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**Minutes of an Extraordinary Virtual Meeting of the Full
 Governing Body
 Thursday 27th August 2020 at 7pm**

Due to COVID 19 virus, virtual meetings will be held for the foreseeable future.

The meeting opened at 7pm

Item	Discussion	Action
	<p>Present: Catherine Archard (CA) (Associate Member) The Rev. Elaine Bardwell (EB) (Foundation), Chair Chris Brewer (CB) (Local Authority), Vice Chair Hal Drakesmith (HD) (Foundation) William Hogg (WH) (Parent) Simon Jones (SJ) (Co-opted) Rosalind Owen (RO) Head Teacher Lydia Robinson (LR) (Foundation) George Southcombe (GS) (Foundation) Tara Lynch (TL) (Parent) Lynden Guiver (LG) (Foundation) Barbara Smith (BS) Foundation</p> <p>In attendance Judy East (JE) LA Clerk</p>	
1.	<p>Welcome, apologies and quorum EB welcomed everyone to the virtual meeting.</p> <p>Apologies for absence were received and accepted from Freda Hughes (Foundation), Judith Davies (Staff).</p> <p>The meeting was quorate.</p>	
2.	<p>Declaration of any urgent business There was no urgent business.</p>	
3.	<p>Declaration of business/pecuniary/other interests in agenda items None declared. The Register of Interests is on the website.</p>	

1

Signed Date

4.	<p>Minutes of the meeting held on 2nd July 2020 Minutes of the meeting held on 2nd July were approved.</p>	
5.	<p>Matters arising from the Minutes of 2nd July 2020 (i) <u>Class Sizes/Safeguarding</u> : See item (6) Headteacher Report. (ii) <u>Roof</u> : RO reported that the roof was inspected but there has since been a leak in the Catherine Wheel Centre – it is unclear at the moment how much damage there is but it is in hand. (iii) <u>Attendance</u> : An analysis of attendance during partial opening showed that the attendance of BAME children was less than that of other children. This will be discussed further by Curriculum Committee. Important to note that a number of our children do not speak English at home, which, for some, has implications for their academic progress. The link between low attendance and progress was also noted.</p>	
6.	<p>Headteacher Report (i) <u>Staffing</u> : Kylie and Julia have both had their babies, little girls. The Y2 TA has resigned; he is a great loss to the school. This post and reduction in other staff hours will be filled through recruitment in early September. (ii) <u>School roll</u> : It is not yet known how many children will be in each class. The census will be done in October and, if pupil numbers are reduced, there may well be an impact on future funding. However, the budget is healthy (iii) <u>Church use of school on Sundays</u> : RO will be speaking to the Church after this meeting. (v) <u>Safeguarding</u> : RO has been attending safeguarding meetings over the summer, including for child protection.</p>	RO
7.	<p>Planning for Autumn Term (i) <u>Risk Assessment</u>: The Risk Assessment is on the school Website. Noted that a lot of the practices are the same as the previous Risk Assessment but have been expanded to reflect bigger class sizes. A deep clean of the school has been done this week. Q. <i>Do staff know what to do if someone feels unwell during the day?</i> A. Instructions are not to close the class down but to move the person straight out and send them home and then to move the class into the Hall while the classroom is being cleaned; we tell them follow latest government advice, which is currently to self-isolate and get tested. Q. <i>What if there is a positive test?</i> A. RO will follow the latest Public Health England advice. Q. <i>It seems rather vague</i> A. The thing is, do we go our own way or follow central or local advice?</p>	

