



19/06/2020

## Minutes

### **Local Governing Board; Windmill Hill Academy** **Friday 19<sup>th</sup> June 2020/9.30am Remote Meeting via Zoom**

#### **1. Join Meeting**

All governors confirmed they had video and audio.

#### **2. Welcome and Apologies**

**Present:** Ruth Bawden (Chair), John Harris (Vice Chair), Anna Body, Teona Chegwyn, Nicky Gilbert, Lin Millard, Abby Bassett (HoS), Jo Callow (EHT)

**Apologies:** None.

**In attendance:** Toni Martin (Clerk)

The Chair welcomed and thanked everyone for attending.

#### **3. Declarations of Interest Relevant to this Agenda**

None declared.

#### **4. Confirm Minutes of LGB Spring Meeting (6<sup>th</sup> May 2020) and Matters Arising**

The Chair reminded all governors of the contents of the previous minutes. No actions. A decision was made to accept minutes as true and accurate record of the meeting and the Chair signed a copy, and will return to the Clerk when normality resumes.

#### **5. Current Situation Update**

AB updated the governors on what has been happening to date including:

- Staff are back at Windmill and the school is open. Vulnerable group up to 15, key workers children still supported and then school opened for additional year groups of Rec, Yr 1 and Yr 6 – but because of safety requirements (bubbles at max size of 15, availability of staff and size of classrooms) it is impossible to get all these children back in for 5 full days a week. So the additional year groups are split and only in for certain days of the week, and each group has a staggered start and finish time, separate play areas, separate toilets and regular cleaning.
- Overall, 46% (40 out of a possible 87) pupils from YF, 1 and 2 have returned to school. With the key worker/vulnerable group included, 25% (51/202) of pupils from all year groups have returned.
- YF: Increased by 4% this week to 50% (14/28). 1 more due to start next week.
- Y1: Increased by 3% this week to 33% (10/30). 2 more due to start next week and 1 more the following week.
- Y6: Remained the same at 55% (16/29). 3 pupils unable to return to school due to clinically vulnerable parents.

- KW/vulnerable group: 14 pupils attend the KW/V group. This has remained the same. 1 more pupil (vulnerable) to start next week and another (KW) the following week. Numbers vary on a daily basis. Highest number is 14 on a Tuesday.
- 70% (7/10) vulnerable pupils attend school regularly and are in the Key Worker group as do not fall within the year groups attending or require more provision. 1 more is due to return next week.
- 1 child with an EHCP is continuing home learning at the moment. Risk assessed and 1:1 TA, Teacher and SENCo is in regular contact with family.
- 2 children in care have continued home learning by carers' request. Risk assessment completed. One, who has a 1:1 TA, is rang by TA once a week. He is due to return next week with a phased return (3 mornings) due to his behaviours (sometimes requiring Team Teach) and staffing (his TA is currently working from home).
- The difficulty now, is how we can get more pupils in while maintaining the various rules such as social distancing, bubbles and the like.
- AB noted her weekly review now includes a lot more detail to show what the staff have been doing. She noted other activities such as Cornwall virtual games, virtual assemblies and summer online book clubs.
- AB has been studying curriculum recovery webinars to assess how to get the children back into normal schooling. Perhaps using this time to build on the things that work well and perhaps dropping the things that don't, using the visible learning and reflecting on many processes.
- Class Dojo has continued to prove useful and communication is good. AB has asked for staff to produce a few more online learning videos.
- For children in school, they are still following the learning from the learning grid. Arena coaches are providing alternative sports in a safe way.
- AB noted that the free school meals vouchers are working well and the on-line system is now working much better; she noted the current numbers of free school meal children. Meals are not provided in schools at the moment because of the cleaning and social distancing.

AB took questions from the governors:

- **A governor raised a concern about how Yr 5 will now catch up given that they already needed to catch up prior to this?** AB noted that they will be settled in to school and then an assessment will be made as to their current progress and what needs to be done to help them. It is hoped that additional support will be available.
- **A governor noted the possible extra days for Yr F and Yr 1, what is AB's plans for this?** AB noted her plans for this and that an extra day will be in place soon hopefully. AB noted that feedback from parents and children has been very positive.
- **How are the staff coping with this?** AB noted that everyone seems to be coping. All staff have different circumstances and are all working different hours at different times. AB noted some free well-being training that has been signed up for, such as home/work life balance and relaxation.
- **How much, if at all, has all this impacted on safeguarding?** AB gave a brief overview and noted that there have been no serious issues. The vulnerable are monitored and social workers involved where necessary. JH enquired about the single central record and AB confirmed that there have no changes since last time. JC will check when she is next in school and email JH to confirm a check has taken place.
- **What is happening with uniform for children given that some children will be growing out of their current uniform?** AB noted that rules around cardigans and shoes for example have been relaxed so that if children haven't got appropriate uniform that fits, it is ok for now. She mentioned the possibility of an online shop.

**6. Future Plans**

Still awaiting for government decision on what is happening in September and once this is confirmed, JC and AB will notify us of plans.

**7. Pre-School Update**

Was on temporary hold since March time due to DfE/RSC restrictions. Hoping to get this resumed in the next few weeks so at least the application can be formally lodged at the RSC office. TM has seen communication on this matter and will keep the Chair informed.

**8. Staffing Matters**

AB noted that a teacher is leaving to return back to where her family is from leaving a Teacher Vacancy in Year 2. AB noted that there has been interest and explained the plan for shortlisting on 23<sup>rd</sup> June 2020 (via zoom) and then interviews on 30<sup>th</sup> June 2020. AB explained the remote interview process. RB and NG agreed to join JC and AB for this process on 23<sup>rd</sup> and 30<sup>th</sup> June.

**9. Any Other Business**

AB updated on the new Yr F; they have been set up with their own Yr F class dojo group. All sorts of things have been posted such as stories about starting school and as much transition information as possible. The class teacher has been in touch with pre-schools. AB noted that places are full in September.

A governor questioned whether the laptops have been obtained and AB confirmed that they are in the process of obtaining some for use by 4 children.

The Chair questioned about capturing costs and TM confirmed that additional costs are being logged on a spread sheet and it is hoped that the government will reimburse these.

The Chair queried whether the cleaning is good enough and what is planned in future? AB explained.

A governor questioned whether DBS need to be renewed? JC said not normally but if they haven't been in school for 3 months, it might be required. JC will confirm the requirements for this.

The Chair, on behalf of the governors, thanked AB and all the staff for all the huge effort that is being put in. AB said she would pass this on.

Date of next meeting to be confirmed when future government plans are clearer.

Meeting closed at 10.45

TJH Martin

ADMAT Governance Officer

**Distribution List:**

Ruth Bawden	Chair/Co-opted Governor
John Harris	Vice-Chair/Co-opted Governor

Lin Millard	Staff Governor
Anna Body	Parent Governor
Nicky Gilbert	Co-opted Governor
Teona Chegwyn	Co-opted Governor
Abby Bassett	Head of School
Jo Callow	Executive Head Teacher
Will Hermon	CEO
Graeme Barriball	Chair Board of Directors