

WILLAND SCHOOL
GOVERNING BODY MEETING
 MINUTES OF MEETING 17th SEPTEMBER 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
 Mrs. S Manley
 Miss L Ruffle
 Dr. E Santos
 Mr D White

Miss A Leather Deputy Headteacher

Absent: Dr. R Collins

Item Discussed	Action/Resolution	Gov. Action Prop/Sec
1. Apologies for Absence	None	
2. Declaration of Interests	None	
3. Items from the annual cycle		
Election of Chair and Vice-chair	Mr Carswell was nominated as Chair of Governors by Mrs Durovic and seconded by Miss Ruffle. He was unanimously elected. Rev Talbot was nominated as Vice-Chair of Governors by Mr Carswell and seconded by Mrs Durovic. He was unanimously elected.	LD/LR RC/LD
Committee members	See Procedures	
Objectives of the Governing Body	See Procedures	
Procedures for the Governing Body	The procedures were updated	
4. Minutes of the meetings		
17 th July 2020	The Governors reviewed the minutes. They were proposed by Mrs Manley and seconded by Mr Child. The minutes were approved	SM/TC
5. Matters Arising		
Leavers Assembly	Miss Hawkins reported that the Year 6 Leavers assembly had gone well. Mrs Manley said that it had been important for the children as it had given them closure.	
6. Re-opening of the school	Miss Hawkins said that it has been an intense start to the term. The ducting work was delayed so the staff training times had to be re-organised to fit around the access to the building. The staff had been working hard putting up displays throughout the school to showcase all the lockdown learning and celebrate the children's work. The first week was very hard for everyone adjusting to the new regimes. These systems have been revised and amended as appropriate since the start of September to ensure pupil and staff safety and to help with the smooth arrival and departure of pupils. Miss Ruffle said that the first day was very overwhelming, but the changes that have been introduced have made it manageable and that any concerns that have been raised have	

