



MAYFIELD PRIMARY SCHOOL

**Meeting of Governing Body
Thursday 21st May 2020 at 6.00pm via Zoom**

Attendees:-

- | | |
|-----------------------|-------------------------|
| Anna Chaudhri (Chair) | Poppy Garrod |
| Sarah Stepney (Head) | Jake Holt |
| Paula Ayliffe (Head) | Jane McHugh |
| Judith Greenwood | Anthony Rayner |
| Jo Sharpington | Luís Faria |
| Halina Konopacka | Jim Thorpe |
| Anne-Laure Wagstaff | Avi Bhangaonkar |
| Clare Bartlet | Louise O’Gorman (Clerk) |

		<u>Action</u>
1.	<p><u>APOLOGIES FOR ABSENCE</u></p> <p>There were no apologies. All governors were present.</p>	
2.	<p><u>DECLARATION OF INTERESTS</u></p> <p>There were no interests to be declared.</p> <p>Jake has attended union (NEU) meetings regarding the current situation with schools. This was not considered a conflict of interest.</p>	
3.	<p><u>SCHOOL ARRANGEMENTS FOR EASING LOCKDOWN</u></p> <p>Sarah shared on screen the letter to parents intended to be issued the next day (Friday 22nd May) by 5pm. Some last minute amendments needed to be made due to new guidelines which had just been issued. The letter will need to be agreed by the LA before being issued to parents.</p> <p>The letters mentions all aspects of the school reopening including:</p> <ul style="list-style-type: none"> • the set-up of the school building and an explanation of the ‘bubble’ set-up, • hygiene, • catering arrangements, • the curriculum, • clothing and what a child will need in school, • guidelines on managing symptoms and infection, • collection and drop off arrangements, 	

- school day times for each year group.

Parents are requested to contact the school via email to say whether they intend to send their child in or not. A deadline was given for this. Parents who have not made contact will be phoned after the deadline.

Q. Symptoms – where did they get the information for the symptoms from? Is it up to date?

A. It was taken off the Government website.

Q. Do we need to add that the symptoms should include anyone so affected in the household also?

A. Yes this is a good point and will be added.

- The Heads explained that we do not have enough room in the school to accommodate all children in Reception, Year 1 and Year 6 safely, if everyone were to send their child into school.
- Until we know how many children will attend, we cannot plan how many teachers are needed in school. At present we think about 55% will attend, according to the results of a survey we sent out.
- Not all children will have their usual class teacher in their bubble as they will need to be allocated where needed and no one can be moved from one bubble to another.
- Once a parent decides their child will attend, the child is allocated to a bubble and will stay in that bubble at all times. Extra children cannot be added to the bubbles.

Sarah shared on screen the plan of school with the allocated zones and bubbles and a chart, explaining what we are doing to keep Mayfield safe.

Governors gave one or two suggestions to improve the layout and add or tweak information.

Q. Do you take the children's temperature when they arrive at school?

A. We do currently – We don't have enough thermometers in school to take everyone's temperature and cannot get anymore as they are not available.

Q. Who is responsible for taking the temperature of the children?

A. The first aider in each bubble will be. Staff will have training on how to do this safely on Monday 1st June, when only staff are in school.

Q. What has the government changed which meant we could not inform parents of the plans earlier?

A. The date that they are getting the scientific evidence was to be the 28th, but it is now the 22nd.

The Government has stated priority of children returning to school:

1. FS
2. Y1
3. Y6

There are some mixed views into the reasoning of this. There is evidence Reception and Y1 are less likely to pass on the virus and less likely to catch it. Other years are more able to learn at home, and Y6 are able to social distance better than others. They also have the transition to secondary school in September to consider.

Q. Should we mention that if there is someone vulnerable in a household the child should not attend school?

After some discussion it was agreed to include a note that families in this situation should seek advice from their doctor.

Q. Will the LA keep us updated on local cases?

A. They are hoping to introduce tracing soon which will help with this.

Q. How will staff that have families cope with family life and working?

A. Staff are keyworkers so can send their child to school when they are in school.

No staff have said they do not want to return to work when we re-open.

Paula talked through staffing plans for re-opening:

- No staff are doing half days. If a member of staff would usually work a half day their hours have been compacted to full days at the beginning or the end of the week. All staff are completing their contracted hours. Extra hours have been put in for a cleaner to work longer days.
- Teachers will get their PPA time.
- In this model we cannot welcome more year groups in. If more years need to join at a later date we will have to introduce a staff rota.
- Cleaning will be done in the last half hour of the day. The school day for pupils has been shortened to reflect this. Staff will be shown how to do a thorough clean safely on the 1st June.
- Each bubble will have their own cleaning supplies to avoid crossing over bubbles.
- A cleaner is in most of the day and will clean tables and the toilets at lunchtime.

