

Governors of Fairisle Junior School

Minutes of a Meeting of the Whole Governing Body Thursday 16 July 2020, 10am

Governors present:

1. Steph Thurston (Chair)
2. Peter Howard (Headteacher)
3. Mike Dant
4. Katherine Minns
5. Jess Planter-Dixon
6. Phil Chapman
7. Brent Schwarz

Associate members present:

- Bev Bessey
- In attendance:
None

This meeting was held entirely online. The clerk produced minutes from a recording.

1) Apologies

Nikki Webb (Vice-Chair), Alison Powell, Sophie Lee (Clerk).

2) Declarations of Interest

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

3) Reopening Plan, Risk Assessment and Checklist

On 2 July the DfE published guidance for the full re-opening of schools. A reopening plan for FJS was emailed to governors in advance, plus a risk assessment and a checklist produced by unions and professional associations. Also emailed was a technical note which shows the strategy that underpins the plan, with nine key principles on prevention and response to infection.

Organisation Around Start and Finish of School Day

The Headteacher met Susanne Ottens to tie in our plan with the infant school. We will have a staggered start, with the first two classes arriving between 8.25am and 8.35am with a 10-minute arrival window as usual.

We will make sure we space out classes as they come in through their natural doors. Parents and children will arrive through the Fairisle Road gate and the top field gate. Everyone will leave via the double field gate. Infant pupils will come in through the two gates in Fairisle Road and exit through the double field gate. This produces a one-way system.

From 8.35am three more classes arrive. There are four classes in next year's Y3 and they will all have a different start time. Three classes then arrive from 8.45am, from 8.55am and from 9.05am.

End times are also staggered but the teaching day has not been shortened (8.50am-3.15pm). The most important point is for parents and pupils to arrive on time with social distancing and details have been listed in the parent newsletter which the Headteacher will also send to governors.

Y4 to Y6 parents will leave children at the edge of the field and only the new Y3 parents can come onto the playground. SLT will be in the playground and field directing people in the first few weeks and the site managers will man the exit gate.

Teachers will open their class door or come to the playground during arrivals. Parents

will be asked to come into school only in an emergency or for a pre-arranged meeting and not to chat to teachers (they can ask SLT questions). Clear signage will be used.

Three possible options for start and end times were considered and are shown in the plan. Option 3 (as described above) was chosen after meeting all teaching, support and admin staff by Zoom when plans were discussed and amended after staff questions.

Break Times

Four zones will be marked outside with a sterile area of two metres between zones. A playground rota will be in use with youngest children outside first at 10.30am and Y6 last at 11.30am, with a five-minute transition between year groups.

When classes are doing PE outside the PE coaches will join the group that supervises as there will be lots of children in four different zones and staff need a comfort break.

Lunchtimes

Pupils in both FJS and the infant school will receive hot picnics such as a ham and cheese baguette or vegetarian sausage roll with cheese, raisins and dessert. This means children can eat in class or in the hall on a rota so all can use the hall at some point.

Y3 will have lunch first with more time allocated as they are new. After lunch pupils go into the playground or a zone. There will be class bubbles but also times when a year group will be closer together but still socially distanced.

Question from PC: Will you regularly take temperatures?

The Headteacher said no, this is not necessary.

Question from PC: If a child comes down to say they feel sick will you take their temperature?

The Headteacher reported they would take the temperature in that situation and they have several new laser thermometers. There is also a system where every classroom is linked to the school office so if a child needs to come to the office a teacher can put a message on the radio.

Question from PC: If the child is unwell will you call the parent to get the child home and tested? Do they stay home until they are well or tested to protect others?

The Headteacher noted that DfE guidance is really clear in that scenario. Guidance covers what happens if a child is unwell, the PPE that may need to be worn, engaging with test and trace, when to contact parents, where to put children and the use of different toilets and then cleaning areas and toilets. If a child is ill with possible covid-19 they would use the Head's office and the disabled toilet off the hall. Then we would deep clean those areas once the parent has picked them up.

The Deputy Head stated that children will probably be going home quicker than in the past as we cannot have them sitting around.

DfE guidance states that schools should not check all temperatures on arrival. Guidance also states that children should remove face masks if they arrive wearing one as it is not healthy for children to wear a face mask during the day.

General Classroom Organisation

Bullet points in the reopening plan describe classroom organisation such as resources, lining up and support for SEND and EHCP children. Staff will not sign off planners so we have ordered stamps instead. Chromebooks and laptops will be shared after cleaning.

Tray units will not be used and trays will sit under tables. No-touch sanitisers have

been provided in all the rooms we have been using this term and these will be in all classrooms from September, as will bins with covers. All plans will be kept under constant review at the start of term.

Question from MD: Have any parents said their child will not return in September?

