

**St Oswald's Primary School
Governing Body**

MINUTES OF UPDATE MEETING

Held virtually by Zoom.

Date/Time: 19/05/20 10:30am

Present: T Hegarty, R Hill, M. Walsh, G Manley, J. Jones

Also present I Strom (Clerking)

| No. | Item | Action by: (insert initials) |
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| 1. | Welcome The chair welcomed the attendees to the meeting and mentioned the meeting might need to be re-entered if it ran past the limited time on the Zoom technology. | |
| 2. | Apologies for Absence All invited members were present. | |
| 3. | Declarations of Interests The members of staff noted their interests. | |
| 4. | Minutes of Meeting 12th May 2020 To be distributed later in the day and then uploaded to GovernorHub. Mr Hegarty commented that he had checked the regulations and the school holidays had now been set and would need to remain in place. The regulations say that holidays once set are statutory and would need consultation to change. The Archdiocese were happy with their Catholic schools keeping to their dates. | |
| 5. | Notification of Additional Business None. | |

Signed.....Committee Chair

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| <p>6.</p> | <p>Hub Update</p> <p>Mrs Walsh reported that this was the final week of the hub. At the end of the week, on 22nd May, the hub would close and after the half term holiday, on 8th June, St Oswald's would reopen as a school and safe space for the pupils of keyworker and those classed as vulnerable. The other schools that have been sharing our facilities will also return to their own premises to continue the provision for their own pupils. Mrs Walsh paid tribute to the working relationship that staff from all 3 schools had fostered and the leadership support from all 3 schools had been excellent.</p> <p>Mrs Walsh has written to parents to explain the situation as it was known.</p> <p>Liverpool City Council (LCC) have provided guidance documents. We will be closed for the half term holidays for two weeks. There are other schools also taking two weeks. A governor asked whether previous users of the St Oswald's Hub would be able to access support in the second week of half term. It was confirmed that any one requiring support could be signposted to alternative provision for half term if required. The Head at Broadgreen has offered to take St Oswald's pupils into their safe space that week and there is provision during the first week from Out of This World at the Joseph Lappin Centre.</p> | |
| <p>7.</p> | <p>Reopening Arrangements</p> <p>When school returns there will be two systems. A safe space for the vulnerable and children of key workers and a school. There will be a maximum of 15 pupils in a room which may be possible in some of the bigger rooms in the juniors but will be further restricted in the smaller rooms. Pupils will be in "Bubbles". They will spend all day in these bubbles and will only be allowed to interact with other pupils and designated adults in this bubble. They will be kept apart from other bubbles for the entire time they are in school including playtime and lunchtime. It will be important that friendship groups are sorted out to ensure that the bubbles are happy places.</p> <p>We are currently working on the logistics of any return, including drop off and pick up which may be staggered to ensure there isn't a logjam of people at certain periods of the day. There will be no breakfast or after</p> | |

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| | <p>school clubs. Resources will be provided but must all be easily cleaned so nothing soft or anything to be taken home like reading books.</p> <p>Governors were asked about their opinion on whether pupils should wear school uniform on their return. They suggested that as it was important that the pupils wore different clothes every day that wearing school uniform could cause additional work and expense for families. However, they recognised that some parents may have already purchased summer uniform and would like to get some use from it. Therefore, they agreed that uniform should be optional.</p> <p>Space will be the main difficulty and if other year groups were invited back in it may need to be on a rota. It is also recognised that the curriculum for our younger pupils is based around play and this would cause problems with social distancing. It is planned that a cleaner should be asked to provide a midday service to ensure that all surfaces and common touch points are cleaned regularly.</p> <p>Mrs Walsh explained that it was important to manage the expectations of the parents. It was also important to provide emotional support to pupils and the wider community for those that needed it. Governors noted that the two buildings present their own challenges. The infants are very open plan and the juniors have some very small classrooms and narrow corridors. There are also some classrooms that are also used for circulation.</p> <p>Governors noted that they were impressed with the level of planning already undertaken. They asked if there was enough handwashing and hand sanitiser facilities. A large quantity of hand sanitiser has been purchased and dispensers are on order for them with some already installed. Adult facilities in the Junior building is worse than the pupils but keeping the ratios appropriate should help the demand.</p> <p>Mrs Walsh informed governors that transition was being planned and as an alternative to a physical walk around a video induction for new Reception pupils was in preparation.</p> <p>Mrs Walsh informed governors that she had decided (at this point) to keep all teaching staff in their current year groups to give some stability and continuity.</p> | |
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| | <p>A governor asked if the school could refuse to open. Mr Hegarty replied that it was for the governors to decide what was in the best interests of the pupils and wider community and as a VA school the ultimate decision rested with them. However, they did have a responsibility to try to maintain the school being open whenever possible and should try to enable reasonable changes that would allow this to happen.</p> <p>Governors agreed in principle that the school would invite back Year 6 pupils at the same time as the rest of the city schools. They also expressed a concern over the logistics of bringing back further year groups and the space required to accommodate them.</p> <p>Parent governors expressed opinions about whether they felt that they would be happy to send their children back to school. They expressed a confidence in the school's level of planning, but were still concerned with the current levels of infection and would reserve judgement until closer to the time.</p> | |
| 8. | <p>Budget</p> <p>Mr Strom reported that he was reviewing the expenditure and income from previous years and was hoping to make some changes. He hoped to be able to do this over the half term.</p> | |
| 9. | <p>Staffing</p> <p>Mrs Walsh reported that Mr Loughran who had been retained for the 2020-21 academic year would have been with the school for over two years at that point. The current teaching staff structure was the very minimum required to provide an appropriate teaching commitment and any future staff reductions would not be made any easier by retaining Mr Loughran on a temporary contract. Governors agreed that his contract offer should be a permanent one.</p> <p>Mrs Walsh requested that governors agree to Miss Langton being asked to continue in her role supporting an EHCP funded child for 3 days per week. Governors agreed.</p> | |
| 10. | <p>Additional Business</p> <p>Mrs Walsh informed governors that she would</p> | |

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| | <p>communicate with parents before the end of the week and then towards the end of the half term.</p> <p>Mr Strom would provide the minutes of the previous meeting to Mrs Walsh and Mr Hegarty for ratification by the end of the day.</p> <p>Governors asked if there was any data regarding the number of parents that had accessed online curriculum through the Weduc app? It was confirmed that we could learn who had accessed the app, how many times and when they had last accessed the app but not what they had accessed and when they had accessed certain elements of the app. But there are other online resources that the pupils have been signposted to via the app and website that do record what learning the pupils have done and what progress they have made.</p> <p>Governors commented that the letter Mrs Walsh had sent to parents was very positive and struck the right chord and a letter from the governors would be a positive statement as well.</p> <p>Governors expressed their gratitude and admiration for the staff for going above and beyond in order to support the pupils and parents and carers during the current situation. They recognised that the school was seen by many as a focal point of the community and it had served the community well. They paid particular attention to the work that senior leaders have done to plan and implement the provision.</p> | |
| 11. | <p>Next Meeting</p> <p>Governors agreed to meet on 9th June 2020 at 10.30 via Zoom subject to work commitments.</p> | |