
SIDEGATE PRIMARY SCHOOL

NOTES FROM GOVERNING BODY GOOGLE MEET BRIEFING

Date:	14th July 2020 - 7pm
Attendees:	Wendy James - Headteacher Tim O'Keefe - Chair of Governors Karen Wesley - Trust Governor Jack Rich - Trust Governor Heather Valentine - Staff Representative Matthew Ferrier - Staff Representative Toni Morris - Clerk to the Governors

WJ welcomed Governors to the 'Google Meet'. She explained how herself and MF have spent the last week negotiating the Government guidelines, in between erecting marquees. Over the week they have been reviewing the guidelines and trying to think about a response to these.

Guidance Documents

The [COVID-19 staff Handbook for September](#) was shared with Governors ahead of the meeting and we are currently working on an FAQ sheet for parents, which provides links back to this handbook. Parents are welcome to read the full handbook to ensure there is transparency. WJ invited feedback from Governors and explained this is very much a working document.

We are expecting more guidance and are awaiting further information from the Department for Digital, Culture, Media & Sport (DCMS) although not relevant to the DfE guidance. We joined in a webinar for The Voices Foundation (singing organisation) but research is still being done on singing, wind/brass instruments etc so at this stage we don't know anything further. We are expecting the Government to say it is OK for schools to reopen in September and further guidance is maybe due on 11th August. Updated guidance was issued yesterday for opening indoor swimming pools so we updated our guidance today to include this.

WJ asked Governors for their thoughts/comments.

JR and TOK felt that the document was very thorough, because if you read the DfE handbook, the school handbook links very well and covers everything.

TOK how are staff feeling? How do you feel about the space (marquees), set for colder weather etc.?

WJ confirmed that staff were issued with the handbook today, inviting feedback and comments. We will not be a COVID secure workplace from September as there will be a member of staff of 30 children in one room. Staff will remain socially distanced but need to monitor children.

JR - what about staff returning who haven't been in, How are they feeling?

WJ confirmed that the vast majority of staff have been in. Clinically vulnerable staff have been instructed to come into school on Friday/Monday/Tuesday. They can socially

distance due to low numbers of children in on Friday and Monday and Tuesday there will be no children in school. People are feeling more confident generally about being out in the community and back at work. Most of our clinically vulnerable staff are desperate to come back to work. Staff need to read the handbook. Staff feel comfortable at present as there are only 10 children in classes but it will be different in September with 30 children in classes.

JR - If a second wave comes - can the school seamlessly switch back to Seesaw?

WJ confirmed yes and the Government guidance demands this. If we have to close the school and staff are unless, we have to consider who will oversee the administration of Seesaw.

Oak Academy came out too late for us but we have teachers looking at mapping our curriculum against this, if it is good for what we need. We will continue to have Seesaw. We won't ask for chromebooks to be returned from vulnerable children so access is there straight away. If a class was closed down, provided the teacher was not unless, they will continue to add work to Seesaw. We have ordered new laptops as most of the old ones did not have mics/cameras (video conferencing etc. not live teaching). Staff are much more confident with this way of working.

TOK - what about returning to school, with parents not having a choice? Will there be more guidance?

WJ will send an email to parents to go with the FAQs and share the document entitled [200715 Parentmail re September Opening](#). WJ drew attention to the paragraph below.

I must stress that ALL children are expected to return to school in September. The only exceptions to this are if:

- a child has a written report from a medical professional that recommends that they should continue to shield;
- your child is unwell (including symptoms of or a positive test for COVID-19);
- your household has been instructed to self-isolate;
- you are quarantining after a trip abroad.

TOK - are you contemplating children being asked to wear masks.

WJ confirmed we will not ask children to wear masks. The guidance is clear that children u.11 shouldn't wear masks in school, nor staff, unless wearing PPE for administering first aid/COVID etc. Staff can wear a face shield if they so wish, although this is not in the guidance, but we are happy for them to do so. Homemade face coverings are available for staff but no one is wearing one as yet. We also need to be aware of the common cough/cold during the winter months, and to invite staff to wear a face shield should they have a negative COVID test but are snotty/coughing..

