



**ST MICHAEL'S CE PRIMARY SCHOOL  
GOVERNING BODY  
CHILDREN'S COMMITTEE MEETING HELD ON  
WEDNESDAY 8<sup>th</sup> JULY 2020 AT 5.30PM  
MINUTES  
REMOTE MEETING**

**Part 1**

<b>ATTENDANCE</b>	
<p><i>Governors Present:</i> Cordelia Brown, <b>Cttee Chair</b> (CB) Geraldine Gallagher, <b>Ex Officio Head Teacher</b> (HT) Reverend Kunle Ayodeji <b>Ex Officio Foundation</b> (KA) (arrived 17:55) Charlotte Allen (CA) *Lisa Maguire (LM) Stephen Bethel (SB)</p> <p>*not present at the meeting</p>	<p><i>Also present:</i> Suzanne McGowan, Clerk - HEP</p>

<b>Item No.</b>	<b>Subject/Decision</b>	<b>Action by</b>
<b>1.</b> 1.1	<b>Welcome and Apologies for Absence</b> The Chair welcomed everyone to the meeting. Apologies were received and accepted from Lisa Maguire.	
<b>2.</b> 2.1	<b>Declaration of Interests in Respect of Items on this Agenda</b> None.	
<b>3.</b> 3.1 3.2 3.3	<b>Minutes of the Previous Meeting held on 11 March 2020 and Matters Arising</b>  The Minutes of the previous meeting were <b>AGREED</b> . They will be signed by the Committee Chair and returned to the HT for filing at the next face to face meeting.  Matters arising from previous meeting:  <i>10.6 – Home school agreement to be redrafted.</i> The Chair asked if the home school agreement was still valid for September. The Head replied the school reviewed the agreement and going forward they will need two separate agreements one for home and one for school.  <i>13.1 - Thank you letters for children to be written and brought to the FGB meeting for signing.</i> The Head suggested it would be nice to send something to the year 6's from the GB that was Covid related. It was agreed the class teacher could give whatever the most appropriate message of well done to the children and then the	<b>CA</b>



3.4	<p>GB would add their digital signatures.</p> <p><i>14.2 – Medical Policy, parent group to be organised to review the policy. This has been paused for now. The school will redraft the policy in line with changes due to Covid and aim to organize parents in the Spring Term.</i></p>	<b>HT</b>
<p><b>4</b></p> <p>4.1</p> <p>4.2</p> <p>4.3</p> <p>4.4</p> <p>4.5</p> <p>4.6</p> <p>4.7</p>	<p><b>Update on Covid-19</b></p> <p>The Head was pleased to report that all pupils have had the opportunity to come into school before the end of the year. The reception, year 1 and 6 provision was every day and 100% of year 6 children attended. Reception and year 1, had 90% attendance overall and children from years 2-5 had 5 x 2 hour sessions and an uptake at 80%. This was a strong indication of confidence in the school. The school has kept note of the children who are not attending and monitoring their engagement in remote learning, providing support where necessary.</p> <p>Provision continues on Tapestry for Early Years and google classrooms for Years 1-6.</p> <p>The Head informed governors that pupils had been surveyed through the school council on remote learning. Children were asked if they agreed, not agreed or completely agreed with each statement. Governors reviewed the questions and remarks. The Head advised that generally speaking the children were enjoying the google classrooms. Children in year 2 and 3 said they needed more support in accessing it. All children really liked the opportunity to see and be with their teachers. Children felt they were safe in school.</p> <p><b>Question:</b> What’s been your assessment of google classrooms from a learning perspective? The platform is liked by staff, pupils and parents. It has capacity for interaction. Children’s progress varies depending on engagement and level of support. As a platform the google classroom functioned really well.</p> <p><b>Question:</b> Have there been any issues with the children, such as the free school meal children getting on line and accessing the work? There have been some issues across the board not just FSM children. From monitoring we know who is not engaging and have made contact to provide necessary support e.g. guidance to access google classroom and we have dropped off printed packs to children who do not have devices to access remote learning.</p> <p>When the children have been coming into school we have been reminding them of the 2 metre distance rule and wellbeing has been fine.</p> <p>We were very mindful of the changes and potential impact on pupils when returning to school and made videos so that they could ‘see’ these which has proved beneficial as Reception and Year 1 are really settled and we are in the process of assessing their reading.</p>	



