

**Resources Committee**

Committee Focus: Finance / Personnel / Premises

Committee Member	Committee Role	Present / Apologies	Other Persons Present	
			Name	Role
Neil Arnott		present		
Janet Clowes		present		
Lisa Taylor		present		
Liz Taylor		present		
Mandy Branders		present		
Rachel Brodin		present		
Helen Hunter		apologies		
Kathryn Chesters	Head Teacher	present		
Kate Hughes		present		

**PART ONE – NON-CONFIDENTIAL BUSINESS**

Item	Discussion	Action
<b>MINUTES OF LAST MEETING</b>	All gobs agreed minutes from 21.5.20	
<p><b>DOCUMENTS FOR DISCUSSION AND RATIFICATION</b> (all sent out in advance of the meeting for governors to read and bring questions)</p> <p>School Risk Assessment and Recovery Plan. Coronavirus Reopening Plan Infection Control Policy and Appendix Protocol for Staff Social Distancing Policy Behaviour Policy Appendix Staffing Structure H&amp;S Updated Procedures Bereavement Policy Pupil Remote Learning Policy</p> <p>KC has taken photographs around school showing social distancing measures taken so far, these were previously circulated to governors.</p> <p>Communication with parents/carers. KC has sent letters to parents regarding Provision from 1<sup>st</sup> June 2020, further details about reopening, CE letter to parents; Information leaflet</p> <p>Today 21 children in school, with 28 by Thursday and up to 36 by next week. Potential for 69 children (number of Keyworker and Vulnerable children).</p>	<p>KC explained liability of the COVID 19 arrangements to operate school– that SLT, Governors and ultimately CDAT Trustees are all liable for school’s response to COVID19 and the contents of these documents produced. <b>These were discussed and ratified by governors present so that we can send on to CDAT board.</b> CDAT have a 3-day turnaround in order to give school the go ahead to open on 15<sup>th</sup> June for Reception and preschool children.</p> <p>Governors aware that the Risk Assessment document is a dynamic document which will evolve as we reopen and situations change. Eg hand sanitisers and the risk of electric shock.</p> <p>JC and governors acknowledged the huge amount of work that has been done by KC and thanked her for a superb job. LT thanked KC for the documents/photos. Recognises that the whole team are working hard.</p>	Regularly update RA’s
<b>QUESTIONS WERE THEN INVITED FROM GOVERNORS</b>		

