

	Bishop Road Primary School Governing Body Co-Chairs: Mr Dara Ely & Mrs Lorraine Woodward Vice-Chair: Ms Kathie Auton Clerk: Ms Janet Bremner	Address: Bishop Road, Bristol BS7 8LS Telephone: 0117 9030483 Website: http://www.bishoproad.bristol.sch.uk/ Head Teacher: Mrs Gillian Powe Deputy Head Teacher: Mr Joe Emissah
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EXTRAORDINARY GOVERNING BODY MEETING – TERM 6

Held virtually on Monday 1st June 2020 at 6.00pm

MINUTES

Name	Position	Initials	Present	Apologies	Absent
Kathie Auton	Co-opted Governor & Vice Chair	KA	√		
Thomas Barr	Staff Governor	TB	√		
Dara Ely	Co-opted Governor & Co-Chair	DE	√		
Alex Edwards	Co-opted Governor	AE	√		
Joe Emissah	Associate Member (Deputy Head Teacher)	JE	√		
Sarah Gillingham	Co-opted Governor	SG	√		
Sally Lucas	Parent Governor	SL	√		
Gillian Powe	Head Teacher	GP	√		
Cedric Sanguignol	Co-opted Governor	CS	√		
John St Leger	LA Governor	JSL	√		
Justin Vafadari	Co-opted Governor	JV	√		
Rachel Whitfield	Parent Governor	RW	√		
Liang Fong Wong	Co-opted Governor	LFW	√		
Lorraine Woodward	Co-opted Governor & Co-Chair	LW	√		
In attendance					
Janet Bremner	Clerk	JB	√		

Question from the committee	Action	Decision
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ITEM	MINUTE	ACTION
1.	Welcome & Apologies for Absence	
	The meeting began at 6pm. LW chaired the meeting. There were no apologies. The meeting was noted to be quorate. Those present confirmed there were no changes to their business and pecuniary interest declarations.	
2.	Extension of opening - Review School documentation	
	LW confirmed the purpose of the meeting; The extension of school opening is an operational decision, rather than a strategic one. This meeting gives governors the	



opportunity to review and discuss the documentation. In the absence of any unresolved issues, this will enable Governors to confirm and show their support to the Head Teacher and the staff in the decisions they have made. Governors do not need to formally approve the plans – it is more about testing their robustness so that they have the confidence, not only to support the decisions taken, but to be an advocate for them.

School Risk Assessment (RA) & Equalities Impact Statement

It is understood that risks are inherent in the decision for children to return to School. These risks will remain – this is about ensuring that there are mitigations in place where possible and that the level of risk is low enough to allow the school to invite more children in.

JE thanked governors for the comments and questions he had received ahead of the meeting via e mail.

How many children does the school expect to attend in total as a result of the new arrangements?

The school is currently looking at a total of around 410 children once the opening is extended, and it may be more. This is a real step change from the current arrangements and has required substantial training for all staff. From Monday 8th June the children will be taught in fixed groups. Parents and children will be receiving letters about the new arrangements, supported by maps and videos. Provision is being made for soap and water and hand sanitizer in every classroom.

How will drop off and collection work within the constraints of social distancing?

There will be really strict arrangements to ensure space and by staggering times. There may be a smaller number coming in on the first day, then probably one year group at a time. It will not be like school as the children and parents knew it before lockdown.

What is happening about breakfast club and after school provision?

This is not running and there is no capacity for the school to make any additional arrangements. The pick up window has to be managed very carefully as children cannot be kept waiting for long periods. It has to be a tight process.

What happens if a child becomes ill?

They will be supported by a member of staff who is known to them and the process for dealing with them, and especially the PPE, will be explained to them very carefully.

If a child exhibits Covid symptoms they will be isolated – but what happens to their siblings?

At the moment the Department for Education (DfE) guidance does not cover siblings, but it is being added to all the time. At the moment, as the guidance stands, the sibling would only be isolated at school if they were also showing symptoms

How can governors support the wellbeing of staff?

