

**BUCKTON VALE PRIMARY SCHOOL**

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

**HELD VIRTUALLY ON 3 NOVEMBER 2020**

**PRESENT: Mrs Sarah Blake Staff**

**Mrs Jackie Brook Co-opted**

**Mr Matt Hartley Parent - Chair**

**Ms Jenny Ross Parent**

**Ms Taf Sharif Authority**

**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 Microsoft Teams. The Head Teacher showed governors the teddy bear and set of cards used in grief recovery training. Each class would have a bear and set of cards and these would be used for learning in their PHSE sessions to help generate talking time and conversation during what had been a very challenging time for the children.

**1 Welcome**

The Vice Chair welcomed governors to the meeting. Mr Whitbread had sent his apologies.

**2 Minutes of the Covid-19 Oversight Panel meeting – 13 October 2020**

RESOLVED: To approve the minutes of the meeting held on 13 October 2020

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

3.1 Attendance

Attendance for the week beginning 12 October was 97.8% and for the week beginning 19 October it was 95.6% as some bubbles had closed. A governor asked about the absence code when bubbles were sent home and Mrs Brooks responded that they were coded as an authorised absence was the child was still learning at home. The governor raised some questions regarding Code B which related to flexible schooling rather than the pandemic and the Head Teacher commented that a parent had requested home learning but explained there was not government guidance to allow this at the moment and a governor reiterated that this was not presently allowed in accordance with the guidance. The parent had wanted school to provide work for home learning but the Headteacher explained how challenging this was for staff when they were already working full time to support those children in school. It was a very challenging time for individual children who were self-isolating when the teacher had to provide work for them as well as teach in class. Staff had discussed pre-recording some sessions but it would not be that weeks’ learning and therefore would not move the children on. Mrs Blake confirmed that there were a lot of things teachers did in the classroom which parents could not be expected to provide, including resources. She provided an example of recent map work.

The Head Teacher referred to the recent bubble closures following two positive Covid-19 tests. She was very grateful to Public Health England for their excellent support and commented that they were very approachable, empathetic and understanding of the situation which was not straightforward. She was very impressive with PHE and how they had followed up a day or two later.

The first positive test resulted in closure of two class bubbles as well as the office staff. Charles Brand, who had worked at Buckton Vale and had been a governor in the past, had expressed concern about Regulation 10 of the Workplace (Health, Safety and Welfare) Regulations 1992 in relation to room dimensions and space requirements. The Head Teacher had asked the School Business Managers (SBMs) to get a quote for work to open the office up, potentially using capital funding but this work would take time to arrange and plan. In attempt to improve the office situation, when Mrs Roberts and Mrs Cox were both in, one person would work from the office or the Head Teacher would work from home. Whilst staff were on the premises, the office doors were open to improve ventilation. Staff had been informed that no-one was allowed in the office at all so there would be no further direct contact situations.

The second positive test resulted in another bubble closure which affected 61 children. In response to a governor’s question, the Head Teacher confirmed that closures had been in effect for three days prior to the half term break. She was concerned about the lack of space for staff and noted that one to one assessments could not take place face to face. There would be an issue with ReadWrite Inc (RWI) work and assessments would be changed and the Head Teacher would consult with our RWI lead and Ruth Miskin, who was very knowledgeable, to come up with alternatives.

3.2 Staffing

There had been some changes to lunchtimes as staff were constantly trying to improve lunchtime provision. Two new lunchtime organisers had been employed and they had proved a welcome and positive addition to the team. Lines of communication were open via email so staff had a voice.

The cleaning rota had been changed as children had their dinners in the classrooms. School was cleaned at the beginning of the school day, playtimes, lunchtimes and the end of the school day with two cleaners working from 7:00 am to 5:30 pm. The Head Teacher was looking at increasing the hours for the three remaining cleaners to reduce the hours for the two cleaners as she did not want them to burn out. They had been doing an excellent job and staff were very grateful for their work.