The Headteacher said no, but some parents have said their child is really anxious or worried. Some anxieties are well-founded, particularly in Y3, as they will be in a completely new place with new staff. We did not reshuffle classes as there were enough changes going on already. We have spoken to individual parents and children. Some parents have anxieties too which can transfer to children. Some children including in Y3 have come into school for personal tours.

We have three children with EHCPs coming over and all three came in with their parents for a tour. We gave them a social story and published a social story on our website and gave it to the infant school. The Head believes that some parents will say their child is not coming back, but the DfE expects all to attend.

The Headteacher spoke to admissions and Tina Selby who deals with children missing education about bespoke part-time timetables for some pupils to get them back in. Guidance says we should bear in mind the concerns of anxious or reluctant households who will need the right support and we are putting that in place.

Question from MD: Are you prepared for one or two to try to opt out?

The Headteacher said yes.

(PC logged out of the meeting.) The Headteacher has answered questions PC sent by email.

Risk Assessment

The risk assessment is based on a template from Derek Wiles. It tries to mitigate risks and put systems in place to keep risks as low as possible. It is about minimising contact, cleaning hands, good respiratory hygiene, enhanced cleaning and social distancing. PPE should be worn when necessary, for example for some first aid and intimate care. Two children next year have epilepsy and this may require the wearing of PPE during fits.

The RA also covers response to infection: track and trace, managing cases and containing any outbreak. We have tested all pupils and staff since 15 June each week with tests happening again today.

A parent questionnaire from Public Health England has been set online on the SKIDS covid-19 programme. We want to continue participating if possible in September to enable continued testing which gives reassurance to all.

The risk assessment lists hazards and who is responsible for actions. BS stated that the risk assessment is really well thought-out and detailed, with an approach that is desirable to many other schools.

Question from BS: When doing swab tests how do you manage the transmission risk? Do you clean surfaces in between? What happens if one test is positive?

The Headteacher explained there is no reason for anyone to touch any surface during testing. They come in one door, use a pedal sanitiser to clean their hands and are given swabs out of a sterilised bag. Swabs go into a container and the end is snapped off into a bin. Adults wear PPE and the room is cleaned before and after. There are no surfaces to touch and only one person goes in at once. The door is always open and it is done in the doorway.

Question from BS: Have the LA given any indication on the antibody test rather than just the swabs, as tracing the disease across the city would give more assurance?

The Headteacher noted the LA have said nothing at all. Last week we all had antibody testing which was non-invasive and easy. We were told we would get individual results back but there are no results yet.

Question from BS: Have we have had any positive tests?

The Headteacher said no and he has called to check each time. They did say antibody test results would take some days to come back.

An individual risk assessment will be prepared for staff who are shielding, extremely clinically vulnerable or pregnant.

Question from BS: What is the plan for shielding staff after 1 August when shielding ends?

The Headteacher replied that staff will come into work from 1 September after an individual risk assessment. They have all been part of the process up to this point. Shielding staff or those with shielding family members are all very aware of the situation moving forward.

A newsletter will go to parents tomorrow detailing all the reopening plans, plus Y2 parents will receive one of two emails, one for those who completed the online pupil registration form and one for those who have not.

4) AOB

4.1 Question from MD: How is the extension going?

The Headteacher reported it is going slowly. He attended a meeting yesterday and the building will be handed over on 15 August after we were previously promised it on 27 July.

Question from KM: Do you have a plan if it is not finished for September?

The Headteacher stated he has been assured it will be finished. The furniture arrives mid-August. The outside space work has to be done as the £20k from education services must be spent by 31 August as it is not LA money, it is from the sugar tax and the government could claw it back. It will be spent by 31 August and we will move into the building by the start of term.

4.2 An impact statement on PE and sport premium needs to be published by 31 July and will be emailed to governors today. Please email any comments to the Head.

4.3 The attendance bike was won by Lily in Y4.

4.4 Our new SIO is Mark Lindfield, an ex-OFSTED HMI who will visit during the year.

4.5 The Deputy Head is producing a cycle of events which she will email to governors when complete. It will only run to November at the moment as we are reviewing everything all the time. Herne Bay School have decided to use our system of year group focus weeks.

In the first half-term we will just do learning walks and one official observation and then will go back into focus weeks after half-term. Learning walks will be more supportive and more like coaching, with the first one on the environment.

4.6 BS will attend a health and safety walk on 8 September at 10am. Governors are invited to the safeguarding training INSET day on 3 September which will cover epipens, asthma and epilepsy. Black Lives Matter will be linked into PSHE. On 4

September year groups will work together to sort out rooms.

(BB and MD logged out of the meeting.)

4.7 The Chair stressed that we must keep up to date with government guidance and any concerns that arise from the risk assessment. The Headteacher will keep in contact with governors during the holiday.

Question from ST: Have they told you what it would look like if the city goes into lockdown?

The Headteacher said no but he will ask Derek Wiles and officers today.

5) Time and Date of Next Meeting

The next whole governing body meeting is on Tuesday 15 September at 3.30pm.

The meeting closed at 11am.