

# FOURLANESEND COMMUNITY PRIMARY SCHOOL

## Minutes of a meeting of the Board of Governors of Furlanesend C.P. School held by video conference on Wednesday, July 8<sup>th</sup> 2020 at 10am

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PRESENT: Mrs Vanessa Burton, Mrs Fran Ferguson, Mrs Helen Marks-Williams (Chair), Mrs Rebecca Norton (Headteacher), Mrs Vicki Richards, Mrs Sue Robinson.

APOLOGIES:

IN ATTENDANCE: Miss Caroline Stone (Clerk).

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1. **Apologies for absence:** There were no apologies for absence. The candidate for LA Governor has decided to withdraw her application.
2. **Declaration of pecuniary Interests:** There were no new declarations of pecuniary interests.
3. **Confidentiality:**
  - a. Governors were reminded of the duty of confidentiality.
4. **Minutes of the full Board meetings of February 13<sup>th</sup>, April 23<sup>rd</sup> and May 15<sup>th</sup> 2020:**
  - a. Governors accepted the minutes of the meetings on February 13th, April 23rd and May 15th 2020 as true and accurate records of the meetings. The Clerk will send the minutes to the Chair to be signed on behalf of the Board.
5. **Matters arising from the minutes:**
  - a. All matters arising are elsewhere on the agenda.
6. **Teaching and Learning:**
  - a. On-line provision and in-school provision: all children have now been invited in with keyworkers' children and vulnerable children given priority. On the revised risk assessment there can be a maximum of 12FS/KS1 children and ?? KS2 children. The main problem is cleaning toilets. KS2 children have been taught to clean after they have used it. KS1 children are going more frequently and it is difficult to get anything done with the need to clean after their use. **A Governor challenged whether it would be possible to employ a cleaner?** The Head replied that she needed to look at what would be done in September. Perhaps the toilets would be cleaned at specific times like the hospitality industry does. The cleaner is also a lunchtime assistant so could do an extra clean at lunchtimes. The risk assessment for September is still being looked at; guidance keeps changing. The urinals are a problem. There are 32 boys in KS2 and the urinals can't be used leaving just one lavatory for them to use. A query about this has been sent to the LA. The disabled loo could be used for older children but that would reduce the staff lavatories. A Governor asked whether porta loos might be an option? Kieren Davies is continuing to handle the on-line provision on Google class for home learning. The same work is being set in-school. The children who are back in are enjoying being back, particularly being able to socialise with others.
  - b. Catch up planning: Every child will be assessed in September, not just academically but also from a PSHE perspective. The School is well placed for catch up tutoring having just employed two excellent TAs for reading with PP children. They are already doing extra

hours and will have casual hours for catch up work. One is a teacher and one has a lot of experience including with adult education. Both interviewed extremely well. They will be employed as the equivalent of 1FTE for three days a week to help get through the assessments.

- c. Curriculum for September: Helen Illingworth has done training on the Cornwall recovery curriculum. The PSHE curriculum is being looked at by Mrs Cunningham. Schools need to be prepared to move to a remote curriculum again. This is not so bad for Maths where White Rose is used. Videos and worksheets will continue to be available and match with what is being done in class. For English the old-fashioned measure of textbooks will be used. These will cover grammar, punctuation, etc. Two possible books have been found; the Head wants the same book used across the School. Children need to get used to using the books so they can continue with them at home if necessary. If the School has to close again the same amount of topic work will be done as would be done in-school. Some parents have struggled with home schooling and Danny Biscombe has been supporting them. There are concerns about the amount of screen time children are getting and a lack of access especially where there are several siblings. Some books may be needed for Maths. The approach is a complete step back in time since for years the focus has been on collaborative, active learning not text books.

#### **7. SDP 2020/21:**

- a. It is difficult to plan for next year when the full impact on children of the current situation is not known, nor the outlook for next year. Short term priorities will be set. Reading will remain the key priority.
- b. The first short term target will be to assess the children and then the next step can be put in place. Staff meetings will happen every two weeks and look at the SDP. Issues will be tackled as they arise. There are positives to be taken from the situation; now we need to know how to build on them.