MM - how do you manage if a parent is anxious and wants their child to wear a mask but acknowledged the guidance as very clear about this.

WJ does not have an objection but each request must be considered on a case by case basis. Guidance is more about children not wearing these appropriately. If children wish to wear one, they need to be educated how to wear it properly and remind them, as well as staff. Masks are not comfortable and people may have to purchase a comfortable one though. The guidance is clear, we don't have to but it may change.

TOK - what about parents going abroad/self isolating when they return? Should they notify the school and will they be set work?

WJ confirmed we will need to do an addendum to the attendance policy to encompass this.

- Change of times of school day (staggered arrival between 8.30am - 9am)
- Guidance around late marks
- Guidance for self isolating following return from holiday. The guidance does ask us to provide those children with home learning for those not in school. We may have to use Oak Academy/BBC Bitesize as the teacher will not have the capacity to set work for individual children. However, if the work is needed for larger groups (whole year groups isolating/national/local lockdowns) then we may have to consider more bespoke home learning, depending on the circumstances.

TOK - Are we allowed to tell parents to notify the school if they have been abroad?

WJ confirmed that this could be included in the Parentmail stating that it would be a good idea to notify the school if they are travelling abroad.

TOK - What about the early entry to school?

WJ confirmed that children will be allowed to arrive between 8.30am and 9am. Registers will close at 9.05am with an unauthorised late mark recorded if children arrive after 9.05am.

TOK - Will this disturb teaching?

WJ explained it does a little bit but most TA's are contracted from 8.30am and teachers can be getting resources ready and the TA in the classroom. We are suggesting that 'early work' can be provided for children, activities, work, reading etc with a learning focus. We are envisaging children will be registered as they come through the door and at 9am the day will start. Those children who arrive early will have the opportunity to do a holding activity with a learning focus.

TOK - Will it be clear to families the expectations (lining up etc.)?

WJ, yes in the [FAQ's](#). This has been shared with the Middle Leadership Team and it has been shared with Cabin Crew too. Tried to break down into what parents are interested in. The guidance is very clear and parents have the option to drop off earlier. Older children are very good at lining up and are coming into school without parents. Staff will be on the playground and there will be an expectation that they will line up sensibly.

TOK acknowledged the section about PE kits, arriving wearing this which is good.

WJ has since added a zip up fleece/hoody etc to the uniform site as windows will be open in school. This will reduce crowding in changing rooms.

TOK - What about feedback from teachers with everything coming through Seesaw?

WJ declared that the Seesaw stats are amazing. With almost 50,000 pieces of pupil work added since April and teachers having feedback on 30,000 pieces. The amount of work which has been done by both parents and children has been phenomenal. Not just Seesaw but lots of work emailed too. Virtual display boards have been uploaded to the website with examples of work which has been completed. The amazing learning has set children up for all sorts of things, gardening, cooking, outdoor learning/exploring their locality. This is worth celebrating as much as the 50,000 pieces of work uploaded to Seesaw. We need to look at the positives and build on these moving forward. This is not a lost generation and we can bring them back. The most disadvantaged will have been

disadvantaged but most have done really well. We need to remove the negativity that politicians have put on this and celebrate the positives.

An end of term video message has been written to be recorded and Molly (Prime Minister) has done an end of term speech for the children too..

We put out a plea to purchase another marquees. £3,700 donated which has allowed us to buy 2 marquees (the second is going up tomorrow) and we have been able to purchase folding tables., stakes, ratchet straps etc. The marquees can be used for social distancing, music etc. The other marquee can be used for outdoor activities (group work/drama etc.). We are looking at heating these too. A company who sells red diesel space heaters. £1,500 each or we can hire £400 a week. Makes sense to purchase and resell to recoup the cost at the end. We are looking at purchasing bulk kerosene - whether to have a bunded tank on site Helen is exploring insurance etc to ensure we are allowed to do this. This is not required until the end of September though. One of our parents, who provides electricity and lighting for events, has set us up with power/lighting for free. A 5ft x 10ft Y1 marquee has been ordered too, which will come out of school budget. We are speaking to the PTA for a contribution towards the cost of heaters. We can't be Sidegate if we have to deliver lessons in rows. We need to do things the 'Sidegate way' and it is safer to be outside using those spaces.