<p><b>Do we need to include anything in our RA/Policy about skin sensitivities which might be exacerbated by the use of cleaning products and soap (at levels above the usual/ordinary)?</b></p>	<p>KC -We have put in the parent letter about moisturiser, I have altered it to be a little more explicit that this is due to increased handwashing, added it into the RA too.</p>	
<p><b>Will the pupil/parent/staff handover zone result in staff/parents/carers/children having to stand/spill onto the car park even if only for a short period of time? If so does this need to be added to the RA? Does there need to be something in the policy as an extra for Covid19?</b></p> <p><b>Social distancing: how can we stop parents breaking the rules? Can we break up groups of parents chatting over the max number allowed?</b></p> <p><b>Q from RB following meeting -Children using a (hot tub) or paddling pool is a breach of regulations. Do we have any leeway to say that if we become aware of such breaches that children will be refused entry? Harsh but for good reason.</b></p>	<p>Using the field will give us much more space, have ordered grass spray to mark out 'no go' areas and social distancing markers, times are staggered too so should be less traffic. Parents will be asked to wait on the field and social distance. Reason for the field rather than playground as this is so enclosed and funnels traffic, whereas the field provides much more space.</p> <p>The Police cannot come to check up on the car park as this is private land. Staff will have to work with parents concerning rule breaking if we hear of it / police the social distancing rules instead.</p>	<p>More signage required – KC/KH to order.</p>
<p><b>How are the staff feeling?</b></p>	<p>Teachers have worked throughout lockdown and so are used to the situation, albeit with a few questions and worries. About opening up to larger numbers of pupils. SLT KC explained It is a balance of who works where with teaching staff. In some cases, staff will be teaching different year groups.</p> <p>Shortage of TA's due to some shielding.</p> <p>MDA's are back in school from today. Need to get used to taking a group of children at lunchtime. Routines have started to become more rigorous in line with the reopening procedures with more children in this week.</p>	
<p><b>Protocols for staff – will they be enforced?</b></p>	<p>Wearing of jewellery – Gobs held discussion about this. Agreed this is to be discouraged although cannot force staff to adhere to the guidance. If pointed out that jewellery and false nails, long hair worn loose etc increase the risk of contamination, then staff have the information to make their own choice.</p> <p>Staff handbook being updated with an annex for COVID19.</p>	
<p><b>What will happen in the Summer Holidays? Will school be open?</b></p>	<p>Political bone of contention. KC explained that teaching unions would be strongly against schools staying open during Summer and gobs agreed that staff need a good rest for their physical and mental well-being, having worked through the last 2 holidays on a rota system. Key workers are able to take holidays so we feel this would enable school to close for the full 6-week break without causing them a problem with childcare.</p>	
<p><b>Will Y6 come back at any point?</b></p>	<p>School is aware that Y6 would love to come back to meet up with their friends to have the opportunity to say goodbye and this is a testing time for them. CEC are encouraging this celebration. However, KC can make no promises about Y6 returning at all. It is dependent on how many children in Preschool, Rec and Y1 return. If many do, we do not have capacity for Y6 as it has to be the full class that is invited back, not on a rota.</p> <p>Discussed the possibility of inviting them back in Sept for a BBQ or similar on the school field when things have settled, no visits, church services, parties are taking place for the rest of the school year.</p>	

	PGL for Y6 (current Y5) in Sept. We have managed to change the date at no extra cost to the week before Easter 2021 in light of the current situation and that we feel it is not sensible to mix families in dorms, staff dorms too, in Sept. Too early to know how things will stand and we had to make a decision by the end May.	
<b>What about Reception transition</b>	We cannot invite Rec children into school as usual for their transition half day visits. This Sept we have the option for children to attend part-time for the first couple of weeks to settle in. Welcoming letter and paperwork have been sent to all families. 30 new starters for Sept. Mrs T has written to all parents inviting them to sign up to Tapestry (all but 2 have done so). They can 'meet the teacher', have a virtual tour of school and partake in transition activities eg Reception staff reading stories, videos etc. This is already set up and ready to start.	
<b>Y6 Transition to High School?</b>	High Schools have all been in touch. Pupils are transferring to 5/6 this year, all operating in different ways with transition. 'Meet the Teacher' and Virtual tours are being carried out online. Y6 doing their own research as part of their current learning to fact find about their High schools and will present with class online.	
<b>Are Ofsted likely to inspect soon?</b>	Not on the cards until Sept 20 at the earliest, maybe not until the end of the Autumn term to allow schools to re-settle.	
<b>End of Year reports?</b>	Reports will be sent home Fri 5 <sup>th</sup> June. They reflect data up to March 2020 when lockdown started. Teachers have written personal statements for English and Maths with tick boxes against engagement and attainment statements for other subjects. Attendance figures will NOT form part of reports.	
<b>Will there be the Annual Governor Report this year?</b>	Yes, there will, KC will be in touch. Please be ready to write a short report on how we have impacted school this year in our various roles. Need to show how the governing board has driven progress.	All gobs with responsibilities to complete
<b>What does provision cover for Key Worker and Vulnerable children?</b>	It is to be noted that this is Childcare provision, not full teaching and learning as the usual school day delivers. It is a mix of the home-learning which children at home have been set and other activities.	
<b>How will school deliver provision to SEN children?</b>	Each child has had a RA done by their class teacher and any issues to negate will be/have been talked through with teaching staff/KC.	
<b>Date of next meeting</b>	3.15pm Monday 8 <sup>th</sup> June 2020 over Zoom. Details to follow	