

# St John Chrysostom Federation Extraordinary Governing Body Meeting Minutes

**Quorum: 6 (met at this meeting)**

**Chair: Tayo Adebowale**

**Clerk: David Pearce**

**Date of meeting: 14 September 2020**

**Venue: via Conference video call**

## Attendance

Name	Governor type	'End of Term of Office' date	(P)resent / (Ap)ologies / (A)bsent
Tayo Adebowale	Foundation	18/12/20	P
Gareth Elswood	Exec. Headteacher (EHT)	N/A	P
Sandra Palmer	Foundation	18/12/20	P
Syed Murtuza Baker	Parent	18/12/20	P
Fr Ian Gomersall	Foundation	<i>ex officio</i>	P
Miranda Hall	Local Authority	18/12/20	P
Joanne Cleaver	Staff	18/12/20	P
Iqra Choudry	Parent	18/12/20	Ap
Sam McVaigh	Co-opted	09/01/21	Ap
Nazia Arfin	Co-opted	09/01/21	Ap
Dr Husseyn Salem	Co-opted	31/03/24	Ap
Walid Omara	Co-opted	09/01/21	Ap

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## Others present

Name	Role
David Pearce	Clerk, One Education
Fran Dean	HoS St C
Juliet Francis	HoS St J
Laura Losada	Reading; Assistant Headteacher

## Agenda Items

1	Welcome and apologies	Owner	Timescale
	<p>The Chair welcomed everyone to the 'remote' FGB meeting via conference video call, as a result of Covid-19 lockdown.</p> <p>The EHT thanked governors for attending the extraordinary meeting, arranged at very short notice due to exceptional circumstances.</p> <p>Apologies were received and accepted from Dr Husseyn Salem, Nazia Arfin, Sam McVaigh, Iqra Choudry and Walid Omara.</p>		
	<b>Actions or decisions</b>	<b>Owner</b>	<b>Timescale</b>

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<b>2</b>	<b>Declaration of interest in an item on this agenda</b>		
There were no pecuniary interests expressed by the governors in regard to any of the items raised on the agenda.			
	<b>Actions or decisions</b>	<b>Owner</b>	<b>Timescale</b>

<b>3</b>	<b>Covid-19 update</b>		
<p>The EHT provided a verbal update to governors and the following points were raised / highlighted in discussion.</p> <p><b>St J</b> Governors noted that, at the weekend, a Y1 class teacher at St J has tested positive for Covid-19, having received his test result on Saturday. As a result, the risk assessment procedures were initiated; a number of staff meetings were held during the weekend to confirm the strategy and way forward were clearly understood.</p> <p>As a result, the Y1 bubble has been closed for the timebeing. Y1 parents were sent text messages informing them of the situation, on the Saturday. A follow-up letter will be sent out to parents at the end today, after receiving advice from the North West Health Authority (NWHHA).</p> <p><b>Welfare</b> Governors welcomed the news that the Y1 class teacher, who is new to the profession, is reporting that he feels well and is not taking any medication. No children have tested positive for Covid-19 so far.</p> <p><b>St C</b> On Sunday morning the HoS St C and the EHT were contacted by a Y6 TA who had elected to self isolate earlier in the week due to her son testing positive. The TA has been tested and received a positive test, for Covid-19, late on Saturday evening. The TA is also feeling well and remains in self isolation at home.</p> <p>As a result, Y6 parents have been sent text messages informing them of the situation and informing them that the Y6 bubble has been closed for the timebeing. The school is in contact with the NWHHA to confirm for how long the bubble needs to be closed.</p> <p>If other staff are tested and test positive, then the school will evaluate the situation further as to next steps, in consultation with NWHHA.</p> <p>The school staff teams have met during the weekend and have uploaded online learning materials to the school website for the two year groups impacted.</p> <p>Governors noted that:</p> <ol style="list-style-type: none"> <li>1, parents will be communicated with as many ways as possible</li> <li>2, zoom Q&amp;A drop-in session will be held later today</li> </ol> <p>The KS1 AHT has also been tested over the weekend, and has already received a negative test result. The rest of the school is continuing as usual, with enhanced cleaning in the relevant areas of both schools.</p>			

The Chair thanked the EHT for his update to governors.

