



Bishopton Primary School Governing Board

Virtual FGB Minutes

29 April 2020 @ 5.30pm

Scheduled meeting planned for 2nd April 2020 postponed following advice from Gov.UK regarding coronavirus. Virtual meeting set up with full agreement of the Governors.

	ACTION	
Present: SA; TP; AM; KM; SS; AS; Ask; OT In attendance: VC; SL Apologies: HH: EM		
Declaration of interest: AM reported that he is now a trustee of the Bishopton Centre.		
Minutes of previous meeting (13 Feb 2020): Minutes agreed and signed as a true record. Confidential Minute (13 Feb 2020) also signed as a true record. <i>Both documents signed by Chair, scanned and emailed to the Clerk for filing.</i>		
Matters arising: Prevent certificates all complete – some printed off and some held electronically. Records kept in the school office. Presentation proposal was circulated between meetings – all governors responded positively to proceed. All other actions completed. Any other matters arising on the agenda.		
Safeguarding (KM): HH is maintaining contact with families who have Children's Services involvement and those in the Nurture Group with weekly phone calls/emails. Records are being kept that can be used in Children-in-Need meetings. The following was reported: • 1 green form received; • 2 MASH conversations; • CIN meeting for Reception child; • Ongoing virtual meetings regarding 2 further children. Class teachers are keeping a record of parental contacts and where no parental response to emailed resources is identified, direct contact is made. Currently 9 Free School Meals are being prepared by Thomas Jolyffe Primary School, although these are not always collected. The office make contact with those parents on Monday, take orders for the week and place the order with TJ. Some parents have opted into the voucher system which covers a proportion of the rest of those families on FSM but not all.		

LJA

Coronavirus update (AS):

(See paper provided and circulated prior to the meeting.)

The discussion revolved around managing the return to school. 1 June is proposed as the earliest possible date but it is unlikely that all children will be back in school before the summer. Initial thoughts are that Y6, Y10, Y12 will return first in a long phased return, with Reception left until September as it is more difficult to separate the younger children, but government guidance will be followed.

Observations:

- Any phased return will prove challenging for those parents who have to return to work. Once people start going back to work, there will be more children needing to go back into education settings.
- As the phased return progresses, class teachers cannot be expected to manage classroom teaching and continue online teaching -this doubles the workload;
- Access – the gate into the playground is not 2m wide – possible one-way system? The suggestion was made not to let parents onto the playground but this will be difficult as parents and their children will need plenty of reassurance at this time. Office – individual access would be required with the screen closed;
- Concern about wearing face masks – the children will already be needing reassurance and may be afraid of the masks. It is also impossible to project voices and give encouragement by smiling when behind a mask. The point was made that it is hard to support a child in need from 2 metres away – they already feel insecure;
- Whatever decisions are made, they need to be of educational use.

Will some parents be too scared to send their children?

Yes. Before lockdown, over 100 children were away – kept off school by concerned parents. Currently only 1 child is being sent into school – there should be 40-50 children of key workers.

E-books – are they going down well?

Very positive – parents love it and it fits in with the phonics scheme well. The school has signed up for 3 months free provision. The children are engaging and enjoying the technology and benefitting from the audio support.

Governors praised the efforts of the school staff in all the work that has been done so far. Thanks to AS who was asked to pass this on to the team.

Staff Well Being (Ask):

(see paper provided and circulated prior to the meeting)

How can we support all staff?

Staff governors were asked to present their views:

- AS was thanked for his leadership – there is a clear trust in his guidance which is reducing the fear element;
- Logistics are the problem, particularly with young children. How can we be effective with social distancing? We would be unable to help and support.
- Any return to school has to be more than just child-sitting; there is no point in being there unless we are teaching them;
- Masks – the question was asked ‘Could we just not wear them?’. Staff present stated that they would prefer not.

- Concerns were expressed about picking something up and passing it onto their own families;
- Those staff who have health concerns will still be worried at this stage.
- Some staff are worried that they are not doing enough for their children.

Would testing before going into classrooms help?

To date, the government have been advising rather than dictating – we will have to see what they advise over this.

What are the expectations on staff currently?

They are expected provide teaching resources, maintain the class page on the website and interact with the children in their classes where possible. They are also monitoring uptake and contacting hard-to-engage parents. Preparation for report writing is also expected.

What support is in place for staff?

Staff with younger children are being protected. There is a staff WhatsApp group to encourage each other but some do feel more isolated. Staff who live alone are prioritised on the rota of staff going into school to ensure that contact is maintained.

Parent governors observed that this had shown them how much work goes on behind the scenes ready for the next day and appreciated all their efforts. It was also pointed out that the children will not do as much as they do at school so maybe staff could relieve the pressure on themselves.

The offer of help was made by all governors to all staff in any way that they may need it.

School Improvement (TP):

(see ISDR document which was circulated prior to the meeting, along with a comparison document for information)

Our current focus is on Reading – looking at this data should we be looking at Writing?

Writing has been strong over time and there is evidence that the current Y6 writing would have been better than last year. Reading, however, has gone down. It is important to note that the ISDR is historical data and the current OFSTED Framework has moved from analysing data to seeing whether schools have analysed data and what they are doing about it.

13 children have moved into Bishopton since KS1 – generally moving because they are not succeeding elsewhere. Reflecting this, Bishopton are doing a brilliant job. There has been much better engagement across Y6 than last year.

What is happening with the website?

This is currently undergoing 'maintenance'. Children can however publish what they are doing now through class teachers.

LYA

Finance (SA): (see papers provided and circulated prior to the meeting) Following a meeting with Yvonne Staniforth, the budget figures were updated: • 2021-2022 deficit of £18K is reduced to £16K; • Change in insurance = £4k reduction There will be a saving on heat/lighting during partial closure due to coronavirus. Governors were informed that any plans regarding staffing need to be on hold – unions will challenge if we do anything at this stage as there is a c/f for this year. However, the budget submission has to include a plan outlining scenarios. A working party will meet to prepare those scenarios. (SA/AS/TP/Ask). 26 children are confirmed to start at Bishopton in September. A workable model has been prepared for staffing 9 classes from September. • Reception – 1 class with 1 teacher and 2 TAs. A second Reception teacher will work with current R children to provide extra support for some of the current Reception children to ensure that they are ready for KS1. This provides the capacity to split classes if numbers rise. • 9 classes – R;Y1;Y1/2;Y2;Y3;Y4;Y5;Y5/6;Y6	Confirm mtg with LA – prior to next FGB mtg on 4 June	SA
Monitoring: (see papers provided and circulated prior to the meeting) Governors reviewed progress against objectives set for this year: Objective 1: To ensure that the governing body is appropriately organised in order for it to carry out its responsibilities effectively: Some action points = Green. Overall = Amber+ Objective 2: To engage in school self-evaluation and monitoring and evaluation processes in order to have a shared understanding of the school's strengths and weaknesses and to make an active contribution to the strategic planning process. Some understanding of school's strengths and weaknesses but process needs more formal approach = Red Objective 3: To keep parents/carers well informed about the school and to consider the views / perceptions of all stakeholders and use these to inform the improvement planning process. Some action points completed = Amber Objective 4: To ensure meetings focus on strategic priorities, are effectively led and well attended. Almost all action points = Green. Overall = Amber+		
AOB: It was pointed out that staff well-being refers to all staff – and special thanks were recorded for AS at this time for leading the school so well. He was asked to reinforce the thanks of all governors to all staff		
Meeting ended 7.45pm Next FGB Meeting: 4th June 2020		
Minutes agreed Signed:  CHAIR OF GOVERNORS Date: 05/06/2020 S. Abercrombie		