



St Peter's Church of England Aided School

Minutes Full Governing Body Meeting

Date:	2 nd June 2020	Present:	<i>Andrew Beane (AB), Steve Bright (SB), Maria Kapodistria (MK), Ali King (AK), Karen Leach (KL), Matt Melksham (MM), Trevor Mills (TVM), James Moore (JM), Rachel Oliver (RO), Jade Otty (JO), Phil Randall (PJR), Jenine Searle (JS), Joanna Webb (JW)</i>
Time:	5.00pm	Absent:	<i>Nil</i>
Venue:	<i>Virtual Meeting</i>	In Attendance:	<i>Martin Burt (MPB) – Deputy Headteacher Graham Kirk (GK) – School Business Manager Suzanne Power (SP) – Clerk to Governors</i>

Agenda Item	Discussion	Action by
1.	Welcome KL opened the meeting at 5pm.	
2.	Prayer	
3.	Absent / Apologies Nil	
4.	Minutes of Previous Meetings Approval of the minutes of the meetings dated 5 th February 2020 and 22 April 2020 will be carried forward to the meeting on 17 th June 2020.	
5.	Covid-19 MPB reported that as well as partial reopening which will be discussed at this meeting, the school is currently looking at enhancing online teaching with pre-recorded lessons and podcasts. This is currently being trialled. Some Governors questioned whether it would be possible to start online 'live' lessons. MPB confirmed that there are no plans to introduce online 'live' lessons for students. Governors agreed that safeguarding must be the first priority when considering this and it would therefore not be appropriate until	

this issue can be overcome. In addition it was noted that some families share laptops and may not therefore have access to laptops at the time of a scheduled lesson.

Governors will review the Behaviour Annex circulated via email and pass any comments back as soon as possible. **ALL**

PJR reported that he had held a very positive meeting with all union representatives and had spent time talking them through the risk assessment for reopening to Year 10. A survey of parents has indicated that there are approximately 200 Year 10 students who will be coming back week commencing 15 June.

Governors noted the positive comments from some parents regarding the current offer of online learning. Some governors would also like to see a wider sampling and engagement with parents on their views of the current offer although other governors felt that this would create an additional amount of work which may not add any value to what it is possible to offer.

PJR requested governors consider the document circulated in advance to decide which option they would prefer in terms of education offer for Year 10 students.

Health and Safety considerations:

Governors questioned how the school can be sure that Sodexo can engage with the high level of cleaning required to ensure safety of staff and students. GK has talked Sodexo facilities manager through the risk assessment and shift patterns will be changed to ensure there are enough cleaning staff onsite to maintain cleanliness of toilets, touchpoint and other areas. GK and other members of SLT will be walking the school regularly to ensure compliance. Any drop in standards will immediately be reported to Rachel Carter at Ted Wragg Trust and to MSEL.

Governors questioned whether cleaners would be allocated to individual bubbles. There will be 2 shifts of cleaners but it is not known how Sodexo will operate at this stage.

Governors questioned whether there is a daily and weekly log of cleaning issues, which would help to identify any ongoing concerns and instances where particular cleaning staff need further support to meet the expectations. GK will look to implement this.

Governors questioned whether there are enough facilities for handwashing. There will be lots of hand sanitiser stations around the school and students will also be encouraged to bring in their own hand sanitiser.

Governors questioned whether use of hand sanitiser every 20 minutes during a lesson could be considered excessive. PJR stated that the guidance was for regular hand washing or sanitising and DCC Health and Safety team would be able to give further clarity on how to interpret regular handwashing.

Governors questioned whether staff would be using masks. GK stated that the guidance was clear that staff do not need to use masks. If a member of staff requests to wear a mask, then this will be a matter for an individual conversation between PJR and the staff member. However, masks and visors would be available in the medical room, which will be relocated to a larger, well-ventilated room.

Governors questioned why washing of uniform after every school day was included in the risk assessment. PJR stated that this is government guidance but agreed that this could

be a difficult issue for some parents depending on the frequency of their child being in school.

Governors requested that parents be asked to ensure students bring in two water bottles as the water fountain would be out of action. PJR will ensure this is relayed to parents along with the need for them to bring in sun cream and sunhats.

Educational offer considerations:

Governors reviewed the four options for consideration.

PJR felt that Option 4 would be the simplest to put into practice but would have the least educational merit. Option 1 would be the most complex option to administer but would have the most educational merit.

Governors questioned whether staff who would need to rely on public transport to get to school would be given any alternative options for travel. PJR stated that this had not been looked at but he would try to encourage staff and students to travel safely.

Governors noted the disparity between the amount of contact time for teachers depending on which option governors decide to adopt, both in terms of fairness and exposure to more students. PJR felt that the school had done the very best it could and been as flexible as possible but inevitably some teachers would end up with more face to face teaching time than others depending on their role. The risk assessment is rigorous and this should mitigate any risks with facing more students.

Governors questioned how safety could be maintained in PE changing rooms. PJR stated that the changing rooms will not be used. GCSE theory PE will be taught but not core PE.

MPB stated that the rationale for Option 1 was that there are limited opportunities to teach practical subjects through home learning and therefore the emphasis would be on these subjects plus Maths, English and RE for partial reopening. This option had been put together with input from middle leaders.

Governors questioned why for Option 1, students may only be in school once every two weeks. PJR stated that in order to half the class sizes for social distancing and keep students in their contained bubble, this would be the only way that a specialist teacher could teach their subject face to face.

Governors agreed to adopt Option 1 with strict adherence to the risk assessment for Health and Safety. This will be reviewed at the next FGB on 17th June with a view to arranging a further meeting two weeks after partial reopening.

6. Learning Enrichment and Residentials

GK confirmed that in accordance with governors' instructions, no further payments have been made to any travel companies. GK has requested companies provide a full assessment as to how social distancing can be maintained during trips and he will keep records of all correspondence for any insurance claims. The company organising the Amsterdam and Paris trip has cancelled and stated that the school has defaulted on payment. Advice is being sought from DCC legal team and Zurich and the company will be pressed for a full refund. GK and his team are currently putting together a plan for reimbursement of parents for trips although there has been no official decision relayed

as yet to parents about cancellation as the school will not be able to claim on travel insurance if they just go ahead and cancel the trips now.

7. **PFI Descoping**

Governors agreed that the critical document going forward is the Service Level Agreement. MM, SB and JS will pass comments and suggestions on the draft SLA from Ted Wragg Trust to GK to feedback to Josie Medforth later this week. **GK**

8. **Urgent Emerging Items**

Nil

9. **Date of Next Meeting – 17th June 2020**

Meeting Close – 7.10 pm

Distribution: Governors, Martin Burt, Rachel Gage, Graham Kirk