

## Agreed Minutes of the extra-ordinary meeting of the Whitchurch Primary School & Nursery Full Governing Body, held on 1<sup>st</sup> June 2020 at 2.30pm

This meeting was held via video-conference due to Covid19 school closures.

### Present



Co-opted	Neil Sherman (NS) Peter Tenconi (PT)	(3 + 2 vacancies)
Headteacher	Joanne Daswani (JD)	(1)
LA	Manji Kara (MK)	(1)
Parent Governors	Meera Shah (MS) Paul Smith (PS) Kulabalasingham Sudhakar (KS)	(4)
Staff Governor Associate		(1)

### Apologies

Mina Parmar  
Jatinkumar Patel  
Maria Nickson  
Sarah Mehrali

### Supporting documents:

Email correspondence between Chair and Patrick O'Dwyer  
DfE clarification of primary Schools thinking about wider opening to other ages

 – denotes action  
 – denotes challenge

*Meeting opened at 2.36pm*

	Action	Due
<p><b>1. Welcome, apologies and consent for absence</b></p> <p>Apologies were received and accepted from Mina Parmar, Jatinkumar Patel, Maria Nickson, Sarah Mehrali.</p>		
<p><b>2. Declaration of any Conflicts of Interest/Update of Register of Pecuniary interests/Reminder of the need for confidentiality</b></p> <p>None declared</p>		
<p><b>3. Arrangement of Agenda</b></p> <p>This extra-ordinary meeting was arranged specifically to discuss/agree the Risk Assessment for wider opening of the School and to clarify the DfE stance. The meeting was quorate.</p>		
<p><b>4. Plans for the wider opening of the School</b></p> <p>The Chair informed Governors that a parental complaint had been received regarding the plans to open other year groups over DfE</p>		



guidance. The complaint was received by JD, LA and DfE. The Chair referred to the email correspondence between himself and Patrick O'Dwyer, LA Divisional Director Education Services. The response from Patrick O'Dwyer indicates that insurers are keen for schools to follow the guidelines. The Chair had asked whether the LA would support schools who chose who deviate from the guidance, the response from the LA was that they would be unable to support schools who plan to open in other ways.

The Chair notified the Governing Body that without support from the LA, the school has no alternative but to re-open according to government guidance.

JD indicated she sought further advice from the insurers, who advised not to go against government guidelines. A letter has been sent to parents and a staff briefing has taken place.

Year 2, 3, 4, 5 will now not be attending school unless they have critical worker parents or fall into the vulnerable category.

It was confirmed that on 2<sup>nd</sup> June the following children would be returning to school:

- Reception, years 1, 2 & 6, and those children whose parents are critical workers or are identified as vulnerable.

JD reported this amounts to 125 children. The parents of the remaining children in Reception, year 1, 2 & 6 will be contacted regarding wider opening on 15<sup>th</sup> June.

**What is the School's capacity during this pandemic?**

Including social distancing, and sticking to government guidelines, the capacity is 228 pupils.

The Chair advised that an operational matter such as the further opening of the School would need to be considered by JD and her team, to decide the safest and fairest way to move forward.

**Would the School need to report daily/weekly to the LA?**

No, only if there was a problem to report.

**Did you (JD) let the LA know of plans to re-open in good time?**

JD pointed out that plans had been sent to the LA in good time, but they responded extremely late, providing JD with only 1-day notice to alter and implement the school opening plans. The LA have indicated this is a national issue which other Headteachers have raised regarding alternative opening plans outside of government guidance.

**Did any parents who didn't wish to take up a place indicate any concerns over the School opening strategy?**

No, only their own anxieties of sending their children back. Only the 2 parents who have emailed their complaints have been negative.

JD informed the Governors that the priority is the number of children allowed safely back into School, not the age of the children.

**Does the 228 children already mentioned account for the 2m distance?**

JD imparted that it does, and staff need to feel equally comfortable to attend work. JD mentioned that staff who have not returned to work either have underlying health conditions or live with family members who are on the vulnerable list.

**Some areas of the country are considering using other spaces, for example local halls. Would you consider this approach?**



Doing this would be met with insurance implications, stretched resources. It would depend on what the government advises. JD advised the next focus will be on September opening.

**Keyworker guidelines stipulate children with 1 keyworker parent are able to attend school. Why has the School chosen 2 keyworker parents instead?**

JD advised that the guidance is unclear. The reason the School chose 2 keyworker parents was to keep in line with the number that can be accommodated.

**The 1 parent keyworker rule is in the new guidance dated 1<sup>st</sup> June 2020.**

A Governor read out the guidance, JD clarified that it depends on the School numbers and individual circumstances for that child. Priority will be given to pupils who have critical care worker parents. Consideration will be given to those families where a parent cannot look after the child.

**Will this stance cause JD to come under further pressure?**

The Chair indicated that the keyworker stance needs to be clear in the strategy.

JD asked how would the Governors feel if a rota system is implemented. A Governor advised it is not encouraged for primary aged children.

**Is there any data on how many pupils have 1 keyworker parent?**

The School doesn't currently have this data although there is the option to canvas parents. Some parents may not want to declare themselves as keyworkers as they have no intention of sending their children back to school in this climate, so the data may not be a full reflection.

JD informed that the DfE guidance stipulates 'critical care worker'.

**If the uptake is low in the current offering, would the School be covered by insurance if spaces were opened up to other children?**

No, in accordance with the message from the LA, the School cannot offer the spaces out beyond the DfE indicated groups.

**Is the School continuing with online work, phonecalls etc?**

Yes, staff members have been allocated as per the following:

- Members of staff working with the children will be supervising schoolwork.
- Members of staff working from home/not allocated to a 'bubble' will be supervising all online aspects.

There will be no marking, work will be finished in class and staff will be encouraged to leave the building at 3.30pm in order to look after their own wellbeing and for a daily deep clean to begin promptly.

**If the School doesn't fill capacity, will you approach more parents from the indicated groups?**

Yes, once pupils have settled in, more families will be called with a start date of 15<sup>th</sup> June.

**Who is in charge of cleaning during school hours?**

Half of the cleaning staff will be on site throughout the day, wiping down frequently used areas such as door handles, with SMSA's cleaning the dining halls.

JD asked Governors if they would like to continue with the weekly reports, to which Governors agreed as they give a useful insight into school life during this time.

The Chair extended thanks to all Governors for accommodating a rushed



meeting.		
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*Meeting ended at 3.21pm*

**Actions Log**

Action:	For:	To be completed by:
No actions		