The AHT gave governors a verbal update on the remote learning plans in place. Governors noted the Y6 remote learning timetable including zoom morning welcome; Oak Academy online learning lessons which will be uploaded to the seesaw platform; SEND sessions will be run in small groups; after lunch includes a welcome back session; further independent remote learning; as well as short sessions for SEND children and for more able children, via zoom.

Q. What is the current position for children of parents who are key workers?

The definition of essential workers is quite wide ranging. The school position is that it is closed for all children in the relevant year groups until it is safe to re-open.

Q. Will there be teacher taught sessions for all children, not only for certain categories of children?

That is a good question. Yes, all children will be taught some lessons using online sessions each day. All children will have two face to face sessions each day. Governors noted the provision will differ depending on the age groups.

Governors welcomed the response and noted the teaching will evolve as children get more used to using the online platform.

The SEND link governor noted the speed, efficiency and carefulness of the response of the SLT – very reassuring and well done to everyone involved. The governor commented it is important that children can interact with each other and with their teachers for their mental health and wellbeing.

Q. Has the school sent out laptops to families as far as possible, and do families have access to the internet?

The school has reviewed its detailed information, captured during earlier stages of lockdown, as to which families it believes have, and have not, internet access and access to laptops. The school knows that it is a small number of families who were in the situation of multiple children needing to access one laptop. The school is currently making welfare calls to Y1 and Y6 families, and part of the standard list of questions asked will include whether families have access to the internet. The school will then work with families to provide the technology required.

Q. How are staff feeling at the moment?

The SLT took time to set and manage staff expectations last week, with the expectation that this situation was 'when' not 'if'. Staff are positive as they understand what has happened and are clear that only the correctly assigned staff with each year group are impacted. Staff have been superb and their professionalism has been very positive.

The staff governor commented that once staff were aware of the circumstances, there was an overall sense that the school and staff were prepared and ready to respond in calm manner. Governors noted that all the siblings of the Y6 children are in school.

Q. Are any of the parents expressing concern about bringing in their other children to school?  
The school has not received any feedback, as of today, from parents.

Q. Can the school clarify the rules around bubbles with siblings if one sibling has been sent home due to the bubble being temporarily closed?

It is a legal requirement for siblings, in another year group, to attend school as usual unless the

school considers it unsafe for them to attend. Parents will be taking their own decisions, and the school is ensuring that clear, concise communications are sent out to parents in order to minimise any concerns or misinformation that can understandably sometimes occur within the community.

The Chair asked governors:

Q. In terms of keeping governors updated, what preference do governors have?

Governors concluded that the regular email updates from the EHT have worked well and are informative. It is also good for governors to hear from parent governors.

Q. What update can the school provide regarding disengaged parents, given that attendance is currently at around 90%?

The DfE guidance is children who stay off school and choose not to access online learning. The school then determines after three days, whether children are/are not accessing their learning. The school is clear that the health and welfare of some children is at risk when they are not in school. Currently, no one is disengaged.

Governors noted the school's approach to disengagement and what steps the school takes in order to re engage children and their families. This can include home visits, as needed, by the Heads of School. At both schools, all families have been contacted. For the bubbles that are closed, the teachers have completed welfare calls. Information is then updated in CPOMS with any follow-up required. The school determines which families need follow up contact, and is keen to work in a collaborative way with families.

There were no further questions.

The Chair thanked the whole school staff for all their hard work and dedication in these challenging times, and thanked governors for attending at short notice.

Governors noted the EHT will continue to send regular email updates to governors for the timebeing.

	<b>Actions or decisions</b>	<b>Owner</b>	<b>Timescale</b>
A	<ul style="list-style-type: none"> <li>Continue to send regular updates to governors</li> </ul>	EHT	

<b>4</b>	<b>Any other business</b>		
There was no other business.			
	<b>Actions or decisions</b>	<b>Owner</b>	<b>Timescale</b>

<b>Date and time of next meeting:</b>	<b>Wednesday 23 September 2020 at 4.00pm</b>
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