

WELLINGTON PRIMARY SCHOOL

Dudley Hill Road

Eccleshill

Bradford

BD2 3DE

Headteacher: Mrs Joy Wood

Minutes of the Governing Board meeting

held on Monday 13th July 2020 at 4.00pm

PRESENT: Mr M Azum – Chair (MA), Mrs B Dolby (BD), Mrs N Rashid (NR), Ms J Holmes (JH), Mrs E Gooding-Brown (EGB), Ms D Purewal (DP), Mr J Parker (JP), Ms L Abbasi (LA) & Mrs J Wood - Headteacher (JW).

IN ATTENDANCE:

MA welcomed all to the meeting.

1. APOLOGIES

Apologies were noted and accepted from Laura Sheffield due to work commitments and from David Carey due to technical issues.

2. DECLARATION OF INTEREST

There were no declarations of interest.

3. MINUTES OF THE LAST MEETING 19.06.20

The minutes of the meeting held on 19th June 2020 were accepted as a true record.

Proposed: MA Seconded: DP

4. MATTERS ARISING

Agenda item 5 – The progression maps for both Science and Art have been circulated to Governors. These will be reviewed in September.

5. THE PLAN FOR FULL OPENING IN SEPTEMBER

JW recommended that when the children are received back into school on 7th September, they go into their old class for a week. This is to ensure that transition is carried out smoothly.

Governors were in favour of this strategy as it will be reassuring to the children and is a nice way to welcome them back to school.

JW explained anxiety levels will be high initially and this will help in addressing this.

This information will be posted on the school website once Governor approval has been obtained.

MA noted that the transition work would normally have taken place before the summer holidays.

They will go back to their old classrooms and old teachers. Work patterns will be re-established and their new class teacher will visit them in the old classroom. The children will also visit their new classrooms to become familiar with the space.

LA outlined the benefits of this transition arrangements for the children.

This recommendation was unanimously approved.

Reception children will not come back on the 7th but will return on 14th September and provision will be provided in the Nursery. The childcare provision will be in place in the Nursery with Nursery staff..

DfE guidance says there is no social distances so there will be 30 per class and it has been decided that the bubbles will be in year groups.

This was agreed by Governors.

Q – Will there be year groups with more than 60?

A – Yes there is one. Year group bubbles in three form entry schools and secondary schools will be significantly larger.

The classrooms will be laid out so that desks are facing forward with adults 2m away.

The small rooms in areas such as Unit C (Lower Key Stage 2) and Unit B (Key Stage 1) will use the middle area as an overflow area for children after the input, once independent work begins.

In Key Stage 1 (Unit B) Y2 have the smaller classrooms. In LKS2 (Unit C) the middle area will need to be carefully split – half being used by one Y3 class and half being used by one Y4 class.

Q - SEN children - what will happen to them?

A – This will have to be dealt with on the ground at the time, certainly for Autumn 1.

MA noted that it was important to not mix the bubbles.

Q - Are all the desks to be front-facing?

A – Reception, Y1 and Nursery no, but all others will be.

Wearing of masks – These have been worn by adults in school since 1st June. Teachers and TAs are no longer required to wear masks when teaching children according to the new guidance but they may wear masks if they wish to do so.

Q – What teachers think?

A – Most do not like teaching in masks. JW has given teachers/adults the option not to (when they are teaching) if they don't want.

All must wear masks when moving around school

Q – What if children want to wear masks?

A – This is an option already in place but not many are.

Q – Are there any staff shielding?

A – Yes we do have some.

EGB noted that wearing of masks will be a benefit for those who have been shielding.

Shielding is planned to end on 1st August.

JW noted that the advice may well change if there are any virus changes.

All will wear masks at other times in the building including visitors and these must be worn responsibly and correctly.

Phone consultations will be used where possible to try and reduce the numbers coming in.

JW explained how this is being handled at the moment including the health questionnaire being used with visitors.

A review of the mask policy was discussed and MA recommended that the next meeting in September will cover this.

School uniform – The recommendation is that uniform will be worn as it easy to clean.

PE kit will be worn for the whole day when this takes place and PE lessons will take place outside.

Recruitment for the PE teacher was deferred and class teachers will take PE until January.

This was approved by Governors.

Swimming – No information has been received from the LA on this activity.
There will be no residential trips this year but day visits will take place.
The Morning Club will not be taking place as previously agreed.

Arrival and Departure

The 3 access points to school will be used: Leeds Road, Wellington Road and Dudley Hill Road.
Classroom doors will be open from 8.35am and staffed by Tas. Pupils will be asked to arrive between 8.35am and 9.00am.

The issues of siblings across year groups having different times were noted, which inhibits the possibility of efficiently managing a system with different arrival and departure times for specific year groups.
TA's will be on the door to release the children when parents arrive to collect them. This will prevent parents congregating in the playground.

Learning activities will be in place for early arrivals and this will also be in place for those waiting to be collected, so that every moment of the school day is filled with learning, to assist with catch up.

Lunchtime arrangements

The canteen has not reopened and children are having packed lunches (from 1st June – 17th July)
As many as possible in KS2 will be encouraged to bring their own lunch from home and eat in their pod room, supervised by lunchtime supervisors.
The TA will take those who want a hot meal down to the canteen.
JW is meeting with the catering company on Thursday to see if the food can be plated up instead of having the children queuing.
How 2 Year Group bubbles could be accommodated in the canteen was explained.
The potential for children from one family being in different bubbles was noted.
Remote learning (Google Classrooms) is being established in case a bubble has to be in isolation.
Distancing bubbles in the canteen can be arranged.
Outside activities by year group will take place.

