

## Governors of Fairisle Junior School

### Minutes of a Meeting of the Whole Governing Body Tuesday 7 July 2020, 3.30pm

Governors present:

1. Nikki Webb (Vice-Chair)
2. Peter Howard (Headteacher)
3. Alison Powell
4. Katherine Minns
5. Jess Planter-Dixon
6. Phil Chapman

Associate members present:

- Bev Bessey
- In attendance:  
Sophie Lee (Clerk)

**This meeting was held entirely online.**

#### 1) Apologies

Steph Thurston (Chair), Brent Schwarz, Mike Dant.

#### 2) Declarations of Interest

Declarations relating to today's agenda: none. Changes to the register of business interests: none.

#### 3) Minutes of the Last Meeting

Minutes from 2 June 2020 were agreed and will be signed by the Chair at the next meeting held in person.

#### 4) Matters Arising – Including Action Points

##### Question from NW: Could the parents of the non-attending child be fined?

The Headteacher said no as the law was relaxed.

The Deputy Head reported that the parent now texts her most days but the child has not returned to school. Parents can be fined from September.

##### Question from NW: Has the child been doing work online?

The Deputy Head said a core group meeting for this family was cancelled on Friday. The child has not logged on to Rock Stars timetables since 2 June. The social worker will follow-up on school work and will be told about the lack of online work.

##### Question from PC: Will the law be enforced if there are health reasons for absence?

The Headteacher said he thinks there will be some flexibility and it is a Head's decision to authorise absence. We will look into it if a parent says a child is shielding or clinically vulnerable.

We have now received two calls from our LA officer, both of which were supportive and successful.

All actions from 2 June are complete except those listed below. The Headteacher has spoken to BS about health and safety.

**Action A:** Attend assemblies to talk about the role of governors and give termly updates on governance.

**Action B:** Write a health and safety report once a term.

**Action C:** Attend one visit between meetings plus events emailed from BB. Clerk to email date reminders.

**Action D:** Attend one staff meeting this term (Wednesdays at 3.30pm). Email BB/JPD in advance.

All gobs

BS  
All gobs/  
Clerk  
All gobs

**Action E:** Confirm dates/times from leadership cycle and send to governors regularly.  
**Action F:** Review emailed answers on SEND report/meet Robin Hayes.

Clerk  
NW

### **5) Update on Covid-19 Provision and Return to School for Y6**

Y6 returned on 1 June with around 40 pupils per day attending. One or two have stopped coming and a few were not socially distancing on the way home so a parent was called and the children spoken to. One of these children did not return to school.

There are four bubbles in Y6 and we have made a third bubble for critical worker children, where bubbles contain about 25/26 and are full, with one smaller bubble in a smaller room.

*(JPD logged into the meeting.)*

The Little Canada residential has been postponed from 21 September to 22 March 2021. There were reports in the press of PGL not giving refunds, September seemed too early to go and DfE guidance only covers day trips.

#### **Question from NW: Have all parents paid?**

The Headteacher said some have but some were not sure about whether to pay. Pupil reports were given to parents on Friday when he also spoke to some parents about residential. Stubbington is on 7 December.

The FSM voucher scheme continues with £30k's worth given to FJS parents (centrally funded). Vouchers will continue over the summer holidays.

#### **Question from AP: Will we be refunded for the cost? Have they caused admin work?**

The Headteacher explained that they ordered vouchers through a portal which was paid by the DfE automatically. They did cause admin work but the portal has greatly improved since April.

On 30 April we were asked to provide a spreadsheet of children open to social care who needed laptops and the laptops were delivered last week. We are involved in a study of covid-19 infection rates in 100 schools nationally, with children and staff receiving nose swab tests. Thanks to NW for her help with these.

#### **Question from AP: Have you had feedback on infection rates?**

The Headteacher reported there have been no positive test results.

#### **Question from PC: What type of laptops were given and can we keep them?**

The Headteacher stated they are Chromebooks and when the children leave school we keep them at FJS.

#### **Question from AP: Were some pupils given dongles? Are they all expected to log in?**

The Headteacher noted that no primary pupils were given dongles but staff checked that all pupils had internet access and have a few routers to give out if needed.

On Thursday we will take part in a one-off antibody test (mouth swab) with NW helping. Three sets of nose swabs have been done already and in the last week of term another set will be done.

Tests have been reassuring for all and we are pleased to have taken part. A questionnaire and consent forms were sent out to staff and parents before the tests started and another questionnaire will be sent out before the antibody test.

The Deputy Head has worked on using every critical worker place efficiently so we ask parents to tell us if their child will not attend on certain days. One space is kept open

for an emergency. One child has attended part-time for a few days and we are catering to parents' needs as much as possible.

A summary of the DfE guidance on September re-opening is on the Drive. There will be mandatory attendance and an increase in the size of bubbles. Guidance covers travel to school and the curriculum; Holly Cleveley has produced a document on curriculum priorities. Breakfast and after-school clubs are also covered as well as uniforms.

