

**THORNDOWN PRIMARY SCHOOL
& THORNDOWN PRE-SCHOOL
Full Governing Body (Full GB)**

Membership of the Full GB of Thorndown Primary School			
Vicci Godbold	Head	Peter Smith	PS
Jane Ainscow	JA	Jon Lee	JL
Helen Cooper	HC	Rob Jagger	RJ
Claire Gerrard	CG	Jill Foster	JF
Frank Newton	Chair	Heather Wood	HW
Dawn Mills	DM	Cathy Sweet	CS
Derren Jones	DJ	Natalie Bates	NB
Andrea Dollard	AD	Richard Boughey	RB

Minutes of the Full GB Meeting held on Thursday 2nd July 2020 at 6:15pm

Order	Item	Action	Lead
1	Apologies for absence and declarations of interest		
1.1	Governors Present: Vicci Godbold, Claire Gerrard, Helen Cooper, Rob Jagger, Heather Wood, Jane Ainscow, Jill Foster, Richard Boughey, Jon Lee, and Cathy Sweet.		
1.2	Non-Governors present: Jenn Dover was present acting as clerk.		
1.3	Apologise for absence, with governors' consent, were accepted from: Peter Smith, Derren Jones, Dawn Mills and Andrea Dollard,		
1.4	Absent: Natalie Bates. Frank Newton could not access the meeting therefore, Rob Jagger acted as chair.		
1.5	The meeting was quorate with 10 governors present and with Rob Jagger as Chair.		
1.6	Declarations of Interest: Rob Jagger's wife is employed by the school. There were no other declarations of interest by members of the GB in respect of any item on the agenda.		
2	Business of the meeting and any other business.		
2.1	There was no other business and no change to the order of the meeting.		
3	Minutes and action points from previous meetings.		
3.1	There were no action points to discuss arising from the minutes from the meeting held on 21st May 2020. FN wasn't in the meeting so the remaining minutes were delayed to ensure a		

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	robust discussion regarding minutes and action points could take place.		
4	Matters arising not covered in this agenda		
4.1	There were no matter arising.		
5	Head's Report		
5.1	This had been circulated prior to the meeting and there were no questions regarding this.		
5.2	General Update: VG provided the GB with a general update which included that all the school reports, free school meal vouchers and information on class lists for September had been posted to parents today. Classes will remain static for next year with all classes moving up together (apart from Year 5 which has been split into 3 classes from 2). Teachers have been meeting their current class via a social distanced story time being held in the forest school, which has been enjoyed by all staff and pupils. These will now continue with pupils meeting their new teacher for a story time. VG had begun creating plans for getting other year groups into school prior to the school holidays; however, as she was not able to close the key worker provision there was not enough staff to enable more pupils to come into school.		
5.3	<p>September opening: VG then gave the GB an update regarding the latest government guidance on fully opening the school in September. As the guidance had only been released in the last 24 hours here was still unpicking going on, and there was still an update to come from the LA but VG gave an general idea of requirements for September, which included:</p> <ul style="list-style-type: none"> ● Limiting adult contact with bubbles to reduce the risk of infection ● Staggering drop off and pick up times, lunch and break times. ● Exploring PPA time on a Friday afternoon to reduce adult contact to all bubbles. The school day will be extended on other days. This will be reviewed at Christmas. ● No visitors will be allowed in school, including governors, visitors and parents. Supply teachers and therapists can come into school if the socially distance appropriately. ● Risk assessments will need to be updated. ● TOP will include a large section on school recovery , including how to ensure pupils don't remain behind. <p>A letter is being sent to parents next week which will include general information and then a further letter stating times and details will be sent late August.</p> <p>CHALLENGE: JA asked how this new guidance is affecting pre-school? VG stated that the EYFS lead is querying the size of bubbles as pre-school can be one bubble but it would be a large bubble.</p>		

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5.4	<p>CHALLENGE: JL asked how the lunchtime period will be catered for once the field is not usable due to the winter weather. CG stated that the playground areas have been split into 6 zones to cater for pupils once the field is unusable.</p> <p>Finances: HC gave the GB an update on the school spend thus far in response to COVID. HC had created 2 ledger codes for COVID and these are:</p> <ul style="list-style-type: none"> • General COVID resources which includes resources for the keyworkers club and the spend is currently at £1,9000. • COVID cleaning which includes items such as gloves, paper towels, and hand gels and the spend is currently at £1,000. <p>HC informed the GB that the school has been recycling and reusing resources currently in school to ensure the spend is at a minimum. The items that can be reclaimed from the LA include the cost of premises being open over the holidays, cleaning if there had been a confirmed case and free school meal vouchers. HC reassured the GB that she will endeavour to keep spending to a minimum whilst keeping everyone safe. A lump sum is expected to enable catch up for pupils, however, there is no official figure given or how this will be provided at this time.</p>		
5.5	<p>CHALLENGE: JL asked if we can claim for lost income? HC stated the school can't claim on staff costing or self generated income. HC had looked into furloughing Kingfisher contracts but this was not possible as you had the furlough the person not the individual aspects of their contracts.</p> <p>Kingfisher: It had been decided that the holiday club could not open as to ensure the bubbles were static parents would have to pay £35 a day and parents would have to book the entire 2 weeks. It was decided that this was too much of an ask of parents this year, so the holiday club will not open. According to the guidance the after school club can open but only for those in the same bubbles as those working in the club, therefore, it will only be open for 6 bubbles and expand from there when possible. This will be review regularly as DfE clarifies its thinking.</p> <p>CHALLENGE: JL asked if Kingfisher club could be offered to the vulnerable children ? To which VG confirmed that they do not usually access the club, however, if there are not already in the staff bubbles then they cannot use it at this time.</p>		
5.6	<p>CHALLENGE: JA asked if there are any staff shielding? VG confirmed there is 1 staff shielding, which runs out on 1st August so they will be assigned to a bubble. HC has been carrying out individual risk assessments for all those staff who have family related shielding issues. VG stated that all staff are expected to return and if they decide not to return then the time will be unpaid.</p> <p>Attendance: VG informed the GB that the school can start fining parents for non-attendance from September onward. To which RJ asked if this was the LA decision to fine, but VG stated it had always been at the Head's discretion but VG has always followed</p>		

	the guidance to fine. A further decision on this will be had at the next FGB.		
6	Chair's Report		
6.1	This agenda item was deferred.		
7	Governor Vacancies		
7.1	The clerk raised that there was currently 2 vacancies on the GB, which were 1 cop-opted and 1 parent. A discussion on this was deferred due to FN not being in attendance.		
8	Any other business		
8.	There was no any other business.		
9	Summary of impact on standards and progress		
9.1	<p>The GB agreed that, to further school improvement, the meeting had achieved the following:</p> <ul style="list-style-type: none"> • That the GB were made aware of the plans moving forward in regards to welcoming more pupils back into school and as a result they were able to understand the processes the school is going through to keep all adults and pupils safe. 		

The meeting closed at 19:05

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