

MILVERTON COMMUNITY PRIMARY SCHOOL
FULL GOVERNING BOARD MEETING

Wednesday 8 July, 2020 at 7pm
(Microsoft Teams meeting)

DRAFT MINUTES		
	Present:	Absent:
Headteacher	Richard Stead (RS)	Andy Wooller (AW)
Vice Chair	Linda Burton (LB)	Adrian Landon (AL) Chair
	Andy Powell (AP)	
	Ewan Robertson (ER)	
	Lydia Laphorn (LL)	
	Emily Weiss (EW)	
	David Malcolm (DM)	
	Andy Wooller (AW)	
	Stephen Penny (SP)	
	Anna Kyle (AK)	
	Chris Mann (CM)	
Clerk	Marian Barlow (MB)	

Documents circulated in advance of the meeting:

- Agenda
- FGB Meeting minutes 20th May, 2020.
- SEND report

1.0 Apologies for absence

AW
AL

2.0 Declaration of Business Interests

None declared

3.0 Matters arising from the minutes of the FGB meeting 1 May 2020

No matters arising.

4.0 Urgent Non-Agenda Items

None

Signed as an accurate record of meeting Date:

5.0 Review of procedures and education in school since re-opening to Reception Class and Class 6 on 1 June

RS reported that the school opened to more children on 1 June to Preschool, Reception Class, Year 6 and Pre-school. It has been working well and operating smoothly. Numbers have increased and Year 6 are now in 4 days a week.

Teachers are continuing to provide extensive timetables and home learning. Teachers have made videos for the children and hosted weekly Zoom meetings.

Q: What is the situation with online learning?

A: Teachers have not produced their own lessons online, but have used the government online teaching content Oak Academy and also White Rose Maths hub. SP said he feels these have been successful.

6.0 End of Key Stage Assessment Data

Reception, Year 2 and Year 6 teacher assessments have been carried out. The statutory assessments are cancelled this year and RS has asked these teachers to input assessments on Fisher Family Trust (FFT). This is an educated estimate, because we have not seen some of the children – Year 2 – since the end of March. The teachers will have included feedback they have received from children over this period. FFT will do analysis of the assessments by the autumn.

Q: Are these assessments in line with previous years?

A: This is difficult to say. Children were making good progress until the end of March. Reception Class teachers have said they are pleased with the levels of the children that have returned. SP has supplied 3 possible estimates for Year 6. Teachers have an idea of where the children are to pass on to the next teacher.

Action 1: RS to email assessment data to governors.

SEND

Kate Lewis supplied an SEND end of year overview for Governors.

Governors had a confidential discussion about an SEN child.

Q: Have staff and children availed of the helpline and information supplied by the Educational Psychologists team? It is likely we will see an increase in mental health needs in children and young people.

A: Staff and children have had access to this and some staff have taken part in some of the training offered. RS does not know whether the helpline has been accessed or whether this provision will be increased in the autumn. The school is part of a Mental Health trailblazer project and RS expects this to continue in September.

Signed as an accurate record of meeting Date:

Q: Is there a plan to bring children in for half a day into school? A Governor shared their positive experience of this happening at their workplace and suggested for it to happen at Milverton.

A: Unfortunately, there are no plans for this due to the available space on site. RS said he recognises that this would be a valuable experience for the children, but there is no way to do this safely. We have many things in place for Year 6 to say goodbye to their time at Milverton School. It is planned that the first week back in September will be with their previous teachers (in their new classrooms) to help with the transition process.

7.0 School Development Plan

RS reported that there has been some progress, despite our attention being taken elsewhere.

Sarah Brown has continued to work on 360Safe online safety audit for the school. There will be some inset training for whole school training hopefully in September.

We have also been working with our IT company Computeam to set up online teaching platform GoogleClassroom, using the current government grant.

8.0 FP&P Update

The Chair of the FP&P Committee reported that there were not too many concerns ending the financial year in April. The budget has progressed, there has been less spending in some areas and more in others, such as cleaning.

RS said that areas that the school will lose on will be Preschool and the Out of Hours club provision due to the lack of being able to supply and charge, but we still have to pay wages. There are some savings with both of these accounts, which will help for the moment, but this cannot continue indefinitely.

The Health and Safety Governor recently sent out a report to Governors, but he has received some new information from Sue Greenway. He will update the report to reflect this. He toured the site with RS and congratulated him and the staff for doing a phenomenal job in getting the physical health and safety requirements arranged.

9.0 Plans for full re-opening in September

This has been a big challenge. Government guidance was issued last week, and staff have been working hard on it. RS said it will feel different for parents and for the children.

- Classes will be kept as separately as possible.
- There will be a staggered start and finish times, different drop off times split alphabetically.
- There will be 'bubbles' to keep children and staff separate:

Pre School

Reception Class

Signed as an accurate record of meeting Date:

Year 1 & 2
Year 3 & 4
Year 5 & 6

Lunches - YR, 1 & B 2 will eat separately in the hall and can have their universal infant free school meals. KS2 classes will eat in their classrooms and have packed lunches from home or provided by the kitchen.

In classrooms, all desks will be facing forward, apart from Reception. Children will be given their own folder with stationery.

Wraparound care – we will provide Morning Club from 8.15 and after school bubble clubs until 4.30pm in the classrooms. We will also have outside sports bubble clubs running.

The Vice Chair expressed huge thanks to RS and all the staff for their work in dealing with the constantly changing government guidance and for working so hard to make arrangements to keep the school community safe.

10.0 Clerks Matters

Governors agreed next year's meeting dates, as below:

Education Committee Mondays 6pm	FP&P Committee Wednesdays 6pm	FGB Meetings Wednesdays 7pm
		23 rd September, 2020
9 th November, 2020	11 th November, 2020	25 th November, 2020
18 th January, 2021	20 th January, 2021	3 rd February, 2021
22 nd March, 2021	24 th March, 2021	28 th April, 2021
28 th June, 2021	23 rd June, 2021	7 th July, 2021

11.0 Chairs Matters

Q: Will the staff remain the same next year?

A: Yes, we have the same staff, but there is some movement in classes, as below:

YR Mrs Smith and Mrs Lewis
Y1 Mrs Atterton and Mrs McDonagh
Y2 Mr Penny
Y3 Mrs Calnon
Y4 Mrs Nicholls
Y5 Mr Coupe
Y6 Miss Brown

RS will look to recruit another apprentice in the new academic year.

Signed as an accurate record of meeting Date:

Meeting closed: 20:08

Actions:

1/ *RS to email assessment data to Governors*