird, *Clerk to Governing Body (Haringey Education Partnership)*

PART 1

1. WELCOME / INTRODUCTIONS / APOLOGIES

- 1.1 The Chair welcomed all to the meeting.
- 1.2 The following apologies for absence were received JSB, BS, AJ, AH and were accepted by the Governing Body (GB). The GB was quorate.

2. DECLARATIONS OF INTEREST, PECUNIARY OR OTHERWISE, IN RESPECT OF ITEMS ON THE AGENDA

- 2.1 None were made.

3. MINUTES OF THE MEETING OF 20 MAY 2020 AND MATTERS ARISING

- 3.1 The Minutes of 20th May 2020 would be reviewed at the next meeting of the GB.

Action: Approve GB mins 20 May 2020 at next GB meeting.

- 3.2 It was agreed that a copy of the notes of a finance meeting between the Headteacher (HT), the School Business Manager (SBM), and a Governor would be uploaded to GovernorHub.

Action: Clerk to upload meeting notes of finance meeting to hub.

4. CHAIR'S ITEMS

- 4.1 Covered elsewhere on agenda.

5. HEADTEACHER'S ITEMS

- 5.1 Progress made to reopen school

The Headteacher (HT) said that the unions had responded to the risk assessments, and minor changes were to be made. Risk assessments in draft form had been shared with staff and final versions were to

be circulated. The HT and JB (or JL?) had undertaken a site walk and some areas were to be cleared up as a result. Signage relating to re-opening the school was going up around the site. Overall, the risk was deemed as 'low'. The risk assessment would be initially reviewed daily and the Local Authority (LA) had suggested that schools publish risk assessment on their websites. It was noted that there would be 'gaps' of risk (e.g., 2 children from the same household being in school in 2 separate bubbles but that the school was trying to minimise the risks to all as much as was possible). The Chair noted that the school's HR provider, Judicium, the LA and unions had all reviewed the risk assessment. The GB supported the risk assessment.

5.2 Q: Is the ICT Suite only to be used by Teaching Assistants (TAs)?

A: Yes – the suite can fit 3 – 4 TAs.

5.3 Q: Do we know how many children will be travelling to school via public transport?

A: We don't know the current numbers, but are aware that from 15 June 2020, it will be mandatory for people to wear masks whilst travelling on public transport. We have masks that offer some protection, although are not medical grade, for cleaners, and for those working with children that require close care.

5.4 The HT reported that approximately 45 – 50% of children would be returning to school. Those that would not be returning to school would continue to receive packs to work on at home.

5.5 Home Learning Update for Years 2, 3, 4, 5

The HT reported that packs would be available for collection for those living in the N8 postcode soon. Others would be delivered to those living outside of the postcode area. The provision for home learning for years 2 – 5 was being increased and it was hoped videos linked to reading, writing, maths would soon be created. Weekly online meetings were to begin to take place for classes that were split into groups of 10. There was no capacity to provide additional help for those children that were not returning to school this term. It was noted that home and school based learning may continue in September, especially in the event of a second wave of coronavirus.

5.6 SEND

The HT informed the GB that he had discussed the significant number of children with EHCPs at the school with the Head of SEND at Haringey Local Authority (LA), and had subsequently sent an email detailing the number of EHCPs for children at the school to the Head of SEND, Assistant Director of Learning, and several councillors, and asking for additional funds due to the exceptional circumstances that the school found itself in.

5.7 Reception and Y6 transition

The HT talked about the transition materials for Y6 pupils. Teachers would spend time with those that came into school. Transition meetings had taken place regarding children with Special Educational Needs (SEN) and also with schools to discuss children that were not categorised as SEN but who may need additional support. A letter had been sent out to families regarding Reception children joining the school. Nursery and Reception meetings were to take place, allowing families an opportunity for Q&A. Sessions were to be run live and potentially circulated to families afterwards.

5.8 Q: How many key worker children have now taken up places?

A: The school is now close to capacity for key worker children.

The HT explained that no more than 15 children were to be in 1 class, but that there was flexibility to use various rooms.

6. **FINANCE UPDATE**

6.1 Business case for emergency funding due to loss of income

The HT said that the school would need to make a request for additional funding due to the loss of earnings from lettings. It was unknown when a response from the LA regarding the case for emergency funding would be received.

- 6.2 The HT explained the plan he had created was building on home learning and the need for the school and families to work in partnership. The HT stated that parents' support would be required to help children who had lost learning during lockdown to catch up, and noted that a steady approach would be required rather than attempting to catch up children in 1 term. The GB was in agreement with this approach. Referring to union concerns over safeguarding online classes, the HT said that measures were now in place so that classes on Zoom would be recorded. It was noted that a small number of teachers had noted their discomfort about carrying out online classes, however this only related to 1 year group.
- 7. BAME standing item**
7.1 No items.
- 8. HEALTH AND SAFETY standing item**
8.1 No additional items.
- 9. POLICIES standing item**
9.1 The HT noted that the GB had missed signing off some Spring and Summer policies. The Chair suggested triaging what was required to be signed off and what may require updating in response to the covid-19 pandemic. The GB was in agreement that it would prefer to receive policies throughout the year rather than all at once.
- 10. GOVERNOR TRAINING standing item**
10.1 No items.
- 11. ITEMS FOR THE NEXT AGENDA**
11.1 None undertaken.
- 12. DATE AND TIME OF NEXT MEETING**
12.1 It was agreed that the GB would meet on 10th June to review and sign off the budget.
- 13. ANY OTHER BUSINESS**
13.1 Q: Are those families who are entitled still receiving vouchers in lieu of Free School Meals?
A: The school has found it impossible to enrol onto the government's EdenRed voucher scheme and has sourced Sainsbury's vouchers instead, which will be handed out to the relevant families. The vouchers equate to £15 per week and will be claimed back as costs incurred by covid.

There being no further business for Part 1, this section of the meeting closed.

ACTION LIST

ITEM	ACTION	ASSIGNED TO
3.1	Approve GB mins 20 May 2020 at next GB meeting.	GB
3.2	Clerk to upload meeting notes of finance meeting to hub.	CLERK

SIGNED



ELEANOR JONES, CHAIR OF THE GOVERNING BODY

25/9/20

DATE