



St Peter's Church of England Aided School

Minutes Full Governing Body Meeting

Date:	8 th July 2020	Present:	<i>Andrew Beane (AB), Steve Bright (SB), Maria Kapodistria (MK), Ali King (AK), Karen Leach (KL), Trevor Mills (TVM), James Moore (JM), Rachel Oliver (RO), Jade Otty (JO), Phil Randall (PJR), Jenine Searle (JS), Jo Webb (JW)</i>
Time:	5.00pm	Absent:	<i>Matt Melksham</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. Governors were reminded of confidentiality requirement for any Part II discussions and the need to declare any business or pecuniary interests.	
2.	Prayer	
3.	Absent / Apologies Apologies received and sanctioned from Matt Melksham.	
4.	Minutes of Previous Meetings Minutes of the meetings dated 17 th June were approved as a correct record of the meeting and they will be signed at a later date by the Chair.	
5.	PFI Update Meeting Moved to Part II	

6. Review of partial re-opening to Year 10

PJR reported that the partial reopening to year 10 has been very successful. There have been more key worker and vulnerable students attending but numbers do fluctuate. There are plans for students in years 7, 8 and 9 to come into school to spend an hour with their tutor before the end of term. It is not possible to bring year 6 student in before the end of term but PJR is planning for them to start in September one day earlier than the rest of the school or possibly with year 11 only.

Governors asked PJR to pass on thanks to staff for their work in making the partial reopening successful.

7. Arrangements for September opening

Governors noted the comprehensive blueprint for full return in September. PJR stated that this is a collaborative document with SLT which has not yet been shared with staff. It is a way to move forward and reconnect and will provide the basis for some staff training. This document is a work in progress.

PJR has looked at the timetable with MPB and Lynsey McCahill and feels that the school will be able to offer a full timetable that will not compromise safety. Each year group will have their own zone of the school and they will only move to other specialist classrooms for option subjects such as Art, D&T, Drama, etc, with a strict cleaning regime in place. Use of the canteen will be discouraged and all students will be encouraged to bring a packed lunch. There is likely to be a need to stagger breaktimes. SLT will continue to work on this blueprint before September.

Governors questioned what will happen on the Year 6 Open Evening. PJR reported that it is unlikely that this will be held as it would constitute a mass gathering. There will be further work to consider a remote approach for potential students.

Governors questioned whether there would be any lettings from September. GK reported that at this stage there are no lettings but this could change. This also has an impact on income after de-scoping.

Governors questioned whether there is an expectation for all students to return. PJR reported that he will be following the guidance from the government. There may be some very specific circumstances that PJR will need to look at where a student does not return but the Education Welfare Officer will be used where additional support is required.

8. Update on Year 11 results day

Governors considered the various scenarios for Year 11 results day noting the overarching aims outlined in the document circulated in advance. Given the RAG rating for each scenario governors agreed to opt for students coming in person to collect their results, staggered throughout the morning. This would be the best option to offer support and careers advice as well as emotional support for more vulnerable students.

Parents will not be able to come into school and will be asked to remain in their car if they come on site.

Governors questioned whether PJR has considered how the school will manage requests for disclosure of ranking as outlined by the Information Commissioner and whether there will need to be a subject access request in order for data to be released. PJR stated that NLF will look at this in more detail but it could potentially be an enormous piece of work.

9. **LEW and Residential 20/21**

The cancellation of LEW this year exposed the school to enormous financial risk, which was fortunately covered by insurance, but GK would like careful consideration to be given to plans for next year. Governors agreed to set up a working group (KL, JM, TVM, MK, SB) to meet with PJR and GK in September to look at the risks. **SP**

Governors asked PJR to pass on thanks to Ben Hunt and Caroline Millar for their work in the last few months in sorting the cancellation of LEW for this year. **PJR**

10. **Admissions Update**

PJR attended a recent Admissions panel which upheld the decision of the school regarding a Year 8 application. There are a further 38 appeals for entry to Year 7 to be held before the end of term. KL is very concerned about the physical capacity of the school to take any students over and above the published PAN and the health and safety implications for staff and students. Historically the PAN was increased from 252 to 261 for each year group but the implications are now being felt as this phased increase year on year is now starting to impact particularly where a year group has gone over PAN due to an admissions panel decision. KL would like Ethos Committee to discuss decreasing the PAN at their first meeting in September and bring their thoughts back to the first available FGB meeting in autumn term. **Ethos Cttee**

11. **Headteacher Report**

MPB has been looking at ways in which the school can utilise lessons learnt from online learning and whether there are any changes that can be adopted to capitalise on this remote learning.

MPB is looking at providing Chrome books to all students on the basis of parents paying in instalments for a specific chrome book sourced and provided by the school. This will enable students to have access to wider resources and create a more level playing field particularly for disadvantaged students.

MPB will bring this back to a future meeting for further discussion. Governors would particularly like to consider what happens for families who already have their own laptops of varying specifications, what happens about the pupil premium gap if there is no free offer for disadvantaged students, what will happen for families who have several children at the school, an online model for home learning does not suit every child, what software would be used, would the Finance dept spend a lot of time chasing payments, would there be a significant financial risk to the school. **MPB**
Governors would like to consider all the evidence before a decision is made on this.

12. **Chair of Governors Update**

Nil.

13. **Safeguarding**

PJR will ensure that the Safeguarding Team have space and time to deal with any looming problems following a long period away from school for the majority of students. AK will arrange to meet with PJR (via Rachel Gage) early in September for a termly DSL update. **AK**

14. **Urgent Emerging Items**

Governors agreed to meet on 19th August to look at the risk assessment for full reopening in September. This meeting will take place virtually at 5.30pm. **SP**

Governors will also discuss parental survey results at this meeting. Governors requested that PJR check this documentation for redaction of names before being circulated more widely. **PJR**

15. **Date of Next Meeting – 19th August 2020 at 5.30pm**

Meeting Close – 6.40 pm

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