It is important that all staff get a full summer break. Governors agreed that offering any school opening during the summer holidays would definitely not be appropriate.

Will children who are isolating at home get support?

Yes, there will be home learning available but this is being scaled back because staff will be busy teaching the children in school. The school will also offer access to Oak Academy learning.

Does the school have access to adequate PPE?

Yes, there are good supplies of PPE and it is not anticipated that these will be needed frequently. The big challenge is paper towels. The school has calculated it

will need 25k per day and it cannot source that level, so has raised this as a red flag for reopening with the Local Authority (LA).

Is there adequate hand sanitizer available?

Yes, but soap and water is preferred. Sinks are being installed in the playgrounds.

How will school lunches work with social distancing?

For those having school dinners it will be packed lunches in their classrooms for the first two weeks. After that it will still be cold food delivered to the classrooms. It was noted that the number of free school meals in Key Stage 2 is low.

How is the school keeping in contact with vulnerable children who are not in school?

This group of children will continue to receive phone calls from their teachers. Shielding children will also get more support for home learning. Those children whose typical behaviours include hitting, biting and punching cannot be invited back in to school and support will continue to be provided remotely. There are two such children and the LA has been very supportive.

What will happen if staff notice something different in a child who is returning, and are concerned as a result?

Normal safeguarding procedures will be followed but, based on current experience, it is unlikely that the LA and Social Services will become involved. The best way to support such children is to have them in school and to maximise the teaching time. It was noted that the school is planning for 15 children in each class whilst many others are limiting numbers to 10.

What is the protocol for dealing with intimate care needs?

PPE will be worn and any clothing bagged up, as per the Risk Assessment.

The level of detail in the RA is remarkable and it is noted that the increased risk factors for some groups are included. How is the school addressing these increased risks?

Mostly through pastoral care as there is no guidance on any specific practical changes that can be made. There are also many parents, children and staff who have heightened anxiety and the school is doing all it can to mitigate these anxieties, including through training for staff and raising awareness on processes and procedures. All staff will have an individual RA.

What has been the role of the Health & Safety governor in the preparation of the school's Risk Assessment?

JSL reported that he has worked closely with JE, and continues to do so, particularly in relation to some of the challenging logistical issues presented by drop off and pick up. This includes lobbying the LA for a temporary road closure to ensure that children and their parent or carer can access the school site safely. The school is currently looking at Year 1 returning from week beginning 8th June and Year 6 the week after. This is in addition to the 140 key worker children already in school. The importance of taking a phased approach was agreed as essential.

The rota approach is a departure from the DfE guidance. What is the rationale for this?

The Government guidance is heavily influenced by the need to clean between groups of children and the availability of cleaners. Wednesday afternoon will be used for enhanced cleaning using an additional cleaning company. This will include walls, doors and pillars. The importance of keeping the children in their separate bubbles was agreed. It was also noted that most schools are using rotas and that rotas will be inevitable from September if all children are to return.

Will the RA be put on the school's website?

Yes, along with videos and other information for parents /carers and children.

	<p>The quality and comprehensiveness of the documentation was noted by governors. Clearly a huge amount of thought and hard work has gone in to their production. The amount of staff guidance, and the challenge for everyone involved was also discussed, including the importance keeping the staff on board every step of the way through the planning process.</p> <p>Governors recorded their appreciation and thanks for the amount of work and dedication shown by the leadership team to prepare for this second phase. It was noted that there are still one or two obstacles to be overcome before reopening can be confirmed (in particular the sourcing of paper towels and the road closure) but once these have been resolved the school will be able to notify parents of the reopening plans.</p>	
3.	Date & Time of Next FGB Meeting	
	Thursday 2nd July 6.00 – 7.30pm	

The meeting ended at 7.15pm

Minutes agreed to be a true and accurate record of Full Governing Body Meeting, Monday 1st June 2020

Signed



Date 9th July 2020