KW - Will 1:1 work still be available for children?

We will be utilising our perspex invisible soldiers from our WW1 topics with an adult on one side and a child on the other. We have also purchased a large sheet of perspex to cover the reception hatch. Perspex is difficult to order at the moment. We currently have three sheets and will to use one for the till and need to consider where we use the other two.

We are exploring alternative screening options, similar to robust cling film wrapped around a wire frame. These have been ordered but we need to see what these are like when they arrive but we may need to order more perspex for 1:1 work. WJ's husband has been incredibly helpful building and adapting resources.

MF explained that Teri Tanner is working on a postcode recovery plan for our SEND provision. Looking at how we can restore our offer to SEND pupils.

TOK - Wanted to ensure staff are comfortable coming back, that everything has been ticked off with unions etc.

WJ explained that the unions are being very quiet, lots at the beginning and we have been checking their lists. MF confirmed that the unions are saying schools need to be planning to ensure they comply with guidance published. The feeling is that the guidance documents coming out for September opening are much more consultative, consulting with a broader range of those working in the sector, face to face, who have a greater idea of the practicalities of working in a school. Another thing large in the guidance says that all school contexts are different and school leaders should be making decisions on how best they can provide for full opening in September for their sectors, which was missing from earlier guidance. Useful and liberating for schools.

TOK - Are there any pregnant staff in their third trimester?

WJ confirmed there are three teachers who do not have class responsibility, so don't need to be in the classroom. We will work with them as to whether they need to be in school and

if they do, then they will be provided with a socially distanced space. We recently interviewed for new teachers and this has resulted in us being overstaffed so we don't need to use these teachers at all. These staff members are looking at home learning and our Middle Leaders have been outstanding, preparing high quality summer home learning resources, transition etc on the website and this has taken a load off of other staff.

TOK - Is there anything planned at the end of term for Y6/staff etc.?

WJ spoke about the plans for a Y6 leavers' festival for Monday, with very strict protocols for parents. Children will be here for the afternoon for a BBQ. The children have put together a play/poem/reading etc. in their bubbles to present to parents. Parents have been informed of the protocols in place and the forecast is good for the event to be held on the field.

On Tuesday staff will meet on the field, socially distanced in groups of 6 and will bring their own chairs. A local butcher will be cooking pork rolls on site and staff will collect food adhering to 2m distancing. Once they have eaten, staff can move from one group to another but still observe socially distancing rules. Staff will bring their own drinks, sides, snacks etc.

Parents have been very generous and many end of term gifts have been given to the whole school. A raffle will take place (random number generator) at the end of term gathering for all staff present..

WJ/TOK had a lengthy discussion about cakes for staff and the best way they can eat cake whilst adhering to social distancing rules. It was suggested that cakes could be made available as individual portions at individual refreshment stations. TOK will explore.

Governors present were asked if they were in agreement for an addendum to be attached to the Attendance Policy to outline changes for September wider opening, to be published on the website. All Governors present were in agreement.

TOK - Have there been any more incidents with intruders on the school premises?

WJ confirmed she had undertaken a stakeout following a tip off from a local resident. CCTV showed the police escorting several men from the premises at around 4.30am. During her stakeout later that morning, WJ observed the said males getting into a minibus with their suitcase and it is believed they have now left the country, after having breakfast in one of our marquees. They left behind a 20p donation and a number of bread crusts! MF will follow up the repairs to the broken fence following an earlier intrusion on the field from youths..

WJ advised Governors of the events planned for the last few days of term.

- Transition for EYFS children and parents.
- Reports have been sent out and parents evening will take place by phone this evening.
- Meet the teacher videos have been published on the school website for Y1-Y5.
- Interviewing for TA's this week for September start.

Events planned over the summer holidays.

- Swimming pool windows are to be done.
- Flooring in the gym is being done.
- Roof almost finished,

- LED lighting, cheaper over the summer holidays.

WJ will share FAQs with Governors, to look at from a parent perspective.

Meeting closed 5:30pm