The provision of hot meals in the canteen was discussed in detail.
The plating of meals was seen as a benefit to be investigated.
LA noted that opening the canteen is important in respect of bringing a sense of normality.
This will be closely monitored from September.

The lunchtime proposals were approved by Governors.

The Curriculum & Catch-up

Each morning, English and Maths will be the focus along with daily exercise.
At the beginning of the afternoon catch-up activities in areas such as arithmetic, phonics & EPAG will take place.
By end of Autumn 1, the school's aim is that a lot of catch-up will have been done and by end of the full term, catch-up will have been achieved.
Clear directives will be given to staff to ensure this happens.
The SLT (HT, DHT and AHT) will monitor the planning on the Friday prior to the following week. Where matters arise the leader of mathematics and the leader of English will participate in this monitoring process.

BD noted the need for the children to catch-up but it will be different for some children.
Continuous provision will be in place for Early Years and Y1.

The pressure on Y6 with catch-up and SATs was recognised by EGB.

Q – Is it realistic to complete catch-up on time?

A – We don't know if all are coming back and any local lockdowns which may happen. We do need to accelerate some of the children's learning due to lack of home schooling. We will try to make it upbeat and enjoyable but additional effort will be needed.

Homework expectations for Y4,5 &6 will be a focus. JW explained that this should be an integral part of the weekly planning, so that the work set consolidates the week's learning. The bar needs to be raised in this area.

It was recognised that some children will not have taken part in home learning. Potential stress on children and teachers as a result of the catch-up to take place was recognised.

The focus on homework was welcomed by LA and this will help to get children back on track.

EGB asked if a Homework club could be established.

JW explained that this was an option which used to be in place for Y6 children. When this was a formal club, it was a quality environment with someone on hand to assist the children. This will not be as intense for the younger children.

The PP gap could increase as a result of the lack of home learning.

MA advised that there will be SATs eventually and the videos done by teachers for the online learning provision had been well received.

BD advised of the pressures on families if homework is imposed and communication with teachers is important.

The benefits of the homework club were detailed by JW and agreed by Governors.

JW explained that the staffroom is tiny and this has not reopened since 1st June. It is proposed that the hall will be used by staff as assemblies and indoor PE will not be taking place. JH noted the benefits of this compared to having a sandwich in the car.

This will be in place from the beginning of Autumn 1

Access for visitors

No visitors will be allowed into the school, except by prior arrangement.

Visits will be kept to a minimum. Multidisciplinary meetings will be conducted by TEAMS or telephone conferencing.

Parents will not be allowed to enter the building, except in exceptional circumstances, approved by the HT. Deliveries will be left outside the building.

Changing the timing of the school day

JW explained the rationale for the proposal that school finishes at lunchtime on Friday.

Deep cleaning could then take place on Friday afternoon along with PPA for teachers.

There would be a loss of 2.5hrs in the week and how this would be addressed was explained.

The consultation period was explained and it was recognised that parents may be concerned with childcare arrangements.

NR noted that Friday attendance could be an issue for some parents and children as it would only be for half a day.

BD noted the additional £1k pa childcare costs this proposal would cause her personally.

EGB advised that many employers are not as flexible as they could be. The impact of the pandemic on childcare arrangements was also noted.

MA advised that there will be many new things to be considered next year, and it may well be wise to postpone any changes that can be avoided.

In response to feedback from governors, JW withdrew the proposal, as not appropriate for consideration and consultation at the present time.

A return to normality would be desirable prior to any further changes.

Attendance

JW explained that an individual approach will be put in place.

EG noted the anxieties in the community around the return to school in September and fining would be very draconian.

JW explained that supporting the families to encourage a return will be the focus and contact will be maintained with them. Each case will be treated as an individual case.

The low attendance for Reception and Y1 on reopening was noted and this is obviously a concern for parents.

JH advised that communication with families to reassure them that they can contact teachers to discuss their concerns.

JW has reassured parents over the past few days and the information will be placed on the website.

MA explained that the videos have worked well for parents in reassuring them what classrooms now look like.

JW advised that photo will be placed on the website following the full deep clean.

Google classrooms will be set up in case remote learning has to be brought in.

Q – Will children not in attendance be able to access this?

A – It will depend on staff workload at the time.

JP advised that work could be sent home and then marked to keep the children engaged.

Plans for partial closures and remote learning will be discussed by Ofsted.

Mental Health

This could be a major issue for some children.

The SEND leader is engaged in MA studies with a focus on young people's mental health and has been able to steer families to appropriate support during lockdown..

The school applied (before COVID) to be part of the mental health trailblazer's initiative (new mental health support in schools) and was successful. The SEND leader is leading this initiative in school, so that the school can respond to need.

At the end of each day, each class will have a 15-minute PSHE session.

MA advised that he is attending training on this in August.

6. ANY OTHER BUSINESS

Skills Audit Feedback – The training identified in the audit was recommended to be arranged.

JW noted that the Q1 Budget detail has been sent out to Governors for information.

The 2 new Parent Governor elections will take place in September

7. DATE OF NEXT MEETINGS: Date to be confirmed.

MA thanked everyone for their attendance and closed the meeting at 5.30pm

He particularly thanked Joy and the SLT for their work this year in particular her forward planning for September.

Action Points

Action Number	By Whom	Action	Timescale

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