	<p>been met by the Senior Management Team. She said that there are also positives from this to be taken forward. Mr Child reiterated that is important that the staff do not become complacent and that the cleaning, hand washing and sanitizing continue.</p> <p>The school received an official complaint about the children using the Silver Street gate. Miss Hawkins and Miss Leather met with the parent and as a result have change the arrangements at that entrance.</p> <p>There is a wet weather plan that will be trialed next week.</p> <p>Rev. Talbot asked whether there had been emotional and well-being problems. Miss Hawkins replied that it has been mixed. Some are delighted to be back but a few are struggling. The staff received training in preparation for the emotional well-being of the pupils returning to school. In general the older children are delighted to be back. The younger children are still getting used to social distancing. Mrs Durovic said that the Foundation stage children have settled in well and seem to be taking everything in their stride. Rev. Talbot asked whether many children have to catch up with work. Miss Hawkins said that the teachers are still assessing where individual children have knowledge gaps, but what has been noticeable is that their lack of stamina for being at school all day as many are flagging.</p> <p>The original plan had been to expand the bubbles after two weeks and the staff have been surveyed about whether this should be delayed. The results were 50:50. Rev. Talbot said that it was his understanding that if we had larger bubbles more children would need to be sent home if there was a case. Miss Hawkins confirmed this. Mr White asked if the sharing of bubbles was to give the flexibility to set year groups for maths and English. Miss Hawkins said that this is part of the reason and the Foundation Stage teachers feel that for their classes is the best way to provide the whole curriculum. Rev Talbot suggested that this would be a reason to move forward. Mrs Manley asked whether the staff were very anxious by the thought of this. Miss Leather said that there is some level of concern, not only for their own health, but for their families too. Miss Hawkins suggested that there could be a 'half-way house' solution. This would mean mixing in Year bubbles for break and lunch times but staying in class bubbles for lessons. The exceptions would be that Foundation Stage would become a year bubble and Year 1 would join for Phonics. At lunch and break times the children would be outside so less likely to pass anything between them. It would mean that teaching and support staff would be able to have a proper break, which they are not doing at the moment. Miss Ruffle pointed out that, as the children would be mixing anyway, the whole year group would have to be sent home. Mr Child said that in reality the children will be mixing outside school with children from other bubbles and settings. Therefore any change should be made because it provides a benefit to the curriculum. Mr White asked whether there was a benefit to the curriculum if groups join. Miss Leather said that it makes a large amount of work for the teachers to ensure all the pupils are accessing their differentiated work if there is no setting, but the time lost by changing rooms for setting would be a detriment in itself. Also, the assessment data that would normally be used for setting is not available. The other main benefit of mixing out of</p>	
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	<p>lesson time is that the children are able to interact their friends from the opposite classes. Rev Talbot suggested that the Governors could give the approval that the bubbles can be changed when Miss Hawkins and Miss Leather feel that it is appropriate. The Governors unanimously agreed with this.</p> <p>Dr. Santos asked whether there had been much feedback from the parents about the arrangements and social distancing. Miss Hawkins said that there had been positive and negative comments, but that the parents understand what the constraints are and are largely supportive. Dr. Santos suggested that parents should be given some way of being able to feed back to the school so that they are engaged in the process.</p> <p>Miss Hawkins reported that one parent had requested that children should have the option to wear facemasks if the parents wanted them to. Miss Hawkins has taken advice from DfE, Public Health England, Devon County Health and Safety and finally the DCC Consultant for Public Health, who replied that although the guidance is that facemasks do not need to be worn by children below year 7 the final decision rests with the Governors. The Governors had a wide reaching discussion covering the Government Guidance, parental choice, the management of children using masks within school and the related safety and hygiene issues for staff and other pupils. The Governors decided that, after taking all of these factors into account, facemasks will not be worn by pupils in school at this time due to the concerns over hygiene and risks to other members of the school</p> <p>Mr Child said that being a parent collecting children from school he had seen that the children coming in and out are extremely well behaved</p> <p>Dr Santos wanted to thank all the staff for their hard work and for getting everything up and running at the start of the school year and continuing to work in unusual circumstance, going above and beyond.</p>	
7. Safeguarding Update	Miss Leather has given the Governors e-learning to complete via Dropbox.	

8. Parental Engagement	<p>Communication with the parents has been good. A letter went out before the start of term to remind parents of the new arrangements and updates on COVID testing have been sent to parents be open and transparent. Twenty emails have been sent with any new information that we have received to keep parents informed. There have been positive and supportive comments from several parents.</p> <p>The Governors who are parents felt that the communication has been excellent. There have been issues raised about the Schoolcomms app where some parents have not received texts. To receive messages using the app it must be open, it does not prompt the user to open it as a message has been delivered. An item clarifying this will be put in the Willand Word. Mrs Manley said that it has been very positive for parents to be able to see Miss Hawkins at drop off and collection.</p> <p>Mr White asked what was happening with Parent Consultations. Miss Hawkins said that they will be virtual with parents able to book 10 minute slots. Mr Child asked what would happen for parents without internet access. Miss Hawkins said that they would be done by phone. Dr. Santos suggested that there should be a policy about whether parents have to use the camera. Miss Hawkins said that discussion are still to take place about how they will be organized.</p>	
9. Policies		
Committee Terms of Reference	The terms of Reference were approved	
Pay Progression Policy	This is not yet available	
Safeguarding Policy	The Governors will feedback any concerns by Monday morning otherwise the policy is approved	DW/TC
SEND Policy	The Governors approved the policy	DW/LD
10. Register of Pecuniary Interests	Mrs Hills will email a copy to each Governor who will complete them and send them back	
11. Governor Visits		
Report of Governor Visits	None	
Timetable for Governor Visits	The visits will be virtual for the time being. Rev. Talbot and Mr Child will undertake a safeguarding meeting with Miss Leather. Miss Hawkins will organize the timetable for other visits.	
12. Chair's correspondence	None	
13. Any Other Business	The meeting moved into Part II	
14. Date of next meeting	15 th October 2020	