

THE GOVERNING BODY FOR FRIERN BARNET SCHOOL
MINUTES OF THE MEETING HELD ONLINE (VIA TEAMS)
WEDNESDAY, 10 JUNE 2020

MEMBERS:

CO-OPTED GOVERNORS

- * Ms Ann Woodhall (Chair) (WLA)
- * Mr Martin Christie (CEM)
- * Councillor Barry Rawlings (RSB)
- * Ms Niki Savva (SAN)
- * Ms Charlotte Fergusson (FNC)

PARENT GOVERNORS

- * Ms Olga Glazer (GRO)
- * Mrs Joanna Goga (GAJ)
- * Mrs Sangeeta Kerai (KIS)
- * Mr Nishad Gudhka (GAN)
- * Mrs Tracy Ward (WDT)

LA GOVERNOR

- * Councillor Anne Hutton (Vice-Chair) (HNA)

STAFF GOVERNORS

- * Mr Simon Horne (Head Teacher) (HES)
- * Mr Jerry Arnull (ALJ)

* Denotes members present

NON-VOTING OBSERVERS PRESENT

- Ms Kathryn Poynting (Deputy Head Teacher) (PGK)
- Ms Paula Donaldson (Business Manager) (DNP)

IN ATTENDANCE

- Mrs Jane Canavan – Clerk (CNJ)

20/25 WELCOME & INTRODUCTIONS

The Chair welcomed everyone to the virtual meeting.

20/26 APOLOGIES FOR ABSENCE

None – all present.

20/27 DECLARATION OF PECUNIARY INTEREST

None.

20/28 OPENING UP THE SCHOOL FOR Y10

The Chair explained the decision to open the school is operational and should be taken by the Head Teacher and SLT. The responsibility, however, for these decisions rests with the governing board as an entity. The governors, collectively, should judge the robustness of the judgement. She emphasised governors would not be held individually liable for decisions made and they should work within the parameters set by government.

20/29 REOPENING SCHOOL TO Y10

HES thanked governors for all their messages of support at this time. He said he was overwhelmed by the amount of work that the staff have put in since lockdown. They have been chasing work, phoning home, delivering food parcels, holding celebration assemblies.

Government is restricting the total number of Yr10 students in on any one day to be 25% of the cohort. Each day children will work in two discrete 'bubbles' of about 12 pupils. They will not be permitted to mix with children in school on other days. They will have face-to-face sessions for maths, science and English from Monday to Wednesday. On Thursday and Friday they will meet with teachers of their options subjects. Each group of children will be in school three times over a fortnight. HES said governors should be clear that this is not a substitute for lessons, the sessions are held to help the children with their remote learning.

HES said staff have tried to contact all Y10 parents. 10 families have not responded. He said 60 children would be coming into school in the week commencing 15 June.

The school has made a video to show Y10s what they have done in school in preparation for their return. He added they have had 13 children in school who are either vulnerable or whose parents are key workers. HES will make the video available to governors.

PGK said they have had two faculties in school on each day. It had been a long time since teachers had met with members of their faculty and they socially distanced in the school hall. Teachers had to pick out the key points around social distancing and what their class would look like. Most people were assured by the risk assessment and most questions staff had thought of had been addressed in the risk assessment. ALJ said he thought that everything was made clear to staff, the risk assessment was comprehensive and everyone seemed raring to go.

COVID 19- OPERATONAL RISK ASSESSMENT (RA) FOR SCHOOL REOPENING

(This document had been emailed to governors)

WLA said they would go through the RA page by page for comments and queries.

- 13. – Risk of transmission: WLA asked if children would stay in their bubbles over the lunch breaks. HES said that they wanted children to stay in their bubbles in the main. However, for options subjects they would have to mix. Apart from that there should be no-one else they come into contact with.
- 12. – Amend to Crescent Road
- 10./13. – FNC suggested the risk rating should be the same. HES said that if the school did nothing about it, the risks are high but the school has put things in place to minimise them.
- 19. – WLA asked when the lidded bins would be in place. DNP said they had arrived that day.

- 24. – **WLA** asked how the queues for toilets would be managed. HES said in any one day there would be two cohorts of 12 children each. Only 4 children would be allowed in at any one time. SLT would be on duty during breaks. SLT would carry a walkie-talkie and there would be other staff on hand.
CEM asked if there would be frequent checks on cleanliness/wiping seats down, etc. DNP said the caretakers would be regularly wiping seats down in the toilets. They will also be wiping down outside tables. There is a large quantity of disinfectant spray in school.
- 29. – **WLA** asked if they had identified an area outside where they could meet parents. HES said he didn't envisage a difficulty with having a meeting with a parent outside.
- 30. – HES said that they had managed two contractors on site so far – all went well.
- 34, 35, 36 – **FNC** noted a lower impact score for children and she thought the impact would be the same for both teachers and children. HES said by and large the adults were more resilient. He said that the children were finding lockdown particularly difficult but suggested it could change.
- 39. – **WLA** asked how the school would deal with infection transmission. HES said this is dealt with in the Addendum to the Safeguarding Policy. The child would be isolated in the medical room. (Member of staff wears full PPE.) The child goes home and isolates for 14 days. Public Health England's local health protection team will deal with track and trace measures. **Later: Clarification for isolation in the first instance changed to 7 days.**

WLA asked how long it took to get results of a test. HES said a member of staff was tested at a regional test centre and received the result within two days. Speed is very important for people coming back into school. **CEM** asked if children get tested and it comes back positive for the virus does the whole class have to self-isolate for 14 days? HES said he thought the answer to the question would be 'yes'.

