



MAYFIELD PRIMARY SCHOOL

**Extraordinary Meeting of the Full Governing Body
Tuesday 11th August at 6.00pm via Zoom**

Attendees :-

Anna Chaudhri (Chair)
Sarah Stepney (Head)
Paula Ayliffe (Head)
Judith Greenwood
Halina Konopacka
Clare Bartlet

Jane McHugh
Anthony Rayner
Luís Faria
Louise O’Gorman (Clerk)

1.	<u>APOLOGIES FOR ABSENCE</u>	Action
	<p>Anne- Laure, Jo and Jim sent their apologies which were accepted.</p> <p>Jake and Poppy were excused from this meeting.</p>	
2.	<u>PLANS FOR OPENING IN SEPTEMBER</u>	
	<p>Sarah Stepney had sent out an Annex to the Safeguarding Policy, updated in line with Keeping Children Safe in Education 2020. Anna had suggested some minor amendments. Sarah will distribute final copy shortly after the meeting. The Governors agreed to adopt the Annex.</p> <p>The meeting had only one other item of business, namely the arrangements and contingency plans for September opening. Louise will distribute all the papers which formed the basis of this discussion after the meeting.</p> <p>The Positive Behaviour and Attendance Policies have been updated to reflect the Covid-19 situation.</p> <p>The Heads shared with Governors their plan for home learning. This is detailed and reflects many of the concerns expressed by parents in their feedback at the end of the term. In particular, some parents had asked for an overview of the learning to be achieved across short periods of time. This is included, as is a timetable for the children’s homeworking activities. The core curriculum will be covered each day, with teacher input and tasks in English and Maths to be uploaded regularly to Seesaw by a daily deadline of 5.00 pm. There will be Science sessions, using the materials from Oak Academy, approved by the DFE. These include convenient fortnightly blocks of learning with clear outcomes. PSHE and Art sessions will also be offered on Zoom. Groups on Zoom will be smaller, to facilitate good teacher-pupil discourse.</p>	<p>Louise</p>

Parents will be sent a Zoom protocol. Now that the school has run some sessions on Zoom, certain issues have emerged that need to be approached in a controlled way and the protocol and smaller groups will help with this.

School appreciates that some families may have more than one child at home, in which case the proposed timetable may not work. The Heads will intervene in such cases, to work with parents to devise a workable scheme.

The survey at the end of term elicited a response of about 150 households, significantly fewer than an earlier survey. 75% of respondents said that they were happy with the school provision during lockdown. 25% were only partly satisfied; some said there was too much, others too little, work. It is from this feedback that the Heads have adapted their plan for home learning. The plan is standardised across year groups, to ensure that no year group receives more or less teacher time than other groups.

Learning packs will be prepared in the event of a further lockdown and these will include the required materials for lessons such as Art.

If work is not posted on Seesaw by the daily deadline, parents will be contacted and teachers will monitoring children's work on a daily basis.

If we get a case of Covid-19, we will have to contact the health authority and they will advise us on appropriate measures regarding testing, isolation and locking down parts of the school.

Attendance will be compulsory from the 1st September; if any child is not attending school as expected, parents will be contacted immediately.

One source of criticism going forward may be that 'School X or Y is doing...., so why are we not doing so?' It was agreed that we should take a robust line on this; our plans are approved by the Local Authority and have been carefully designed to work for our school community. We will continue to be flexible and adapt to the evolving situation but we will put the children of Mayfield first and we do not have to do exactly what other schools may or may not be doing.

We are planning the school year as we normally would. Staff training is planned and calendared, as are all meetings. We have updated the School Development Plan and staff appraisal will continue. This will ensure that the year keeps its shape and the school continues to move forward, even under these different circumstances.

It is advised currently that children do not wear masks in school, even if they wear them en route to school. There will need to be safe storage of any masks during the school day. One member of staff will be wearing a mask. We will continue to monitor this position; masks have both positive and negative potential in the school setting. As the year moves into winter where we are much more indoors, we will keep masks under review, in line with current advice.

We have some no-touch thermometers for use by the first-aiders in school. Parents will not be allowed into school but there will be some allocated waiting areas in the playground and at the front of the school. Parent consultations and 'Meet the Teacher' evenings will be conducted on Zoom for the foreseeable future. This may be a useful model going forward, as it suits many parents well.

External providers, eg of Speech and Language Therapy, will conduct their sessions online. This is of benefit to the school, a more efficient use of time.

	<p>When the children return to school there will be a focus on getting some form of baseline assessment for each child, so that school can understand where each child is and where sensible targets need to be focussed.</p> <p>The Behaviour Policy has been modified to reflect the new situation in school. Some children will be risk-assessed in terms of their behaviour, to plan for the safest environment for everyone.</p> <p>To maximise the accommodation and space in school, the SEND and HSU have swapped rooms, to ensure good, safe spaces for the children involved. The rooms have been decorated and adapted to support the children's learning needs. The main challenge in terms of space will arise at lunchtimes. Arrangements have been made for each year group but this will have to be managed carefully, using the designated routes and eating spaces.</p> <p>Risk assessments have been made for some staff, but as far as we are aware, everyone will be in school in September.</p> <p>The additional burden of online working is stressful for staff, particularly those who are less happy with technology. They need support and encouragement. It is a steep learning curve but the DFE has made it clear that all schools need to provide good quality online learning in the event of lockdown. At least we have had something of a 'trial run' in these months and the standardising of online provision should help everyone.</p> <p>We will follow the advice of the DFE and Public Health England but we will also take additional measures to ensure safety, if we deem these to be necessary. Jonathan Lewis at the Local Authority is a trusted support to the school and his advice is extremely good.</p> <p>If Governors see a particularly useful article which applies to schools particularly, they may share it with us but much advice is contradictory, so a cautious approach is advised.</p>	
8.	<p><u>ANY OTHER BUSINESS</u></p> <p>The governors discusses whether meeting should continue to take place on Zoom or whether those who feel comfortable meet in school. It would not be possible to use the meeting room in this situation as it is not big enough, but some meetings could take place in the large hall. However for now it was agreed for meeting to continue via Zoom.</p> <p>Thanks to the whole Governing Body for attending and for all your teamwork and support. Thanks to the Heads for their unstinting hard work in keeping us on track. Enjoy the rest of the summer!</p>	

The meeting closed at 7.35pm

The next meeting of the Full Governing Body is scheduled for Monday 21st September at 6pm via Zoom.