

Heathwood Lower School
Minutes of the Full Governing Body Meeting
Held on Thursday 14 May 2020 at 5:00pm
(virtual meeting using Google)

In attendance: Susanne Dove (SD) Headteacher
Paula Bangs (PB) Co-opted Governor(Chair) Rose Gunter (RG) C-opted
Governor
Hayley Fitch (HF) Co-opted Governor
Elaine DiCocco (ED) Staff Governor & Assistant Headteacher Paul
Dicker (PD) Staff Governor & Assistant Headteacher Beth Sedgwick
(BS) Parent Governor
Jonathan Young (JY) Parent Governor
Sarah Sandiford Clerk

No Item Action 1.0 Welcome and Apologies for Absence

PB welcomed everyone to the meeting, which had been moved from 13
May due to a delay in holding an LC2 Head teachers meeting.
Carol Wyatt would join the meeting technology permitting.

2.0 Declaration of interests

There were no declarations of interests for the meeting.

3.0 Possible school re-opening

SD firstly gave an update in respect of the key worker provision,
currently operating from the hub at Vandyke Upper School. Numbers
attending had increased, with 8 attending on some days. Next week
would be the final week at Vandyke, with provision returning to
Heathwood from Monday 1 June. It was anticipated that the return to a
familiar site would result in a further increase in numbers attending.

SD was unsure about provision during half term – CBC had been
contacted to see if they were organising holiday provision. If not,
Heathwood would offer provision.

In light of the new guidance issued by Government on 11 May, LC2
Head teachers had met but unfortunately been unable to reach
agreement regarding provision from 1 June.

SD advised that the first priority would be children of key workers as
well as vulnerable children/children with EHCPs. A text had been sent to
parents to try to get an idea of indicative numbers. Somewhere between
20-40 children were anticipated to want provision. At 10 children per
classroom, this could require up to 4 classrooms.

Governors questioned whether both parents had to be key workers to
access provision; only one parent had to be a key worker.

The number of pre-schoolers had risen from 3 to 6 and therefore these
children would be in the preschool. Two pre school staff would be
needed to adhere to ratios. Provision would be for a maximum of 8
children if all aged over 3 years (under 3s required 1 adult per 4
children).

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It was intended to keep vulnerable/EHCP children together.

SD had circulated a draft risk assessment to Governors in advance of the meeting. This was based on the new Government guidance about keeping children in groups to minimise risk (in recognition that social distancing was not going to be possible for young children) One suggestion was to keep house teams together as this would ensure siblings were together.

A text had been sent to class R and 1 parents to assess interest in a part time timetable. Potentially, two groups (house teams) could attend on a Mon and Tues, and the second two groups on a Thurs/Fri, with a deep clean on a Weds. Separate resources would be needed for each group. Soft toys and soft furnishings had to be removed as these could not easily be cleaned.

Governors asked a number of questions about health and safety, practical considerations and likely interest from parents. Parents had been asking lots of questions but it was difficult to respond until potential numbers were known. It was noted that this would not look or feel like normal school. The intention would be to follow the same timetable as children being home-schooled.

It was suggested that Governors draft a letter for parents. This was agreed to be a good idea and Beth agreed to create a draft.

Governors offered to do a health and safety inspection with SD to that a final decision could be made about the viability of re-opening after half term. PB and JY to meet SD at 10am on Thursday 21 May.

It was noted that the school was struggling to get cleaning supplies and was trying some new sources as well as seeking support from CBC.

Governors asked a number of questions regarding transition of year 4 children to

middle schools, the potential for an increase in Pupil Premium children, lunch arrangements on re-opening, dropping off and picking up arrangements and whether staggered opening/closing times would be practicable and school transport.

CBC and Andrew Selous MP had been lobbied about whether year 4 and 8 should return to school as the transition years in a three tier school system.

Concerns were expressed about potential confusion for EHCP children and PD would be calling those families to discuss a potential return to school.

4.0 Staffing matters

SD advised that following the slight amendment in definitions by Government, there was no staff members deemed “extremely clinically vulnerable” but a number “clinically vulnerable”. This group should work from home ideally but if not possible, had to be offered the

BS

PB, JY, SD

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safest possible work from school.

It was unknown whether there would be enough available staff to manage the different groups of children separately. If anyone did show symptoms and self-isolation was necessary, there would definitely not be enough staff.

Some staff were not clinically vulnerable but were anxious and reluctant to return to school. This was a difficult situation in which HR advice would need to be followed.

It was noted that teaching unions had expressed strong concerns about the potential re-opening of schools from 1 June.

SD stressed the amount of work and number of hours staff had been working from home, without complaint. A lot of work had been undertaken, but there were limited to how much could be done remotely.

Governors asked SD about her own health. SD advised she had been given an inhaler and was anxious about potential risk, but felt a responsibility to be present at school.

5.0 AOB

SD advised that all families had been telephoned in the last week and this has been very positively received, with lots of lovely conversations and work subsequently being emailed in to the school. There has also been a positive response and take up on the TTRockstars app.

SD advised the governors of some limitations of the “White Rose” maths programme and it was suggested that Twinkle or Bitesize be used instead.

RG asked a number of practical questions. Outside toilets would be closed, outdoor play equipment would be cleaned between groups accessing it, there would be no breakfast club or afterschool club and no external lettings.

Governors thanked the Headteacher and all school staff for everything they were doing in the difficult circumstances.

It was agreed to hold a next meeting at **5pm on Thursday 21 May**, following the health and safety inspection relating to COVID-19.

6.0 Close of meeting

The meeting closed at 6:50pm.

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