

**BUCKTON VALE PRIMARY SCHOOL**

**MINUTES OF THE COVID-19 OVERSIGHT COMMTTEE**

**HELD VIRTUALLY ON 8 DECEMBER 2020**

**PRESENT: Mrs Sarah Blake Staff**

**Mrs Jackie Brook Co-opted**

**Mr Matt Hartley Parent - Chair**

**Ms Jenny Ross Parent**

**Mr Nick Whitbread Parent**

**Mr Wayne Williams Co-opted**

**Mrs Deborah Brown Head Teacher**

**IN ATTENDANCE: Mrs Rachel Lees Clerk to the Governing Board**

Due to the coronavirus (Covid-19) pandemic the meeting had been arranged virtually via Zoom Pro.

**1 Welcome**

The Chair welcomed governors to the meeting. Mrs Sharif and Mr Leech had sent their apologies.

**2 Minutes of the Covid-19 Oversight Panel meeting – 17 November 2020**

RESOLVED: To approve the minutes of the meeting held on 17 November 2020

**3 Head Teacher’s Update on current situation**

3.1 Attendance

The headteacher was pleased that no bubbles had been closed and she hoped that no-one would be sent home before Christmas. A few children were isolating but attendance was still very strong at 97.8%

3.2 Staffing

The cleaning team had been under a lot of pressure and it had been a real challenge keeping the momentum of cleaning going. Mr Marsden and Mrs Darraugh were working 12-13 hour shifts which could not be sustained so the Headteacher had recently recruited two new cleaners on a temporary basis who were being trained up. This would allow Mr Marsden and Mrs Darraugh to go home at 3 pm.

3.3 Fire drill

The Headteacher was very impressed with the lunchtime fire drill practice, which took place at the beginning of December. Staff were surprised by how well it went, with everyone out of the building in just over two minutes and outside on the field in rows in just over four minutes. Weekly fire drills had taken place since children returned in September and Mrs Blake had gone through the systems and procedures with lunchtime staff to get their feedback.

3.4 Christmas events

The usual nativity and other Christmas events could not take place so Mrs Woodhouse, Y2 teacher, would take photographs of children in their nativity costumes on 9 December. There would be a concert for all classes who had been learning Christmas songs which would be audio recorded and sent to parents.

The Christmas fair could not take place but staff wanted to do something the children would remember. Santa and two reindeer had come to school on 7 December and all classes went out to meet the two reindeer and Santa. They asked questions about the reindeer and then met Santa whilst remaining socially distanced and having photos taken. Lots of staff worked very hard to get a winter wonderland set up in the forest school area. It was a magical event for the children and Santa used his magic to drop presents off so every child left the building with a gift from Santa.

School had invested in lights for outside and received donations of decorations from Tesco. A video had been sent to parents via class dojo. Class dojos had worked very well with staff receiving a lot of views and comments. Very few parents had not engaged with dojo, with approximately 99% logged on.

Children would go out for a session this week with Mrs Thompson and Mrs Harrison to have s’mores around the fire and a Christmas story under the tarpaulin. After what had been a very challenging year for both staff and children, the Christmas events had lifted the spirits. Christmas parties had taken place within class bubbles although the Y6 party, which had been affected by heavy snowfall, would be reorganised.

Children would have their Christmas dinner on 9 December. The cook was working very hard preparing 400 Christmas dinners because Buckton Vale’s kitchen was also a production kitchen for St Joseph’s in Mossley.

**4 Review of Risk Assessment**

The office team had completed a risk assessment for the reindeer visit.

**5 Parental Queries**

There had been no parental queries. A governor asked how parents’ evening had gone and Mrs Blake responded that it was hard work although most parents were engaged. Some parents wanted to talk longer than usual which was a little stressful for some teachers but they recognised that there was a need to talk. Targets would be sent home. New planners had proved useful but how spelling was implemented had been delayed as spelling would be personalised within planners.

In response to a governor’s question, the Headteacher acknowledged that data would be a challenge for some time. ARE (age related expectations) gave parents a false picture of what was going on in education. Parents of children with SEND generally felt that their child should have an EHCP or should be reaching ARE. If a child did not reach ARE in one year, it did not meant that they would not catch up. She understood parents’ perspective because it was difficult for parents to understand what was happening in education as there were so many changes. Mrs Blake commented that lots of parents were interested in their child’s wellbeing and how they had settled back into school. They were grateful that dojo was opening up as a channel of communication. Staff had done a lot of work on re-establishing routines and work linked to PHSE and journals purchased by the PTA had been introduced to the children.

**6 National and Local Guidance**

There were no updates.

**7 To agree the date of the next Covid-19 Oversight Panel meeting**

RESOLVED: Tuesday 12 January 2021 at 4:00 pm

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| *Meeting details* |  |
| *Time started* | *1615* |
| *Time finished* | *1640* |

**ACTIONS ARISING FOLLOWING THE COVID-19 OVERSIGHT PANEL MEETING HELD VIRTUALLY ON 8 DECEMBER 2020**

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| --- | --- | --- | --- |
| **Min** | **Resp** | **Action** | **Audience** |
| 7 | D Brown | Send Zoom Pro link for next meeting | 12/1/2020 at 4 00 pm |