	<p>HD said each school is individual and will be relatively school specific – but should school implement their own decisions about what RO thinks is best for the school – obviously RO knows the school best. It is important to customize the response.</p> <p>Q. <i>But does that leave us open to any kind of action for not following advice?</i> The guidance does not make clear where ultimate responsibility lies. As we know our staff and families we might be able to make a more nuanced judgement.</p> <p>EB commented that she was minded to say to RO and the staff that they should take the measures they think are appropriate for that family and that class, which might cover more things than Public Health England say. RO described responses to children displaying possible symptoms during partial opening – advice was for children to go home and seek testing.</p> <p>Q. <i>How would parents be informed of a positive test?</i> A. By Parent Mail.</p> <p>Q. <i>Can we advance from just JD being able to use ParentMail?</i> A. Yes.</p> <p>Q. <i>What if they children in more than one class needs to go for testing?</i> A. People are getting tested much more readily so we would know more quickly. EB added that school must wait for the results of tests.</p> <p>Q. <i>Would it be possible for all school staff to be tested regularly?</i> A. It would be useful, RO will investigate.</p> <p>Q. <i>What is the policy in other schools?</i> A. Cherwell Partnership Heads are meeting next month, and RO can e-mail to check.</p> <p>Q. <i>Do you have a set of criteria for when you would close the school and when you might have to go further?</i> We would follow local Public Health England advice. If there was a significant outbreak this might occasion the closure of the school.</p> <p>Q. <i>What about siblings?</i> A. As part of the family unit, siblings would be expected to isolate. The irony is, in comparison to partial opening, people will be coming back on 2nd September returning from holidays all over the world so the risk is higher.</p> <p>Q. <i>Could you clarify what different Year Groups will do at play-time?</i> A. Reception will use the Reception Playground area, sharing with Pre-School at separate times. Y1 has their own Playground. Year 2 will</p>	<p style="text-align: center;">RO</p>
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	<p>use lower playground area exclusively. Years 3, 4, 5 and 6 will have the Field and Climbing Frame, or the Playground, and they will be separately bubbled; they have their own play equipment outside.</p> <p>Using the wider John Garne Way gate works, with no bottle neck. GS commented that he thought it worked very well, although the question is what will it be like when Oxford Brookes is in residence? RO said she will ask parents to wear a face mask and if a member of staff or child wants to wear a mask in school they can – RO will let parents know.</p> <p><i>Q. Have we got any children with limited hearing?</i> A. Yes, staff working with them should not need to use a face mask.</p> <p><i>Q. How will SMASH work?</i> A. Some parents really rely on this. This will require some bubble mixing. It will run outside as much as possible and in the Hall with as much social distancing as possible.</p> <p><i>Q. It is surprising that the Church Group on Sundays is still going ahead</i> A. It shouldn't be going ahead. EB said it is not appropriate for any group to use the school (at this time). RO will take forward.</p> <p><i>Q. Have we got adequate provision to PPE?</i> A. Yes. RO confirmed there is plenty.</p> <p><i>Q. How will ventilation work in Winter?</i> A. By putting coats on – we have to have windows and doors open.</p> <p><i>Q. What about if the boiler breaks down?</i> A. If there's a breakdown it's usually dealt with very quickly. But if it was unbearably cold we would normally ask parents to take the children home. We will be reasonably liberal about what children wear ie. modified school uniform.</p> <p><i>Q. What is the plan for children who don't appear next week?</i> A. We will see who comes in on Wednesday. Every child who is expected but doesn't appear will be chased.</p> <p><i>Q. What if a parent says they are not happy because it is too soon?</i> A. The question will be "How will your child be educated?". We have a problem with teacher workload if a teacher is asked to teach a class all day, coping with emotional needs, and also provide for children at home.</p> <p><i>Q. I take the point about staff resources, but what happens if some children are self-isolating at home?</i> A. We are obliged to provide them with an alternative, the format of which is still to be confirmed.</p>	<p>RO</p> <p>RO</p>
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	<p>Q. <i>Re 'flu vaccine – it was very late last year....</i></p> <p>A. The school nurses contact us with dates for administering to children. School will arrange the vaccine for all staff who want it.</p> <p>(ii) <u>Procedures in case of infection in school</u> : RO confirmed that everything the Government has asked to be put in place is in place.</p> <p>Q. <i>Can Governors be informed quickly if there are any problems?</i></p> <p>A. RO will inform Governors via Governor Hub.</p> <p>(iii) <u>Curriculum</u> : Details will be discussed by the Curriculum Committee and more detail brought to next full governing body meeting.</p> <p>(iv) <u>Arrangements for possible distance learning</u> : RO confirmed that the school now has the capability to use Google Classroom, which means inter-action between children and teachers can be better. All teachers have had training and children will be trained in the first half of term. Contact will also be made with families who haven't completed the survey about their computer facilities. In the event of another lockdown, efforts will be made to keep as many children as possible in school, particularly the most vulnerable. RO said she it would be a good idea to contact local businesses to see if they can provide any old laptops items which could be converted into chrome-books to help families with limited resources and will discuss with school's IT support to see what can be done.</p> <p>Q. <i>Are there many households without any IT?</i></p> <p>A. From the survey, there are families where 2 or 3 people are having to share a device. Some families only have a phone. When the children come back we can speak to them about what were using in lockdown.</p>	<p>RO</p> <p>RO</p>
8.	<p>Governance Arrangements for 2020-21</p> <p>(i) <u>Meetings</u> : There is a list of dates for 2020-21 and meetings will continue on Zoom. Noted that JE is unable to clerk the meeting scheduled for 29th April so this needs to be re-arranged (item for next FGM Agenda).</p> <p>(ii) <u>Vice-Chair</u> : CB indicated that he wishes to stand down as Vice-Chair. The next meeting will elect Chair and Vice-Chair; EB asked Governors to think about putting themselves forward.</p> <p>(iii) <u>Policies</u> : RO reported that a number of new and revised Policies are in the folder and asked Committee members to read before the next meeting.</p>	<p>Next Agenda item</p> <p>All Governors</p> <p>All Governors</p>
9.	<p>Date of Next Meeting Thursday 1st October at 7 pm.</p>	

The meeting closed at 8.25 p

5

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