

**BUCKTON VALE PRIMARY SCHOOL**

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

**HELD VIRTUALLY ON 17 MAY 2021**

PRESENT: Mrs Sarah Blake Staff (Staff representative)

Mr Arron Leech Co-opted governor (Finance link)

Ms Jenny Ross Parent (SEND link)

Ms Taf Sharif Authority

Mrs Deborah Brown Head Teacher

IN ATTENDANCE: Mrs Jackie Brook Co-opted

Mr Wayne Williams Co-opted

Mrs Rachel Lees Clerk to the Governing Board

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

**1 Welcome**

The Authority governor acted as Chair and welcomed governors to the meeting. An apology was received from John Cesarz, Co-opted governor. Mr Hartley and Mr Whitbread, Parent governors, were not at the meeting.

RESOLVED: To consent to the absence of the above governors

**2 Minutes of the Covid-19 Oversight Panel meeting – 26 April 2021**

RESOLVED: To approve the minutes of the meeting held on 26 April 2021

**3 Headteacher’s Update on current situation**

The Headteacher was hopeful that school could increase bubble sizes after the holiday to bring children into the hall in year groups. However, governors were aware there was some trepidation with the spread of the Indian variant and the high infection rate in Bolton, so the plan was postponed especially since Tim Bowman’s email to schools on 14 May indicated that Tameside numbers were rising again. The Headteacher did not want to close combined bubbles when attendance was so good. She and Mrs Blake had worked very hard to improve lunchtimes at Buckton Vale with some extremely challenging staffing situations. Mrs Blake explained that school had appointed two temporary members of lunchtime staff who had significantly helped KS1 but were still stretched with KS2. During the bad weather, children stayed in the classroom to each lunch and then went either onto the field of the playground. Mrs Blake had met very regularly with Mr Williams to review lunchtime provision.

There had been an unannounced fire drill on 13 May which went very well with school evacuated in under four minutes. The conduct of the children was ,exceptional: children had been well prepared by having regular fire drills since the autumn term. The Headteacher had celebrated their success with the children and thanked the staffing team for following protocols. Staff had been talking with children about safety and the police had visited school on 17 May to talk to Y5 and 6 about keeping safe on the streets and secondary education.

There were no significant changes to Covid arrangements. Class bubbles stayed the same although the majority of classes had gone back to groups rather than rows and even those cautious teachers (for example, Y4 who had a very high percentage of SEND) were thinking about getting back to normal after the half term break.

The Headteacher did not anticipate any further changes until September. Governors thanked staff for doing a fantastic job over the past year and supported the Headteacher’s decision to continue to work as they were. However, governors noted that the Headteacher’s work/life balance was an issue. The wellbeing of the Headteacher and staff was a concern of the Board. Following discussion, two governors agreed to write to Joanne Rendell and Jane Sowerby to express their concern and ask for guidance on the necessity for fortnightly meetings.

**4 Review of Risk Assessments**

No changes were made to the risk assessments.

RESOLVED: To approve the risk assessment and lateral flow risk assessment

**5 Parental Queries**

There were no parental queries.

A governor asked for attendance figures which averaged at 98%.

**6 National and Local Guidance**

There were no changes to local or national guidance, which required changes to the risk assessment. The Headteacher commented on the information for wearing masks which related to secondary schools. Staff would not wear masks if they were in a well-ventilated room but continued to wear masks if they were in the corridors. The Chair asked staff to remain cautious.

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

See minute 3 above. The Clerk suggested that the meeting take place prior to the Governing Board training meeting on 21 June.

RESOLVED: Monday 21 June 2021 at 4:30 via Zoom

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| --- | --- |
| *Meeting details* |  |
| *Time started* | *1720* |
| *Time finished* | *1735* |

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

**26 APRIL 2021**

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| --- | --- | --- | --- |
| **Min** | **Resp** | **Action** | **Audience** |
| 3 | J Ross  T Sharif | Email Joanne Rendell & Jane Sowerby re necessity for fortnightly COP meetings |  |
| 7 | Governors | Note date of next meeting | GB |