

## PARK STREET CHURCH OF ENGLAND PRIMARY SCHOOL MINUTES OF THE FULL GOVERNING BODY MEETING

**Monday 28<sup>th</sup> May 2020 – 7.00pm – Virtual Meeting via Teams  
Focus on Corona Virus Reopening Plan**

Governors present: Lorna Atwell; Neil Chippington; Andrew Day (Foundation Committee Chair); Sarah Hawker (Headteacher); Debbie Hayden; Catherine Johnson; Nigel Moorhouse (GB Chair); Paul Nicholson (Finance & Resources Committee Chair); Kerry Walpole (Personnel & Learning Committee Chair)

Also present: Michael Denmead (Clerk)

Challenges are in blue. Actions are in red.

	Action
<p><b>1. Open with prayer and welcome.</b></p> <p>The meeting was quorate.</p> <p>The meeting opened with prayer led by Andrew Day and housekeeping (health &amp; safety meeting information).</p>	
<p><b>2. Governorship items</b></p> <p><u>Apologies</u>: Apologies were received and accepted from Fleur McLennan and Richard Summers.</p> <p><u>Declarations of interest</u>: none</p> <p><u>Emergency action taken since last meeting</u>: none</p> <p><u>Terms of office</u>: The potential new Governor for the Local Education Authority (LEA) role is discussed below.</p> <p><u>DBS &amp; Section 128 checks</u>: Nothing to report.</p>	
<p><b>3. Corona Virus Reopening</b></p> <p>The Chair confirmed that the Governing Body is responsible for the decision as to how to proceed, based on a careful assessment of the risks. The options open to the GB are:</p> <ul style="list-style-type: none"> <li>• Reopen the school now</li> <li>• Reopen the school at a later date</li> <li>• Any other option generated by the GB's discussion</li> </ul> <p><u>Review of Planning</u></p> <p>The Headteacher gave a detailed report on the plans which have been drawn up with a view to welcoming some children back to school. There is planned a</p>	

	Action
<p>Reception and two Year 1 ‘bubbles’, with the purpose of keeping them small. One of the bubbles will include time with the sports provider, Kinnerz. A Governor queried whether Kinnerz would pose a risk. The Headteacher said that it had been agreed with Kinnerz that they were providing their service to Park Street only.</p> <p>A Governor asked about the drop off and pick up arrangements and how risk would be managed in this regard. Parents are being required to drop off strictly on time. However, parents would be able to pick up their children early if they so wished. It was noted that the arrangements are not compulsory in any way.</p> <p>The Year 6 children would be attending St John’s College School – they would be in two bubbles with Park Street School teaching staff. The GB and School extend a huge thanks to St John’s College School and its Headteacher for the offer to take the Year 6 children.</p> <p>Another bubble was in place for the very small number of keyworker children attending school.</p> <p><u>Review of Risk Assessments</u></p> <p>A Governor wanted to know the details of the arrangements at St John’s from a risk management perspective. Another Governor also wanted to explore the safeguarding arrangements. The Headteachers of both Park Street and St John’s explained that the area provided to the Year 6 children was completely separate and isolated. There would be no opportunity for interaction between the children of the two schools. A separate Risk Assessment has been undertaken in relation to the Year 6 children attending St John’s. Additionally, together both Headteachers have sorted out the DBS and Section 128 safeguarding checks.</p> <p>A Governor challenged as to whether the Local Education Authority (LEA) had reviewed and approved the Risk Assessments. The Headteacher confirmed that this was the case and provided some detail on the process and discussions which took place.</p> <p>A Governor queried the position as regards liability insurance. The Headteacher stated that she is actively confirming the position in light of Covid-19. The understanding is that the school is insured via Cambridgeshire County Council. The Headteacher stated that she would confirm the position was satisfactory prior to reopening the school. [Since done and insurance confirmed in place.] In relation to St John’s, its Headteacher confirmed that their insurers had been informed of the arrangements, their approach being that as long as government guidelines were followed then all was in order.</p> <p>A Governor discussed the current infection rate of Covid-19, stating their understanding that the ‘R’ level was increasing in Cambridgeshire. In this context, was the LEA still happy for the school to open? The Headteacher stated that this was certainly the case now. Also, there was a Heads meeting with J Lewis (LEA) in the morning and she would double-check this position. [Since done and the LEA confirmed its position remained unchanged.]</p> <p>The GB extended their thanks to the Headteacher and her staff for the massive amount of work done in such a short period of time in unusual and difficult circumstances.</p>	<p>Headteacher</p> <p>Headteacher</p>



	Action
<p>another teacher wanting to go fulltime.</p> <p>The Church Schools of Cambridge are offering to fund a member of staff, which the Headteacher and the Governors described as very welcome.</p> <p><u>LAIG</u></p> <p>There was a brief report from the Chair and Headteacher. It was noted that the LEA were complimentary about the online learning at Park Street and there are more people speaking up who are positive. The Chair stated that he made it clear that the school was looking for positive support.</p> <p><u>LEA Governor</u></p> <p>The GB discussed the LEA candidate Benjamin Powell in detail, including his background in education. It was agreed that he was a good fit and his appointment was approved unanimously.</p> <p><u>Personnel &amp; Learning Committee</u></p> <p>This committee is meeting on 9<sup>th</sup> June at 3 pm, which will provide an opportunity to review the school reopening situation. The committee will feedback to the FGB. Any Governor is welcome to join this meeting.</p>	<p>All</p>
<p><b>5. Close with prayer</b></p> <p>The meeting closed with prayer led by Andrew Day at 8.10 pm.</p> <p><b>The Governing Body next meets on 16 July 2020 at 7.30 pm.</b></p>	<p>All</p>