

# St Alban's Catholic Primary School

Minutes of the meeting of the full Governing Body  
held remotely at 6.30 p.m.  
on Monday 13 July 2020

## No. 2019/2020 – 5

**Present:** Lia Campos (LC, chair), Edward Acton (EA), Cristina Alves Martins (CAM), Patrick Coughlin (PC), Joseph McCrossan (JMcC), Janet Muir (JMu), Rachael Beale (RB, clerk) Sarah Smith (SS), Jo Wager (JW)

**Absent:** Canon Eugene Harkness

### 1. Apologies

None

### 2. Matters arising

**ACTION:** LC/JMcC to work on meeting minutes that need reserving.

### 3. Head teacher's report

JMcC explained for the new governors' benefit that this meeting is usually a celebration of the year's achievements. The school have used the spring predictions to form the basis of the children's end of year performance; assessments will take place early in the autumn term to determine how accurate these are and provide good evidence for performance.

Miss Binnie is still in hospital; JMcC hopes to receive further news of her condition next week. Because she cannot return to work, occupational health have been involved in order to cover the regulatory requirements. It seems extremely unlikely that she will return before Christmas, and the absence may be longer even than that. Parents are aware that she is in hospital. In terms of staffing structure, arrangements have been finalised for next year. Miss Waterson will cover Year 2; Mrs Tait and Mrs Czernewicz will cover Year 1 as a jobshare until Christmas. This situation will be reviewed in September to assess its sustainability. Miss Waterson has some commitments at the Faculty of Education, which are likely to increase in the spring term. This may imply some re-organisation in KS1 classes. The initial plan would be to maintain the staffing structure for Year 1 and to look for a jobshare partner for Year 2 to release Miss Waterson in order to minimise disruption. It is desirable not to disrupt Year 1 as much as possible as they have had a more difficult time of it this term.

The school feels the curriculum has been covered well during the term. Assemblies will be continuing online; the school is likely to continue using ClassDojo as it is a good platform for communicating with parents too, who have their own logins. A Zoom meeting for the new reception intake was very successful. Will there be any Year 2 SATs next year? Yes; they will also need to catch up on the phonics test, which did not take place this year. A new learning programme will have to be devised in order to incorporate any necessary catchup activities. One of the TAs is leaving, and another has been offered a job at St Bede's. This will allow the school to reduce its TA hours as required by the budget. Does it seem likely the school will in fact need more

TAs? It might be necessary to ask some of the existing TAs to increase their hours, but it will be a case of waiting until September to see the full picture. Provisional timetables for September have already been created by the inclusion co-ordinator.

Has the school heard anything about the additional catchup finding yet? This will be for vulnerable children.

#### **4. Plans for September**

The risk assessment, updated by the local authority, was circulated to governors ahead of the meeting. This needs to be posted on the website after review by the school improvement partner. An action plan for the senior leadership team will be provided to staff tomorrow. There will be issues around collecting siblings from different classes; Union Road is also very narrow so may cause problems for parents assembling at dropoff. The 15-minute window has been very helpful in this regard.

On the handwashing facilities, are there enough available? There are sanitising stations outside each classroom and pupils are using them. Toilets are clearly marked; as long as children are washing their hands thoroughly, this should be sufficient, as shared facilities are now allowed by the guidance.

Have social distancing concerns in the staff room been addressed? Because of staggered playtimes and lunchtimes, staff are mostly likely to be in their own classrooms mostly. At present, there have never been more than three staff in the staff room at any one time. The school will be keeping an eye on this next term. The short lunchtimes will also support this. Playtimes for KS1 and Year 3 children have been increased, to get them outside as much as possible. This has required some additional midday supervisor hours. The pond is being turned into a 'sensory area'. The hall is being used for dinners; if there is rain, classrooms will have to be used as they would usually for 'wet play'.