3.3 Curriculum

The Head Teacher did not know whether educational swimming would continue and was waiting for confirmation from Tameside. She had sent a letter to Y5 parents to explain they would be splitting bubbles so that Y5 would swim from now until February half term and Y5/6 would swim from February half term until July so their swimming entitlement would be met. Bikeability would continue and had been booked for Y6.

The Head Teacher was pleased to have worked out a way to hold virtual assemblies, with the first on 3 November focused on the Covid-19 pandemic and how children should conduct themselves across the school. She had prepared a list of assemblies following requests from the children and the Head Teacher was pleased that assemblies were a way to keep connected. She also wanted to connect to parents and proposed to deliver live webinars weekly at 7:00 pm to allow as many parents as possible to attend. She planned for Norry Ashcroft to hold the first webinar about bullying as he had been booked to come into school before the half term. She would also ask Julie Hurst to talk about the PERMA (positive emotion, engagement, relationships, meaning, achievement) offer and positive psychology and referred to Mrs Blake’s class display. Mrs Blake explained she had based her teaching on a recent INSET. She had focused the children on breathing techniques and exercises. The children had created their own “mind jars” for the display, which had gone viral, and had talked about creating new pathways in the brain and how practising something made it stronger. The children had enjoyed it and understood how important it was to share their frustrations with staff. The Head Teacher reiterated that it was important to give children the opportunity to emotionally regulate themselves. Mrs Bake then referred to an interesting conversation in class regarding the word “positive” in relation to a Covid-19 test. The children viewed “positive” as good and this resulted in an open discussion where children could express their understanding of things COVID-related. The Head Teacher wanted to find a way to share the what was taking place in school with parents.

A governor commented that she was worried about the psychological health of the children particularly as they were aware that Greater Manchester was in a higher risk area, with a UK-wide lockdown on 4 November. The Head Teacher said that children were surprisingly resilient in school and were open in their conversations with staff.

Louise Moczulski was working on SEND and had provided school with some minor changes to behaviour which had a major impact. The Dojo shop had evolved following suggestions from the school council and staff and children were enjoying visiting the dojo shop. Prizes had been provided by the Friends of Buckton Vale and the school council had decided how dojo points were allocated to prizes and badges.

**4 Review of Risk Assessment**

Version 8 had been emailed to governors on 23 October 2020. See minute 3 above. The Head Teacher referred to bubble closures and acknowledged that lessons had been learned resulting in changes to the Risk Assessment. There would be some more changes following this meeting especially in light of questions from a governor regarding the lobby being used as a space for children with possible Covid. She mentioned the lack of ventilation within the area, which was used as a thoroughfare, and provided a link with scenarios, including a classroom, showing how critical ventilation was to keeping an area as safe as possible. The Head Teacher had discussed whether to use the area in front of the office for children who were ill as it could take an hour for a parent to collect the child. Governors felt that this was a better option as windows could be opened to improve ventilation and display boards could be used to shield the child with signage provided to protect staff.

RESOLVED: To approve the risk assessment

**5 Parental Queries**

There had been no parental queries

**6 National and Local Guidance**

Following the Prime Minister’s announcement on Saturday 31 October, Tameside, as with the rest of England, would go into a national lockdown at 00.01 on Thursday 5 November.  However, schools would remain open.

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

RESOLVED: Tuesday 17 November 2020 at 4:15 pm

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| --- | --- |
| *Meeting details* |  |
| *Time started* | *1600* |
| *Time finished* | *1710* |

**ACTIONS ARISING FOLLOWING THE COVID-19 OVERSIGHT PANEL MEETING HELD VIRTUALLY ON 3 NOVEMBER 2020**

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| --- | --- | --- | --- |
| **Min** | **Resp** | **Action** | **Audience** |
| 7 | Governors | Note date of next meeting | 17/11/2020 at 4 15 pm |