	<p>We were mindful of staff too and provided training and visits prior to returning. All staff have had the opportunity to return to work.</p> <p>All new Reception children will come in on Monday to meet their teachers.</p>	
<p><b>5.</b> 5.1  5.2  5.3</p>	<p><b>Staffing Update</b></p> <p>The Head reported there are two teachers leaving and have recruited a new Early Years Leader and an NQT who has just completed her Teacher training with us.</p> <p>Two apprentices were due to finish and have been employed as TAs for one term which the school will review in October.</p> <p>With staff absence the school has undertaken personal risk assessments. All staff who are able to return will do so before the end of this term.</p> <p><b>Question:</b> How is staff wellbeing? Initially there were concerns around PPE and safe distances among other things. It's been a slow process but it has been successful. Staff are careful but more relaxed once back in school.</p> <p><b>Question:</b> Is morale good? Overall it's positive.</p>	
<p><b>6</b> 6.1  6.2  6.3  6.4  6.5</p>	<p><b>Safeguarding Update</b></p> <p>The school has had an increase in the number of concerns raised. Linda (Inclusion Leader) has trained to be the fourth DSL. The DSL's meet fortnightly.</p> <p><b>Question:</b> What are the plans to get the children back into school in September who haven't come in and haven't been engaging with remote working? There are some families who we will have to be proactive in our responses to them. This probably affects around 10 children.</p> <p>The Chair provided her Safeguarding update at the meeting. The main points were:</p> <p>An email had been sent around to explain what the single central record is and the role of governors. She explained how the school office keep a record of all the safeguarding checks that need to be taken.</p> <p>It was suggested that another governor could accompany CB on the next SCR check, so that experience in this area is shared. SB volunteered to join CB in reviewing the SCR at the beginning of next term.</p> <p><u>Safeguarding and Child Protection Policy.</u> The policy had been updated to reflect changes to home learning and partial reopening phase. There is an addendum to the main policy in line with the guidance. The policy will need to be updated again from September to reflect changes to the KCSIE.</p>	<b>SB</b>



<p>6.6</p> <p>6.7</p>	<p>The Chair will work with the Head and bring the policy to governors at the FGB.</p> <p>Other areas covered in the report are exclusions (there were none), attendance &amp; pupil premium</p>	
<p><b>7</b></p> <p>7.1</p> <p>7.2</p> <p>7.3</p> <p>7.4</p> <p>7.5</p> <p>7.6</p> <p>7.7</p> <p>7.8</p> <p>7.9</p>	<p><b>SEND Update</b></p> <p>The Chair met with the inclusion lead remotely. In summary, the priority during the partial closure period has been on maintaining contact with parents and carers in order to ensure children are accessing learning and making progress towards their outcomes, and to monitor children and parents' wellbeing so that signposting/ referrals can be made to other services if needed.</p> <p>All children with an EHCP were able to access a school place, only 1 took this up. Children not at school were kept in touch with by phone.</p> <p>Teachers of children at SEN Support have been monitoring their access to google classrooms – and adapting materials/providing additional guidance as needed. Where there have been concerns about children's access or progress, teachers have sought advice from the Inclusion leader and provided further differentiation/support.</p> <p>Children's mental health needs are being monitored and any concerns are being raised with the safeguarding leads.</p> <p>When children return in September the school recognises there is a need for additional support to meet our children's mental health and support needs. An art therapist will train staff on whole class wellbeing. The provision for supporting wellbeing will develop over time when we assess the needs of the children on their return in September.</p> <p>Annual reviews have been conducted via Zoom for children with EHCP plans. It was felt that this worked very well</p> <p>Secondary transition – Year 6 teachers have had phone calls with the receiving schools and there have been some virtual transition workshops</p> <p>The inclusion leader has had training with the speech and language therapist.</p> <p>There is a child coming into nursery in September with an EHCP. The Plan has no additional funding – this can happen where the home LA feels the needs can be met from the resources available for all children with SEND in the school – the inclusion leader is in discussion with the LA about this, and will request an early Annual Review if the child needs more support in the Nursery setting to meet the outcomes in their EHC Plan than is available from the school's devolved SEND budget.</p>	
<p><b>8</b></p>	<p><b>September Re-opening Plans</b></p>	



