

**WILLAND SCHOOL**  
**GOVERNING BODY MEETING**  
 MINUTES OF MEETING 15<sup>TH</sup> OCTOBER 2020

Present: Mr R Carswell Chair of Governors  
 Rev. S Talbot Vice-Chair of Governors  
 Miss A Hawkins Headteacher  
 Mr. T Child  
 Mrs. L Cole  
 Mrs. L Durovic  
 Dr. E Santos  
 Mr D White

Miss A Leather Deputy Headteacher

Absent: Dr. R Collin  
 Mrs. S Manley  
 Miss L Ruffle

Item Discussed	Action/Resolution	Gov. Action Prop/Sec
1. Apologies for Absence	None	
2. Declaration of Interests	None	
3. Minutes of the meeting held on 17 <sup>th</sup> September 2020	The Governors approved the minutes	DW/LC
4. Matters Arising		
COVID-19	<p>The risk assessment is being dynamically changed as required. Following lengthy discussions at the Sites and Buildings meeting further changes have been made. The main gate across the drive is now being left open but with a bollard to prevent access. This is helping with the pinch point that was caused by the gate being closed to prevent vehicular access. Miss Hawkins suggested that visitors and parents entering the school should be asked to wear face masks. The Governors agreed. It is also demonstrates that the school understands the severity of the situation and that it is following the available guidance. Miss Hawkins has spoken with the Pre-school and has agreed that if the numbers of cases increase then both will introduce face masks for staff, at drop off and collection, at the same time.</p> <p>Dr Santos asked whether the pupils were exhibiting any well-being concerns. Miss Hawkins replied that the majority of children were initially very pleased to come back, but some are now showing anxiety and there have been some behaviour issues. All pupils are being supported.</p>	
5. Data Information	There is no official data this year.	
6. Safeguarding Update	There is a Safeguarding Review on Monday 19 <sup>th</sup> October. The safeguarding audit has been received and Miss Leather is working to complete it. Several staff and new employees have been given training.	

<p>7. Online Learning</p>	<p>Miss Hawkins explained the provision that the Senior Leadership Team, together with the teachers have been working to ensure that the right support is in place for all pupils. This will be reviewed and developed over time in a way that works for your Willand School. The teachers have developed 'home learning packs' for use if a child has to remain at home which have been organised in four tiers.</p> <p><b>Tier One:</b> If a child is ill, then they are not required to do any work.</p> <p><b>Tier Two:</b> if a child is self-isolating (first 48 hours perhaps waiting for result of a test of a family member) – once the teachers know, they will assign work on Google Classrooms using Oak Academy, BBC Bitesize, Mathletics, Times Table Rockstars, Spelling Shed or Maths Shed.</p> <p><b>Tier Three:</b> if a child needs to self-isolate for longer (after initial 48 hours) the teachers will assign to specific work and activities on /google Classroom linked to the current curriculum. This will be handed in on Google Classrooms for teachers to see but cannot be sent in to be marked. Parents can then request printed sheets if needed.</p> <p><b>Tier Four:</b> If the whole bubble is isolating, this will include the teacher, then work will be provided to pupils via Google Classrooms. Teachers will mark and return this as they did during lockdown.</p> <p>This will give a balance of workload for the teachers and support the pupils at home. <a href="#">Dr. Santos asked whether paper copies would be able to be returned to school from Tier Four pupils as this might carry a risk of infection.</a> Miss Hawkins said that any paper copies would only be given to staff after a suitable isolation period. Dr. Santos recommended that staff should be given PPE to use when marking. Miss Leather said that if the bubble is closed the teachers will not be in school to have access to any paper copies but that during lockdown many parents had taken photos of work and uploaded it to Google classroom for marking. She reiterated that in accordance with the school Marking Policy, work is only where that makes a difference to the pupils learning. Miss Hawkins agreed that the risk assessment would be updated to reflect the PPE can be used for marking where necessary.</p> <p>The Governors agreed that this provision is adequate.</p> <p><a href="#">Mr Child asked whether there had been additional funding to support schools.</a> Miss Hawkins said that there had been some general information but no detail had been received yet.</p>	<p>LD/ES</p>
<p>8. Staffing</p>	<p>The meeting moved into Part II</p>	

9. Parental Engagement	<p>Parent Consultation was virtual for the first time. Many of the teachers felt that it worked well given the circumstances but there were some technical issues, particularly with the internet dropping after 6.30pm. Where parents missed their slots teachers have carried out the consultation by phone. Mr Child said that it worked well from his perspective and it should possibly remain as an option in the future. Mr White and Rev. Talbot agreed. Miss Hawkins agreed that for some parents it worked well, particularly where it reduced the need for child care. Miss Hawkins said that she would include it in the next parent survey to gain a wide range of opinion. <b>Mr Carswell commented that by not coming into school parents missed out on not seeing the displays and atmosphere at school and asked whether a video could be produced.</b> Miss Hawkins said that she is currently exploring ways of producing a video for the Open Afternoon, and this could be shared with all parents. The school is looking vibrant with displays of children's work.</p> <p>Communication with parents is continuing to go well via email, text and phone calls and attendance is good. Parents can communicate directly with the teachers through Google classrooms.</p> <p>A 'Meet the Teacher' video has been produced by the teachers for each year group and is available on Google Classroom. An information video about Read Write Inc. has also been made by Mrs James.</p> <p><b>Rev. Talbot asked whether the Leading Parent Partnership award had been completed.</b> Miss Hawkins said that it had been paused by the awarding body, but we are ready to complete it when they recommence.</p>	
10. Policies		
Pay Progression Policy	The Governors approved the policy	<b>DW/TC</b>
Preventing Radicalisation	The Governors approved the policy	<b>LD/ST</b>
11. Chair's correspondence	None	
12. Any Other Business	<p>This is the final Governors meeting for Mrs Cole. Miss Hawkins and Mr Carswell led the thanks to her for all her hard work during her four years on the Governing Body.</p> <p>The Governors reviewed and passed the Voluntary Fund Accounts.</p>	<b>ST/DW</b>
13. Date of next meeting	3 <sup>rd</sup> December 2020	