OFSTED will start to visit schools again, not to judge but to see how they are welcoming children back. The SLT are producing a re-opening plan and risk assessment which they will share with staff and then present to governors next week.

**Question from AP: Will the school open over the summer?**

The Headteacher stated it will not. Parents have been given information on Saints Federation weeks at Oasis Lordshill and Simon is running weeks at Mansel Park and Holy Family schools. There is no expectation that schools stay open.

Holly Cleveley met the year leaders about the curriculum and staff are planning what parts of the curriculum to concentrate on in September. They have talked to Y2 staff at Fairisle Infants and reviewed all overviews and objectives. For example, a Y3 unit on home safety will move to Y4 and Holly is talking with staff to decide where to put the missed work into the curriculum.

Learning will be organised so it is chronological. Times tables need momentum put back quickly, especially for the Y4 multiplication tables check. We have done some useful work in reading, writing and vocabulary and progressions of skills. Y6 will get constant over-learning.

The Y5 leader this year will be Y6 leader next year. Holly has annotated all curriculum overviews. We will have no assemblies so will use that time wisely, although some time will be needed for handwashing etc.

Staff have discussed Black Lives Matter and global issues and put them into teaching and learning from September. Charlotte and Zoe will give all staff including lunchtime staff PSHE training on the new curriculum and our new policy. Rachael Woods will give training on English expectations.

**Question from AP: The curriculum priorities report says that staff need phonics training, will that be ready for September?**

The Deputy Head said it would not as there is not enough time and they need to find a provider. She has visited a local school and picked up a lot on phonics so that school may be involved. It will be sorted for September.

**Question from PC: What social distancing is in PE, eg: with apparatus and mats?**

The Deputy Head confirmed they have discussed this. They are in groups of 10. Equipment is washed if used but mostly it is unused and children can practise batting skills alone for example. In September they will probably stay with one person all day and have a checklist for equipment to be washed by PE staff or sterilized overnight.

**6) LA Building Extension Update**

The building should be complete by 27 July. Internal walls have been plastered and door frames are in. They will now work on the outside space.

**Question from AP: Can we use the upstairs rooms in September?**

The Headteacher stated they are not in use now as they are very hot but will be used in September. A full yearly service will be done on the air conditioning before use and it should not be a problem as supermarkets use AC.

**Question from NW: Has Maria Hughes ordered all the furniture?**

The Headteacher said he believed so. One room downstairs is for Y3 and the other Y4. The hall has new curtains and blinds.

**7) Support Needed After Mandy Gard's Visit**

Governors need to make sure they know how to measure impact and are asking the same questions during visits. They need to consider what the impact is of governor visits and how do we know the impact on teaching and learning is happening. Mandy Gard spoke about the "20 questions" governors could look at.

Governors should consider how we cope with the changes in teaching and learning, including looking at books and making sure it is all taking place. In September governors must come in again once between each meeting and write visit reports promptly, be part of focus weeks and talk to children in the relevant year groups.

It is about considering what impact governors have and how we can further develop that – what is next? Governors need to follow up the questions that arise from their visit reports, with dated action points to hold the board to account and make sure questions are revisited.

**Question from PC: Should we increase 1:1 reading with children as reading is crucial to the catch-up?**

The Deputy Head noted it is about how to do it safely. There will be more whole-class reading and thinking about how to do interventions. Next week staff should have suggestions for that.

**8) Safeguarding**

We are starting to see lots of issues with more child protection conferences and core group meetings than ever. Over the past five years headteachers have lobbied the LA on their social care concerns. Director of Children's Services Hilary Brooks is off sick and will not return. Director of Adult Services Grainne Siggins is acting as interim Director of Children's Services.

A group of headteachers met Grainne Siggins to express concerns including the fact that schools were not receiving public protection notices. A group of heads will also meet Chief Executive Sandy Hopkins on Thursday. The LA has not embraced education leaders as equal partners.

We continue to contact vulnerable children. There are issues with some quite severe neglect, domestic violence, drugs and county lines. Staff have passed information to the MASH team as a result of some calls. Some vulnerable children are in the critical worker bubbles.

**Question from PC: Can you introduce information on nitrous oxide capsules as they are everywhere?**

The Deputy Head confirmed they touch on drugs in PSHE so she will email Zoe and Charlotte.

The Headteacher noted that some legal highs have also come to the fore as an issue.

Governors are invited to the annual safeguarding training on the INSET day, Thursday 3 September. It will also cover epipens and asthma. We will have two children with epilepsy next year. Two NQTs who started on 1 July have taken online NSPCC training.

**9) Policies**

Marking symbols in the feedback policy have been changed to match our planner but nothing else significant has been changed. A note at the end covers the covid-19

situation as we are cutting back on input in books for safety and using self-marking. Pupils may do self-marking next year for the first three weeks.

**Question from AP: If the children are self-marking will the teachers still see it? Can we present evidence the marking has been done?**

The Headteacher said the marking is done in front of the teacher who oversees it. The evidence is in the progress children make as a result of the teacher input. OFSTED have stopped looking for feedback in books and look more at how this translates into progress. It is about knowing more and remembering more.

