



Campsbourne Primary School

MINUTES OF THE GOVERNING BODY MEETING Held on 20th May 2020, at 5pm (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
	Brijesh 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: Sarah Hargreaves, *Senior Clerk (HEP)*;

PART 1

1. WELCOME / INTRODUCTIONS / APOLOGIES

- 1.1 The Chair welcomed everyone to the meeting.
- 1.2 The vice Chair welcomed the Chair back from her absence.
- 1.3 JSB was absent.

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 25TH MARCH 2020 AND MATTERS ARISING

- 3.1 The minutes were **agreed** as a correct record of the meeting and will be signed by the Chair and lodged in the school when this is next possible.
- 3.2 There were no outstanding matters arising.

4. CHAIR'S ITEMS

- 4.1 The schools in the West Haringey NLC area are aligned as to regards the possible re-opening of schools. Whilst schools are being supported by the LA, as every setting is different, there is no consistent guidance.

5. HEADTEACHER'S ITEMS

- 5.1 The Headteacher (HT) reported that he has written to parents today (20th May) to discuss health and safety issues and the logistics of opening the school.
- 5.2 A webinar has been arranged for tomorrow by HEP/the LA on conducting risk assessments. The way in which individual schools are grading themselves varies. HTs will be reviewing each other's risk assessment.

- 5.3 Judicium will be in the school on June 4th to look at the fire policies and will also look at the Covid-19 risk assessment then.
- 5.4 The intention is for Year 6 groups to be in school for 4 days a week, Monday to Thursday completing a normal school day e.g. 9.00 – 3.00 or 9.30 – 3.30. Reception class will do the same times and days as year six but groups will only attend on alternate weeks. This is because we do not have the physical space to accommodate 4 reception groups simultaneously. Full days have been opted for as the DfE guidance does not recommend rotas and half days do not work for working parents. The teachers and support staff will stay with the same group of children. Two teachers, one from Year 4 and one from Year 5 will assist with some of the Year 6 groups. A trainee teacher and our Lead Practitioner will take 2 of the year 1 groups. Teachers will have all of Friday for their PPE time. Year 1 are likely to return to school on June 15th.
- 5.4.1 All SEN children with an EHCP will have a key worker if they are returning, although they will not necessarily be in class.
- 5.4.2 The school is mindful of the fact that there are children with identified needs but who do not have care plans and will ensure that they do not fall through any gaps in provision.
- 5.4.3 During play times each group will be split in half. The playground will be split into two areas and each group will be given their own equipment to play with. It will not be possible to use the climbing equipment.
- 5.5 Children will eat packed lunches in the classroom. Food vouchers will continue to be issued to the FSM children not coming into school. Parent can provide their own lunches if they wish. Reception, Nursery and Year 1 children receive free meals anyway. As the school is open there is a responsibility to continue to provide children with food. It is not possible to use the dining room as it would have to be cleaned between each group of children.
- 5.6 From speaking to a school in Denmark one positive point has been that with the children being kept in smaller groups they teachers are finding they have more time to talk to the children and the children find it easier to talk to each other more which has benefitted ~~and~~ their mental health ~~has benefitted~~.
- 5.7 Weekly staff meetings have been ~~help~~ held during lockdown. Four staff who are Union members have sent letters to the Head. He has spoken to three of them and they were happy with the outcome of the discussion. Two or three teachers have indicated that they may not return to work if the NEU tells them not to.
- 5.8 The school has specific-risk assessments for cleaning and kitchen staff. All other staff are covered by the general risk assessment.
- 5.9 The intention is that the school will be closed on Fridays so that there is a 72 hour break without people being in the building. Children will enter the school through different entrances in order to separate them more.
- 5.10 *Governors asked what parental feedback had been on the proposals.* Around 50% want children to come back to school. All changes will be communicated with parents.
- 5.11 Toilets will have to be shared, but there will be extra cleaning undertaken (toilets, door handles, tables). The extra costs can be claimed back from the government. Teachers will be cleaning the materials in the classrooms but not taking part in the general cleaning rota.
- 5.11.1 It is likely that overall cleaning within the school will need to be increased on a longer term basis. Currently there is only one deep clean a year. It may have to become once a term. This could require an additional cleaner to be employed. It is possible that cleaning will be as important as social distancing in keeping the virus at bay.
- 5.12 *Governors asked how long the school was likely to be operating on a four day week.* This will depend on the infection rate dropping further. It could be for 4-5 weeks. It is not possible to sufficiently social distance with 30 children in a class.
- 5.13 *Governors asked if staff would be able to claim against the school if they became ill.* There is no automatic right to compensation as they would have to prove that the school was negligent and that they had not caught the virus elsewhere.
- 5.13.1 This is why it is important to undertake and share the risk assessment.
- 5.14 *Governors asked if teachers would still be marking books.* Yes; they will be instructed to wash their hands before they do anything else.