#### **8. Staffing issues:**

- a. Staffing structure 2020/21: Richard Wilde and Kieran Davies have both resigned. Twenty three applications have been received for the advertised vacancy. Seven were short-listed but one pulled out having been offered a post in the meantime. Candidates have been invited to teach a bubble; those unable to come in have pre-recorded a lesson. All but one candidate is an NQT. One is on M2. If an NQT is hired Natalie Perry will cover NQT time. Paying her for this will still make this a cheaper option. TAs have been swapped around. Mrs Welsh will support a child with a statement in the Y3/4 class. She knows the children well. This class will have the new teacher.
- b. Recruitment: covered above.
- c. Staff wellbeing: Staff will be encouraged to be in school as little as possible and work from home if they can. Staff meetings will be reduced to once every two weeks. The head is looking at how to work break times with bubbles.

#### **9. Term dates:**

- a. The last day of term was meant to be July 20<sup>th</sup>. For reasons of staff wellbeing and cleaning Friday July 17<sup>th</sup> will be the last day. No keyworkers' children are due in on the Monday. All vulnerable children are on a lower level of support and generally are looking good. There are no particular concerns. Staff have worked not just through recent holidays but are working weekends at the moment and answering queries in the evening too. Governors agreed the change to the last day.
- b. The School will restart on September 7<sup>th</sup>. The day will be split for transition to new classes and those in new rooms with old teachers. In the morning those shifting class will come

in. At 10.30 the new Foundation Stage will come in without parents. They will all leave at 12.45. At 1pm the rest of the school will come in. A letter will go to parents with reports explaining the arrangements. **A Governor challenged whether there was any capacity to accommodate anyone for whom this is an issue?** The School is giving as much notice as possible. There will be staggered opening times; consideration needs to be given not just to class but to siblings. There is a bottleneck in the playground. Even with only 27 children in now it feels busy. Staff will need to be firm with parents. Half hour tasks will be planned that the children can tackle separately to cover the staggered arrivals and departures. The lunchtime will be shortened from one hour. The playground will be split at lunch and parents will also be split for collection. They must not hang around chatting. The Head will probably need to police this.

#### **10. Finance:**

- a. Budget 2020/21: The work on the kitchen is now to be delayed. Previous to this coming through under the backlog maintenance scheme a building was planned with expenditure covered by reserves. The Head is now concerned about the implications of the delay in the backlog maintenance for the reserves strategy. Governors reiterated their commitment to using the reserves for the planned building and to cover the School's proportion of the bill for the work on the kitchen. A Governor challenged whether since the surveyor's report on the kitchen had been so damning the work could be delayed. A delay has Health and Safety implications. Governors approved the budget presented by the Head.
- b. SLAs: the cost of the supply SLA has gone because it has not been used over the past year. Most SLAs remain the same as previously. The School is using its own Ed. Physc. And this has been reviewed to ensure best value for money.

#### **11. Safeguarding and vulnerable groups:**

- a. There are no pupils under child protection rating although some are rated in need. There are no particular concerns. Any issues are recorded on MyConcern and support is being offered mostly through Danny Biscombe. A Governor asked how many hours a week he is doing? The same day a week although a bit extra is being done for a family who have moving from the highest rating to being rated in need.
- b. Keeping Children Safe in Education is changing again; the Head is receiving training.
- c. One child had managed to improve their behaviour having received support but there are concerns about the impact of the lockdown on this child. In the past it has been necessary to use Team Teach. The child will come in initially for the morning only with Danny Biscombe to familiarise themselves with the new set up. The LA is aware of the School's concerns and the possible risk caused by this child. Discussions have been had with the mother. If there are problems it could result in a managed move or an exclusion.

#### **12. Premises:**

- a. All compliancy checks are up to date. Covid 19 checks and checks required by the insurance policy have been done

#### **19. Dates of next meetings:**

Wednesday, September 23<sup>rd</sup> 2020 FGB meeting at 1.30pm

#### **20. AOB:**

- a. The clerk reminded Governors that there would be an election for Chair at the next meeting.

b. The Chair thanked the Head and staff for all they have done and hoped that they will be able to take time off over the summer and relax.

**There being no other business the meeting closed at 11.17 pm.**

Chair.....

Date.....

**ACTIONS**

Action

Date

Responsible Person