Is there any timetabled capacity for Year 5 and 6 to have some additional break time in the afternoon, now that lunch has been reduced to 45 minutes? Yes, it should be possible for classroom teachers to take their classes out. Midday supervisors will cover 10am until 1pm.

Is it possible to approach the council to ask them whether Union Road could be closed during pickup and dropoff times? There are some proposals around the closure of Hills Road. There are a lot of schools in that area, so road closures could cause a lot of difficulties. This seems unlikely to happen.

The ban on assemblies and whole-school worship: is it possible to put in place a livestreamed or remote mass arrangement? The school has lost its chaplain again. It might be a good idea to send a note to the Bishop around this. JMcC had asked about something for head teachers? Fr Tony Rogers will be offering a mass for head teachers, which is not quite what was wanted. St Laurence's are not doing a mass for the school at the moment, but if this were to happen, perhaps St Alban's could also join it.

**ACTION:** JMcC to write to the Bishop about what might be possible.

There is usually a whole-school Diocesan mass in September, attended only by select children. Fr Simon has been celebrating mass weekly at St Mary's on a Wednesday. A governor offered to talk to her colleague to find out what the plans were for next term.

If there is an increased spike, there are contingency plans in place; JMcC would like to send this out to reassure parents.

If a child just has a seasonal infection, how will the school distinguish it from a Covid case? There will be an isolation room and the child will be moved there; it is at parents' discretion as to whether the child is then tested. The letter from Jonathan Lewis defined very clearly the steps that parents should take. The school will need to assume it is Covid-19 until proven otherwise. Tests are now readily available for schools, so it should be possible to test pupils quickly if they want it.

JMcC plans to send the letter again at the start of next term to make sure that parents have seen it.

A governor suggested inserting a cross-reference to clarify what happens to the learning for pupils whose bubble has to be closed as a result of a suspected infection. This will also affect any siblings, and those siblings' bubbles, also; one governor felt it was important to strongly encourage parents to regard it as a duty to get their child tested quickly, because of the potentially widespread impact on the school.

City Kids is keen to re-open in September. They have to make sure that their insurance covers them for any problems, and they are currently looking into this. They are keen to know what the school's position is with regard to their reopening. Both the government and the LA are promoting the re-opening of wraparound care. There may be an issue with in-school bubbles 'mixing'. One governor pointed out that the bubble concept only really exists on paper, because of sibling relationships and also now childcare settings. Transport into schools also will have children from different bubbles in the same place. This is not realistic. Is this something we can ask the LA to address? The government is saying that a 'bubble' could be up to 240 children, so in a sense the whole of St Alban's is one 'bubble'. The class bubbles are an extra precautionary step, and reinforce the need for good risk awareness rather than suggesting there is any kind of return to 'normality'. A governor commented that bubbles are really only within school; keeping children socially distanced is incredibly challenging, and it has to be accepted that it is fundamentally not a no-risk setup. The school has to accept that it might be impossible to isolate a single bubble in the event of any cases, and might have to close and revert to digital schooling for a period. City Kids now only serves St Alban's, and the maximum number of children in any session is 45. Children who were previously attending St Paul's will now not be doing so as they will be taking places from Year 6 leavers.

## **5. Child protection review**

This will not take place this term as there have been so few pupils in school, so it was not possible to carry this out. It should be conducted next term once pupils have returned.

## **6. Governor vacancies**

There is one candidate for the foundation governor vacancy - Michael Yelton. He is a retired judge and has legal experience, and is keen to be involved. There is still a parent governor vacancy; it could be advisable to wait until next term and see whether new parents might be interested. There is also one local authority vacancy. Lia had spoken to one parent with some financial experience who was keen to join who might be suitable for this position; if any governors would like to meet her, Lia could facilitate that.

## **7. Date of next meeting**

It would be a good idea to have a meeting towards the end of the summer to catch up with any changes in circumstance that have arisen over the summer.

It was agreed to meet on Thursday 3 September.

INSET days on 3 and 4 September.

**8. AOB**

None.

*Meeting closed 7.30 p.m.*