

Broughton Primary Academy Out of School Club (OOSC) Meeting

Wednesday 21st October 2020

Present: Gilda Wells, Pat Ford, Sarah Lomax, Lindsay Wynne, Ann Jefferson, Kate Wilson

Apologies: Anna Bewsher

Matters Arising:

Early Years Alliance (Out of School Alliance) *Sarah to check that OOSC has been reinstated.* Planned visit to Brigham has been postponed due to Covid restrictions.

Finance:

Pat agreed OOSC accounts and was seconded by Sarah.

The current balance to the end of September 2020 is £3112.58.

Gilda to check OOSC assets with Sue Bryden.

Attendance:

Very patchy at the moment and staff are usually finishing at 4.30 pm. There is occasional need for 5.30 pm for one family. Alex and Sarah are willing to stay until 5.30 pm if necessary. Very rarely is there anyone in OOSC on Fridays.

OOSC has been cancelled due to a positive Covid case within school. It was agreed that staff would be paid as normal for the week in question, but consideration needs to be given to this issue if Covid continues to affect the opening of OOSC.

Gilda to investigate payments to staff if they have to self-isolate.

Early Years Qualifications:

The qualification is 20 months, but staff have been advised that it could be completed within 12 months.

Sarah to investigate whether video evidence can be used possibly using Zoom.

IPAL Payment system:

The system is up and running but has not yet been used properly. It was agreed to let the system run for 6 months and establish what the costs are.

Equipment:

Nothing needed at the present time.

AOB:

Lindsay is keeping OOSC up to date on statutory requirements.

The SEF needs to be updated as there is a large requirement on 'Welfare' to be added. Pat to discuss with Lindsay, Sarah, Amanda and Alex.

Sarah to finalise a date with OOSC staff.

Ann Jefferson is investigating funding to help pay OOSC staff if closed due to Covid. Also funding for parents who need to use OOSC but can't afford it.

Next meeting: Wednesday 18th November 2020 at 4.30 pm in school hall.

The minutes will then feed into the next Full Directors Meeting