The Deputy Head stated children do self-marking now with a mark sheet on the board.

Governors approved the feedback policy.

## **10) AOB**

**10.1** PC attended a staff meeting and found staff in good humour. The two new staff members also attended.

**10.2** JPD's term of office as staff governor ends on 14 September. She is volunteering for another term of office but all staff can stand if they wish.

**Action G:** Let all staff know they can stand for staff governor.

**10.3** **Question from AP: Will we expect vulnerable staff to come into school?**

The Headteacher noted there are three different groups – vulnerable, clinically vulnerable and shielding. Vulnerable staff have always come in but we need to take their status into account. Clinically vulnerable people have worked from home but guidance says they can come back from 1 August. Others are shielding because they live with someone clinically vulnerable. Government guidance dictates whether they work and we would not put someone at risk, we work round it as far as possible.

**Question from AP: Should we vote on whether wearing school uniform becomes compulsory in September? Should we be flexible if parents suffer hardship?**

The Headteacher reported that uniform is always in the governors' domain. There may be specific issues, eg: uniform no longer fits. FSM pupils can receive a grant towards uniform of about £25 and this covers costs for the whole uniform. There is some flexibility in the provision of uniform.

**Question from NW: Should we say in the last newsletter that we are still a uniform school?**

The Headteacher stated that the infants came back in uniform as did the Y6 pupils, when we asked critical worker and vulnerable children to return to uniform too. Logoed uniform is from Schoolkit where parents can pay online and pick it up from us and soon they will be able to order directly at different prices.

**10.4** Annual reports to parents went home on Friday. The letters to parents included details of Little Canada, head boy/girl and next year's classes and teachers. Y2 parents have received a second email from PH with the parent handbook and a video of the senior team and teachers. All Y6 pupils will be invited back in September to say goodbye.

**10.5** The playground and kitchen works are scheduled over the summer and the Chair has examined the quotes. We will spend £89k on outside space after putting aside £49k over the past couple of years, Derek Wiles gave £20k and we had about £200k in our carry forward.

The children's playground fund will pay for some playground markings and Sunshine Gym equipment for outside the staffroom. Half the playground will be 3G and half tarmac. The treehouse will be enlarged as well as all other equipment on the bottom

PH

field.

We will spend £78,573 with Kompan, £6183 on fencing with a fencing company we have used before and £4143 with Sunshine Gym.

The Chair also examined the quotes for the kitchen and Daryl Burgess from Tinewood will receive £17,485. We have put in new curtains and blinds in the hall. Decoration by the assistant site manager is almost complete upstairs and he will then start on downstairs. We may ask a company to decorate the hall and corridor.

The government will pay PE and sport premium next year; we receive about £19k. Simon Woods is producing an out-run of how we have used the sport premium and its impact.

**10.6** Governors sincerely thanked staff for all their hard work and going above and beyond. NW was also thanked for her help with swab tests and governors were given thanks from the staff.

**11) Time and Date of Next Meeting**

The next whole governing body meeting is on Thursday 16 July 2020 at 10am. The September meeting is on Tuesday 15 September at 3.30pm.

*The meeting closed at 5.10pm.*

<b>ACTION POINTS FROM 7 JULY 2020</b>			
	<b>Action to be completed</b>	<b>By whom</b>	<b>By when</b>
<b>A</b>	Attend assemblies to talk about the role of governors and give termly updates on governance.	All govs	TBC
<b>B</b>	Write a health and safety report once a term.	BS	End autumn term
<b>C</b>	Attend one visit between meetings plus events emailed from BB. Clerk to email date reminders.	All govs/ Clerk	Ongoing
<b>D</b>	Attend one staff meeting this term (Wednesdays at 3.30pm). Email BB/JPD in advance.	All govs	TBC
<b>E</b>	Confirm dates/times from leadership cycle and send to governors regularly.	Clerk/BB	Ongoing
<b>F</b>	Review emailed answers on SEND report/meet Robin Hayes.	NW	15 Sept 2020
<b>G</b>	Let all staff know they can stand for staff governor.	PH	4 Sept 2020
	<b>Questions to follow up from governor visits</b>	<b>By whom</b>	<b>By when</b>
<b>NW</b>	Do governors know what they are looking at during book reviews and walking around school?		
<b>JPD</b>	How could subject leaders be probed further to demonstrate the impact of their curriculum subject?		
	<b>Agenda Items for Future Meetings</b>		<b>Date</b>
	Presentations from Robin Hayes/Holly Cleveley on SEND/more and most able	Robin/Holly	TBC
	Look at history from infant school to Y6	All govs	TBC
	Update on building extension	PH	Ongoing
	Performance against SIP targets	All govs	Ongoing
	Agree newsletter updates on the budget, decisions made and governor roles	All govs	Once a term
	Safeguarding (standing item, to include CPOMS reports, safeguarding meeting summaries and accident reports)	PH	Ongoing