8.1	<p>The Head referred to the plans sent to governors ahead of the meeting. The school had been tasked with getting all children back in with no extra funding or resources and to also create a plan if they were to go into a further lockdown. The contingency plan is different to the lockdown because it stipulates you have to be able to continue teaching straight away.</p>	
8.2	<p>Essentially the plan is based on the success of what is in place so far. For the first half term we will not be having specialist subject teaching in the afternoons in KS2 to reduce the movement of children staff around the school.</p>	
8.3	<p>The biggest change to the plan is the proposal to close on a Friday afternoon. Apart from 1 school all schools in the NLC are making a proposal to close on a Friday for a deep clean and for all staff to have their PPA time. The school will set work via Google Classroom for Friday afternoons, which will serve to maintain the virtual school offer in the event of a second partial closure/lockdown. Any parents who were not able to access Google Classroom during the first partial closure will be given additional training and resources as needed to maximize their ability to access going forwards. This will be in place for the autumn term and then will be reviewed. This arrangement will not apply to nursery and reception children.</p> <p><b>Question:</b> Are you expecting any reaction from parents on this? The letter will specify the reasons- develop children's independence, maintain skills developed so that a seamless transition will occur should the need arise, deep clean, ringfenced PPA- teams having the opportunity to plan together, staff and pupil wellbeing. The majority of parents will be supportive as they appreciate our efforts under the current circumstances The committee were supportive of the plan.</p> <p><b>Question:</b> Have you considered children who don't have access to devices in these plans? We will do a survey to see who has the IT resources and who might need support or a loan in getting one.</p>	
9 9.1	<p><b>Headteachers' Verbal Report</b></p> <p>There was nothing further to add other than Teachers have completed their pupil's reports which include their attainment as of March 2020 and will be sent to parents as a PDF.</p>	



<b>10</b>	<b>Chair's Verbal Report</b>	
10.1	The Chair wanted to record her thanks to the Head and all staff who have got up and running really quickly and kept children connected to the school through online learning and google classrooms. She also thanked the Head and SLT for carrying out the risk assessment and also the staff and children involved in making the welcome back videos.	
10.4	Governors commented that the Head had gone above and beyond for the children with the videos and other touches that have really made the difference.	
10.5	The Chair thanked the clergy for their support in providing videos for collective worship.	
<b>11.</b>	<b>Any Other Business</b>	
11.1	There was no further business and no Part 2 confidential items.	
<b>12.</b>	<b>Date of Next Meeting</b>	
	Tbc	

**There being no further Part 1 business this part of the meeting closed at 18.46 hours**

Signed

Chair.....Date.....

List of agreed Actions

Item No.	Agreed Action	By whom
3.3	13.1 - Thank you letters for children to be written and sent to Year 6 children.	CB



3.4	14.2 – <i>Medical Policy, parent group to be organised to review the policy.</i> This has been paused for now. The school will redraft the policy in line with changes due to Covid and aim to organise parents in the Spring Term.	<b>HT</b>
6.6	SB to join CB in reviewing the SCR at the beginning of next term.	<b>SB</b>