



ST MICHAEL'S CE PRIMARY SCHOOL
Extraordinary Full GOVERNING BODY
MEETING HELD ON
Thursday 21 May 2020, 5pm
MINUTES (REMOTE MEETING)

ATTENDANCE

Governors Present:

Mark Dailey, **Cttee Chair** (MD)
Cordelia Brown, (CB)
Geraldine Gallagher, (GG)
Charlotte Allen, (CA)
Stephen Bethel (SB)
Kunle Ayodeji (KA)
Adel Burgess (AB)
Vidhi Gupta (VG)
Lisa Maguire (LM)
Frances Sorapure (FS)
Claire Southern (CS)

Also In Attendance:

Carol Murphy (Clerk)

*Denotes absent

Item No.	Subject/Decision	Action by
1. 1.1	Welcome and Apologies for Absence The Chair welcomed everyone to the meeting. All Govenors were present.	
2. 2.1	Declaration of Interests in Respect of Items on this Agenda None	
3. 3.1 3.2 3.3	Wider Opening of the School Plans The HT advised that the purpose of the meeting is to update Governors on the plans to reopen the school more widely from June. HT explained that earlier today there was a meeting with the LA and 18 HT's from Haringey. It was clear from this meeting there are still a lot of questions that do not have answers this is an evolving situation. Haringey have developed a generic Risk Assessment (RA) tool for schools to use however the HT explained that she has also used the RA from Barnet which is more comprehensive. The RA is a living document so will be continuously updated and revised as situations change and develop.	



3.4	It was outlined that the returning year groups will be 15 per class as per the government	
3.6	<p>There will be individual RA for staff currently unable to work because they are in a vulnerable group or self-isolating to see if they are able to safely return to work at this point and what measures need to be put in place to minimise the risks.</p> <p>The following issues were highlighted:</p>	
3.7	<ul style="list-style-type: none"> • Individual classes(pods) will be colour coded for easy, visual identification • Parents will be advised to ensure that children shower before and after school and have freshly cleaned clothes on each day. Uniform is optional, but comfortable clothing suitable for outdoors • There will be staggered start and departure times as well as breaks and lunches • There will be one adult per class in year 6 and two in Year 1 • Each child will be on a separate desk • Stationary will be provided • Learning will continue via Google classroom • There will be more outdoor activities • Wellbeing provision will be prioritised • Lunches will be packed lunches delivered to the classroom • Handwashing will be timetabled and there will be increased points for sanitising across the school • There will be a daytime cleaner on site • The school day will end slightly earlier each day to facilitate PPA time for teachers without the classes needing to be covered • Clear protocols for when a child or member of staff become ill with suspected Covid19 • There will be no clubs or extended club provision • Year 6 will return on 8 June followed by Year 1 on 16 June. It will then be decided whether it is possible to open up to further children 	
3.5	<p>Questions</p> <p>Has the school been able to secure PPE, soap, hand sanitiser etc? Yes the school has good levels of stock and Haringey have been supportive with this.</p> <p>Does moving the Key Worker children into the year 6 pod increase risk? No. There has been no illness within the Key Worker groups</p> <p>What is the biggest risk? Staff availability is currently the biggest risk area and will be an ongoing challenge.</p> <p>Who is liable for the Risk Assessment? This is currently unclear. HEP will provide further advice however the Risk Assessment should ensure all reasonable measures have been taken to minimise risk. It is not possible to eliminate risk just to put measures in place to minimise the risks.</p> <p>There followed a discussion about the risks and legal responsibilities. It was agreed that there needed to be openness about the risks and measures in place and it was confirmed</p>	

Page 3 of 4



	include social distancing etc.	
	Governors confirmed their support and approval of the plans to date. It was acknowledged that the plans would continue to be updated based upon updated guidance received.	
3.12	It was agreed that AB as Health and Safety Governor would undertake a site visit to review and support the plans.	
3.13	Action: AB to undertake H&S visit	
	It was further agreed that communications and letters should be sent from both HT and Chair of Governors	AB
3.14	Governors put on record their thanks to the whole staff for their hard work and commitment during these challenging times. It was agreed that CA & CS would organise these.	
3.15	Action: CA & CS to organise letter to staff	
	The Chair of Governors on behalf of the Governing Body thanked the HT for her tremendous work during this crisis. Communications have been clear, timely and informative.	CA & CS
3.16	The HT also paid tribute to the staff	
4.	Any Other Business None	

There being no further Part 1 business this part of the meeting closed at 6:08

Signed Chair.....Date.....

List of agreed Actions

Item No.	Agreed Action	By whom
3.13	Governor H&S Visit to be conducted	AB
3.15	Letter to be sent to staff thanking them for their work during Covid	CS & CA