Q. What do you think the emotional impact on children will be, as they will want to be seeing their friends?

A. They will still see and be able to talk and play with each other, even with social distancing.

Q. Is the school open over half term?

A. One child only is booked in but (s)he can probably go to the community hub. Bubbles will need to be organised in half term; Kate and Paula will be in school doing this and the admin staff will be needed to monitor the emails and call families that have not made contact by the deadline.

Q. How will we manage the SEN children's needs? Do we have a contingency in case a child is not adapting?

A. Surge and Ann are attending a training session on this and each child is being individually risk assessed so that strategies, zones, routes and spaces can be organised. This is why there are extra TAs in year 1.

Q. Vulnerable children who are not in Rec, Y1 and Y6 - do we know numbers and whether we are at capacity?

A. A survey was sent out to parents and plans made around those numbers gained from the responses. Vulnerable children; most are in school already as they are eligible.

Q. Can we accommodate vulnerable children in years 2,3,4,5?

A. Yes, we are already doing so but some do not want to come in. We have been and remain regularly in contact with families. The relationships that have been built between vulnerable families and the school are positive. Teachers are tracking families and social services are happy with what we are doing.

Q. Are children being discouraged from wearing gloves as well as facemasks?

A. We can add 'gloves' in to the letter.

Q. How do we enforce the bubbles?

A. We will have to try our best. Children will not be passing in the corridors. Playtimes, lunchtimes and time spent outdoors is staggered. There will be consequences if a child purposely crosses a bubble.

Q. What approach will you take with the children's anxieties about what is happening and returning to school?

A. There will be worries amongst the children. CCI are doing art therapy days allowing them to access their feelings. Teachers will be completing Spirals style questions and talking to the children. Some year groups have already completed work on what is happening.

Paula read through the results of the parent survey sent out to. 304 families responded out of 400. Many pages of positive comments have been collated, and will be kept.

Q. Are there TAs that cannot come in?

A. 3 or 4 TAs, 6 or 7 staff altogether. They will be completing more of the online role and helping with tasks at home.

Q. Parents that do not respond to the letter stating their intentions; what will happen?

A. They will be phoned so that we have an answer, as we cannot have children just turning up on the 1st June.

Anna will contact parents in a letter from the governors saying that we are following the advice given and apologise for any delay. With so much information being sent out currently she did not want to burden them with more or cause any confusion.

Q. Will the start and the end of the day be the same time for all year groups? Surely they will just mix the other side of the gates?

A. There are 3 different entrances being used. Each zone is allocated a gate. We will review the timings so that they do not clash.

Q. Is the guidance the government has sent out statutory?

A. We are only following guidance from the LA currently as Government advice is not yet statutory.

Q. What if there is a second wave of Covid-19?

A. Jonathan Lewis, at the LA, is looking into this and will let us know.

The governors looked at the Risk Assessment for re-opening which had been circulated that afternoon, after amendments had been made. This risk assessment was issued by the LA and adapted appropriately.

- The number of children in the community room will be changed from 15 to 9.

	<p>Q. Should we close a bubble if someone is showing symptoms instead of waiting for them to test positive? A. The symptoms in children can be vague and lots develop colds and coughs which are not related to Covid-19. We would not close the bubble unnecessarily. Schools have a telephone number to call if they suspect a case and the parents do not get in touch. This number is only for the use of schools.</p> <p>Q. What is the advice for Reception play equipment? A. Outside equipment with a rough surface can be left safely overnight. Inside toys with a smooth surface should be washed in hot soapy water frequently. No water play.</p> <p>Q. If staff or pupils live with a vulnerable member of the family? A. Guidance states they are required to socially distance; they do not have to stay away from school.</p> <p>Anna asked the GB to familiarise themselves with the risk assessment. Any questions regarding the risk assessment should be directed to Kate. Other questions should be directed to Anna for the time being, to keep lines of communication clear and relieve the burden on the Heads.</p>	
4.	<p><u>ANY OTHER BUSINESS</u></p> <p>Next meeting has been changed to the 10th June when the school will have been using the plan for a week.</p> <p>Q. Do the Heads feel they have enough support from the LA? A. Yes. They having been extremely helpful and have received daily updates from them.</p>	
	Meeting closed at 7.40pm	