- 5.15 The curriculum initially will concentrate on RWM and PSHE, in particular mental health and hygiene. These can morph into other subjects as needed. Zoom lessons for music are being provided. ICT will not be taught due to the possibility of virus transmission from the equipment. The Forest School programme will be halted as will science as resources are an issue. Geography, history and drawing could be possible.
- 5.15.1 Those being educated at home will follow the same curriculum. It is understood that children at home are able to access different amounts of education due to their own circumstances. It is better for children to catch up on work within a school environment as not all will be able to access it at home.
- 5.16 Years 2 and 4 will receive pre-recorded video lessons. Additional work will be put into the planning of lessons for the year groups who will not be returning to school for the foreseeable future.
- 5.16.1 There will be data gaps so it will be harder to plan lessons. No data is being sent to the DfE or LA currently.
- 5.17 *Governors asked what would happen if a child became ill during the day.* They would be isolated until they could go home. If the child has symptoms parents would be asked to get them tested. If the test was positive then the rest of their "pod" would be asked to self-isolate. Children can now be tested if they have symptoms. The same procedure would be in place if it was an adult.
- 5.18 Feedback from parents would be welcome. It is a new way of working for everyone.
- 5.18.1 Parents who want their children to join at a later date will be allowed to return on Mondays only.
- 5.19 *Governors asked the Head to provide information on the gender and ethnicity of those not coming back to school by the end of the week.* It was noted that many Turkish families had been strictly obeying the lockdown. **Action Head**
- 5.20 It is believed that children will slowly catch up on any work they have missed. There is not an intention of running a summer camp.
- 5.21 *Governors asked what would be happening about children planning to enter the school in September 2020.* There could be Zoom meetings with parents or a few could come into the school at a time. This will be looked at further over the coming weeks.
- 5.22 Governors thanked the Head and staff team for their extra work during Covid-19 and confirmed that they are supportive of the school's actions to date. Governors are also supportive of the school's re-opening plans as they are following the guidance. This view will only change if it becomes apparent that there are risks which cannot be mitigated by the above actions.
- 5.23 A follow up meeting week commencing June 1st may be required.

6. SCHOOL BUDGET

- 6.1 There will be an in-year deficit on the basis of there being no income from rentals, school meals, breakfast or after school clubs etc. This is likely to be around £67K as the school usually makes around £280,000pa from the above.
- 6.2 If the school was to fully return in September on the basis of 80% of the revenue budget, the in-year deficit would be around £68,000, which would use up all of the current surplus.
- 6.3 The kitchen and after school club staff have been furloughed.
- 6.4 The extra curricula activities are very popular and give the school some of its identity. Governors are keen to not lose them for too long. It was noted that some LA loans are available to help schools in the short term.
- 6.5 TAs who are leaving are not being replaced.
- 6.6 Spending may have to be prioritised in the longer term; the Forest School and swimming may have to be scaled back.
- 6.7 The Governors agreed the budget as presented acknowledging that, given the fast-changing circumstances, the budget may need to be revisited in the Autumn.

7. SLA's (SELF EMPLOYED)

- 7.1 It was **agreed** to consider this item under Part 2.

8. BAME standing item

- 8.1 No items.

9. HEALTH AND SAFETY standing item: To report any health and safety issues

9.1 No additional items.

10. POLICIES *standing item:* To **approve** any policies

10.1 None to consider.

11. GOVERNOR TRAINING *standing item:* To **report** any governor training

11.1 None undertaken.

12. ITEMS FOR THE NEXT AGENDA

To **consider** any items for inclusion on the next agenda

12.1 The budget and Covid-19 will remain the main agenda items for the rest of this school year.

13. DATE AND TIME OF NEXT MEETING

To **note** the date and time of the next meeting

13.1 TBA.

14. ANY OTHER BUSINESS

14.1 No items.

There being no further business the Chair thanked everyone for their attendance and closed the meeting at **6.35pm**

Anita Jakhu leaves the meeting.

SIGNED



CHAIR OF THE GOVERNING BODY

DATE

5/2/21