HES said beginning week commencing 15 June, some of the Y10 cohort would be starting back at school. **KIS** asked if they had made any referrals to MASH and, if so, were they responding? HES said that Jim Robinson, Safeguarding Lead and his team had made about 3 referrals and they were also trying to visit some families but there were some they hadn't been able to contact.

WDT asked about plans for Y6 transition. HES said they were making plans for a virtual transition experience.

WLA said she thought the risk assessment was very good and comprehensive and asked if it was standard for all schools. HES said the LA supplied the template.

COVID-19 ADDENDUM, INCLUDING CHILD PROTECTION AND SAFEGUARDING

(This document had been emailed to governors)

WLA confirmed that Anne Hutton should be added as governor lead for Safeguarding.

12.2 Outside School

FNC asked what the procedure was for dealing with children at risk of harm. HES said that each head of year contacts home every two weeks. The vulnerable children are contacted every week either by Theo Josif or the SENDCo team. There is also contact via Firefly Children can message teachers and teachers can message children. There are also 20 children who are receiving food parcels and there are also children who are vulnerable for one reason or another. This is about 100 for FBS and Theo contacts these weekly.

WLA asked how the addendum would be circulated to parents. HES said they would be sending the website link out to parents.

CEM said a risk assessment is an ever-changing document and he asked how changes would be disseminated to staff and parents.

HES said the governing board should meet again towards the end of term and look at changes being made.

WLA said they would be having another meeting early in July.

HNA wondered if there could be a shortened document to make it more accessible to parents. HES said that PGK had produced a PowerPoint document for staff and she has also turned it into a student version. He said they will upload this and the video onto the website.

SAN asked if they would be going through the safety measures with students when they came in. **HES** confirmed they would and he said that they might change things once school has re-opened. He added that the school was in regular contact with governors and there should be another meeting before the end of term to go through any revisions to the core documents.

FNC expressed her thanks to **HES** and all the staff for the extra work and planning over the last months.

WDT – Y6 transition. **Jim Robinson** sent through a good virtual tour. She asked how many children might be making use of public transport, bearing in mind the severely restricted numbers allowed on buses. She added there is talk of children having to pay on a bus.

HES said payment for children has been muted. It hasn't yet started. **HNA** said she has asked the question to the Council but she has not been given an answer when this is due to start.

Children will know they must wear a mask on a bus but they are not expected to wear them in school. He added they were going to start each morning at 9.30 am to give staff and students as good a journey as possible.

WLA asked if they had told the parents how the children should come to school. **HES** said they would encourage walking or cycling. Some parents will want to bring children by car and they try to discourage the use of Hemington Avenue and parents are asked to drop off in Crescent Road.

WLA said she would echo what **FNC** said and wanted to thank the school for the hard work they have put in to open the school up.

20/30 FINANCE UPDATE

DNP said she had been asked to give a brief verbal update on the school's finances. She said they were 2.5 months into the financial year and the majority of spending is on staffing. They are on track with the budget and they continue to pay the staff. Invigilators and any casual staff that would have been expected to work will receive 80% of their normal pay. The school has had to continue paying for traded services and the government's public procurement note, such as cleaning contractors and the canteen with a contribution towards free school meals. This is to enable these companies to remain viable. **DNP** said this has not created a school 'slush fund' and there is no great reserve of funds.

HNA asked if the school would have to repay any budget funds back to the LA. **DNP** said the funds have been allocated to the school and they would not have to pay anything back.

GAN asked why the school was paying casual workers and invigilators because they are not supplying a service. **DNP** said this was a government recommendation that the school pay these people what they would have received should they have been working. This is a goodwill gesture. **HES** said that they could have said no, but they feel this is the right thing to do.

GAN asked what was happening about school trips. **HES** said they have cancelled the July trip and it has been transferred to next year. The school will refund the deposits paid this year.

SAN asked if there would be a rebate on exam fees now that children are not sitting GCSEs this year. **HES** said this would not happen.

20/31 ANY OTHER BUSINESS

HES said it looked likely that a bid the school has made would be successful, relating to re-engaging children at risk of permanent exclusion. Thanks to **GAJ** and **FNC** for their input.

CEM asked if at the next meeting they could have some information about how the other year groups are getting on and whether they will need to provide for online teaching in September.

WLA said they would be discussing this at the next meeting.

SAN asked if the school had received any laptops.

HES said they had put in a bid for 20 laptops, which was successful. They are still waiting for them.

20/32 DATE OF NEXT MEETING

WLA thanked **HES** and **SLT** for their hard work and everyone for attending ; there will be a meeting in July. Date to be arranged.