



Bishopton Primary School Governing Board Virtual FGB Minutes 4 June 2020 @ 5.30pm

	ACTION	
Present: SA; TP; AM; KM; SS; AS; Ask; OT; HH; EM In attendance: VC; SL		
Apologies: None		
Declaration of interest: HH, OT, VC – pecuniary interest in confidential item.		
Minutes of previous meeting (29 April 2020): Correction – OT was present. Minutes agreed and signed as a true record. Minutes of extraordinary meeting held on 19 th May 2020 agreed and signed		
Matters arising: Meeting to discuss school presentation – 18th May 2020 – notes circulated Extraordinary meeting – presentation of re-opening plans 19 th May Finance meeting was arranged for 22 nd May Coronavirus guidance documents circulated between meetings: • Governor Services guidance – 19th May 2020; • NGA information for governing boards - 21st May 2020; • Email from Governor Services with clarification from WCC Legal Team;		
HT update (AS): <i>See papers provided and circulated prior to the meeting:</i> • HT notes; • WCC confirmation of approval of Risk Assessment; • School plan – response to Covid-19; • Cleaning Schedule; • PPE provision for Education and Early Years settings First week of re-opening to R, Y1 and Y6 children had gone smoothly. Attendance: • Monday - 30 children in total; • Tuesday – 29 children in total; • Wednesday – 11 (only Key Worker and Vulnerable children in); • Thursday – 30 children in total; • Friday – 29 children in total. The main fluctuation in numbers is among the KW and V children. The largest teaching group was 9. Similar levels are predicted for next week. Numbers are fewer than expected – 41% (46% including KW children). Nationally, attendance was between 40% and 70%. Parents who initially wanted their children to come in changed their minds on the basis of news coverage. Increased numbers are expected from 15th June when more parents will be expected to return to work.		

It was reported that there has been a calm atmosphere in school and enough staff in school to ensure breaks. As a result of reduced numbers, each group could have their own room, reducing the risk of contamination. Midday supervisors are coming in at lunchtime which provides relief and support for staff. Some support staff are working with more than one 'bubble' – the school is following LA guidance of allowing 24 hours between these contacts. How are children coping with social distancing? Very well. Desks are separate and the largest group outside has been 11 children so it has been possible to just remind them. However, it was pointed out that government guidelines acknowledge that children cannot maintain distancing so this is encouraged rather than enforced. Parents have responded well to the new systems – no more that 4/5 at a time when dropping off. The one-way system is working well – may look to continuing this after lockdown. The school continues to keep parents informed – the challenge is that there are effectively three groups of people who are being addressed and it is difficult to pitch information at these disparate groups: • R/Y1/Y6 parents who are sending children in; • R/Y1/Y6 parents who are not sending children in; • Y2/Y3/Y4/Y5 parents who cannot send their children in yet. A Teams meeting is held each Monday for staff and an assembly, led by AS from his office, communicated to individual classrooms. The Risk Assessment (14/15 pages) is constantly under review and has already been adapted e.g. staff squirt handwash onto children's hands and then send them to wash, reducing the numbers touching the handwash; each time the class telephone is used, it is wiped over. Water bottles (provided by the children) are refilled from a jug by staff – water fountains are out of use. The cleaning schedule shows the caretaker and 2 cleaners have their own areas and equipment – with Wednesday and Friday 'deep cleans'. LA is providing emergency PPE equipment for First Aid use – this is held in the Art Room. Each classroom has its own hand sanitisers and eye protection. Staff have been encouraged to take advantage of free online training in Health and Wellbeing provided by Hays. This is modular and optional. It was acknowledged that the detailed and comprehensive planning has clearly paid off and plans are working well. How are staff coping? Staff governors reported that there was some nervousness initially but the atmosphere in school is calm, peaceful and welcoming. The older children are playing well – sitting chatting, chasing (at a distance) and responding well to encouragement to stay apart. The younger children are not expected to stay apart but they are washing hands between each activity. Staff are following instructions not to intervene when children do not follow instructions to protect themselves – any child who struggles with this has to go home.		
Safeguarding: Government rationale for re-opening schools to more children is to allow vulnerable children to access education – these are children with an Education Care Plan or involvement with Children's Services. Of the 18 identified vulnerable children at Bishopton, only 9 are attending (and this is not every day).		

Core meetings are being held via Teams so the situation is being monitored but parents are not engaging and choosing not to send their children in - there are 5 who are not heard from regularly. There has been increased contact with Children's Services as time has gone on – reflecting the challenges at home. HH is in contact with 20 identified families weekly and all are responding in one way or another. Parents report that their children are finding it hard to engage in schoolwork at home. Much work will be required to support their mental health. It was pointed out that the virtual safeguarding meetings are a much better use of time and it would be good if this continued.		
Finance (SA): <i>(see papers provided and circulated prior to the meeting)</i> A meeting was held on 22nd May with TP/Ask in attendance to discuss the budget submission. Some savings were found (£4000 on asset insurance) and adjustments made. How has it been possible to make such a large saving on insurance? This is a like-for-like policy now through the DfE. It was pointed out that the 2020-21 figure is based on 30 intake, whilst the 2021-22 is based on 35. Currently 25 children are confirmed for Sept 2020, with a possible additional 9. However, there are some children leaving. Best estimate for Sept 2020 is currently 219 - budget is based on 225. (There is potential for 30 children to come from the new housing development). The potential deficit for 2021-22 is £106,340. In response to the question of what level of deficit the LA would accept, the figure of £50,000 was presented, which leaves the school needing to make savings of £56,000. Increased numbers could result in an additional income of £30,000 . It was made clear that budgets can change very quickly. However, plans for savings need to be considered at this stage. Ideas for raising money had been the focus of the meeting held on 18th May, with two ideas to be explored further: • Lettings • Pre-school provision It was reported that 2 schools in Stratford offer pre-school provision on site – Bridgetown Primary and St Gregory's RC Primary. The LA guidance states that, in order for a school to put pre-school provision in place, community need must be established and any current provision on site must be considered – there is an independent provider on the site at Bishopton. It was suggested that contact be made with users on site, and the wider community, to establish the needs for which Bishopton Primary could provide. It was agreed that a letter would be prepared and approved by Head/Chair. It was also suggested that a governor who lives in the local area be appointed to lead on engaging with the community. AM has declared an interest linked with the Community Centre so was ruled out on this conflict of interest. Proposal – TP to be appointed Lead Governor for Community Engagement Proposer – Ask Seconder – SA Proposal carried unanimously. Governors were asked to indicate their approval for the budget submission – carried unanimously.		

AOB: TP reported that there is a serious and concerning drugs situation in Bishopton that has become worse since lockdown. Evidence of drug taking and discarded equipment have been found on the field where children are playing. Police have asked to be informed of any sightings. Governors were asked to look at the suggestions from the meeting on school presentation held on 18th May and bring back comments and observations to the next meeting. 6.45pm Chair thanked staff governors for all their hard work and asked them to leave the meeting.		
Confidential item (see separate minutes)		
Meeting ended 7.45pm Next FGB Meeting: 9th July 2020		
Minutes agreed		
Signed: S. Abercrombie	CHAIR OF GOVERNORS	Date: