

## **THE GOVERNING BODY OF HOWARD PARK COMMUNITY SCHOOL**

Minutes of the meeting of the Governing Body held virtually via Microsoft Teams at 6:00 pm on Tuesday, 7 July 2020.

### PRESENT

Ms H Blackburn, Mr O Bryden, Ms V Edmondson, Mrs V Farrell, Mrs J Galloway, Mr R Jeffrey, Mr G Muir (Chair), Mrs M Peace, Mr J Pickles, Mr J Ratcliffe

### In Attendance

Mrs A F Jewell (Minute Clerk)  
Mrs S Mollett (Acting Deputy Head Teacher)

### 96. APOLOGIES FOR ABSENCE, CONSENT AND DECLARATIONS OF INTEREST

Apologies were received from Mrs J Leighton (with consent).

There were no declarations of interest.

### 97. NOTIFICATION OF ITEMS TO BE BROUGHT UP UNDER ANY OTHER BUSINESS

The following items were notified to be brought up under any other business:

- Appointment of Deputy Head.
- Use of Hall by External Organisations.

### 98. REPRESENTATION

#### (a) End of Term of Office

<u>Name</u>	<u>Category</u>	<u>With Effect From</u>
Helen Blackburn	Co-opted	20.09.2020

Ms Blackburn advised that she would be stepping down after her term ends, due to her recent relocation to Cheshire. Governors thanked Ms Blackburn for all the support and advice that she has given to the Governing Body and School during her time as Governor.

#### (b) Appointment of Co-opted Governors

Governors discussed the vacancy and some suggestions were made. The Chair asked if members could think of anybody they may know that could be interested. Mrs Farrell agreed to speak with the School uniform supplier to see if he would be interested.

**ACTION:** Mrs Farrell to speak with the School uniform supplier to see if he would be interested in joining the Governing Body as a Co-opted Governor.

(c) Staff Governor Vacancy

**RESOLVED:** That this item be deferred until September (Minute 78 refers).

99. MINUTES OF THE MEETING HELD ON 5 MAY 2020

**RESOLVED:** That the minutes of the meeting held on 5 May 2020 be approved as a correct record and signed by the Chair at a future meeting, subject to the following amendment:

It was noted that the meeting had started at 1:00 pm, not 6:00 pm.

100. MATTERS ARISING

Head Teacher's Report and Governors' Questions

**Q: Is there any update with regards to the website?**

**A:** The website has been transferred to a different domain name. We have had a few problems with emails not working. We have purchased a second domain name and the construction of the new website will be completed during the summer holiday. Everything that was on the previous website will be transferred onto the new one.

101. REPORTS FROM COMMITTEES

(a) Finance Committee

Mr Bryden reported that the Committee had met on Tuesday, 23 June 2020 virtually. The majority of the meeting had been discussing the impact of Covid-19, as well as the purchase of bins and other cleaning materials. It was hoped that some funding would be refunded by the LA. The School had lost their deposit with 'The Chocolate Story' who would not give a refund. Overall spending is on track. It is inevitable that some of this year's surplus will be used towards purchases to cover Covid-19 items. Mrs Farrell advised that Schools have to place a bid by 21 July to the LA but are limited as to what they can reclaim.

**ACTION:** Mr Bryden to send out the draft Minutes to Governors via email.

(b) Standards & Effectiveness Committee

Ms Blackburn reported that the Committee meeting had been cancelled, as there would not have been much to discuss due to the School having been closed. The LA had advised not to hold meetings unless they were necessary. Data will start again in September and from then this will become very important to keep a track of.

102. HEAD TEACHER'S REPORT (INCLUDING REVIEW OF SCHOOL DEVELOPMENT PLAN) AND GOVERNORS' QUESTIONS

The report had been circulated to Governors prior to the meeting. The Head Teacher gave a verbal summary and invited questions from Governors.

(a) Coronavirus Update

Governors noted the following:

- The School has had 50% of pupils back in as they wanted to get as many children back as possible. In particular there has been a push for key worker and vulnerable children to attend.
- Numbers have increased, every parent who wished to send their child in has been able to. Only a small number have been turned away – e.g. if a child is in Year 2, 3, 4 or 5 and they are not classed as vulnerable or a child of a key worker.
- The bubbles are working well and pupils have settled in well.
- The new systems are working, and the vast majority of parents are following the requirements.
- Children are pleased to be back.

From September the Government has advised that all children should return to School. There is a lot to work through and a lot of implications. The School wishes to stick to the bubble idea as much as possible and also need to try to resolve breakfast and after School clubs. It was hoped that these could re-open as they are vital to some parents, as well as a source of income to the School. Schools will not be able to shorten the academic day from September.

It was noted that the School will have to do more in September for those children who have been out of school since March. Good contact has been kept with vulnerable children. The £1 billion funding announced by the Government could amount to £75 per pupil. Disadvantaged children (and Pupil Premium) can be registered for the national tutoring programme, which is after School virtual tuition. The School will need to consider children who may have to isolate or those who show symptoms, so that they can ensure their learning continues whilst at home.

**Q: How would that differ from the past few months? Will it be the same again or will you be able to focus more?**

**A:** We should be able to focus more. We are thinking about trying to sort out a laptop loan scheme, as we have some mini laptops in School which can work on their own but are unable to be used on the network. We also have some older staff laptops which could be used to loan out to families who do not have computers. We are also looking at lessons that children can still do over the holiday via the National Academy etc. and we are hoping to purchase some CGP home learning books. We will be sending out a form shortly to see which parents would like them to be sent home.

It was noted that if a loan scheme was agreed then a formal Agreement would need to be drafted.

**Q: Is the going to be the same next year?**

**A:** Some items will be carried forward but after the guidance issued last week some of it will change.

**Q: Will you still be wanting to promote a greater level of parent involvement at the School?**

**A:** In principle yes but it will be difficult, as at the moment we cannot have parents coming into the building. We are hoping to re-open the library in the School, as the School cannot promote a love of reading without having the library open.

We would also like to use the library for after school and invite parents in to come and support their children and run it like a Resource Centre.

(b) Staffing

It was noted that Mrs King would be leaving at October half term to go on maternity leave. Another teacher will also be leaving at the same time to go on adoption leave. Mrs Mollett will be placed in Year 1 to ensure consistency for pupils. From the October half term an NQT will be appointed to work either 2 or 3 days.

**Q: Will Mrs Mollett going into Year 1 affect her role as acting Deputy Head?**

**A:** This will impact on the volume of work so she will only be teaching part time. It is important that next year we focus on catching up and quality of teaching will be very important in the classroom. Year 1 will be the hardest year group to teach, as those children will have missed a big part and it was already a big jump from Reception to Year 1. Mrs Mollett has experience in Early Years and she has knowledge of Year 1.

103. A STRATEGIC APPROACH TO REDUCING THE IMPACT ON DISADVANTAGED PUPILS

This NGA document had been sent via the Governor Clerking Service prior to the meeting and all Governors had seen it.

It was noted that any money saved on staffing from October would be diverted back to pupils. The Head Teacher advised that it would be difficult to decide whether interventions or lessons are more important than the other.

104. CONSIDERING THE PUPIL PREMIUM STRATEGY IN THE LIGHT OF COVID-19

Mrs Farrell confirmed that the Government had announced that Sports Premium funding would be continued, as they recognise the importance of sport on childrens' mental health and wellbeing. The School is expecting a further £10,000 from this in October. The Head Teacher advised that he would like to bring Bradford City back in to continue their coaching. It was noted that there are caveats around spending Sports Premium funding. It is currently not known what the situation will be regarding swimming. A slot at Tong High School has been booked.

Pupil Premium will come down to how staff are used in School to support and enable accelerated learning. The assessments used will be looked at in early September. It was likely that purchases will be made to evidence progress and impact.

105. LONG TERM STRATEGIC OBJECTIVES

Governors discussed that they hope the School can eventually return to normal.

106. SAFEGUARDING

There are no causes for concern and it was mentioned that nothing has come to light recently that people were not already aware about. One family went onto a child protection plan prior to lockdown. A large percentage of those that are of a concern are already in School.

**Q: Do support workers still come into the Centre?**

**A:** No. Home visits have been drastically reduced.

107. REVIEW OF POLICIES

**RESOLVED:** That Governors approved the following policies:

- Privacy Notice.
- Dog Policy.

It was noted that the School holds a register of all policies and their review dates.

108. GOVERNOR TRAINING AND GOVERNOR VISITS

No visits or training had been completed. It was agreed that Governor visits would be reviewed in September as to whether these can commence or not. The Chair encouraged Governors to enroll for online training courses. Mrs Farrell confirmed that all Governors had a login for the LA website.

**RESOLVED:** That Governor visits be reviewed in September.

109. GOVERNING BODY SELF REVIEW

Governors were sent the document prior to the meeting.

110. ANY OTHER BUSINESS

(a) Use of Hall by External Organisations

The Head Teacher advised that he had agreed to the Church using the Hall during the summer break. There are no other bookings for the Hall. After some discussion it was agreed to review the situation again in September as to whether the premises should be used by external organisations or the community.

**RESOLVED:** That the situation be reviewed in September.

*Mrs Mollett left the meeting at this point.*

111. DATES OF FUTURE MEETINGS AND AND POSSIBLE AGENDA ITEMS

**RESOLVED:** That the next meetings of the Governing Body be held on the following dates:

Full Governing Body

Tuesday, 15 September 2020 at 6:00 pm (remotely via Microsoft Teams)

Monday, 9 November 2020 at 6:00 pm.

Standards & Effectiveness Committee

Tuesday, 13 October 2020 at 5:00 pm.

Finance Committee

Tuesday, 13 October 2020 at 6:00 pm

112. AGENDA, MINUTES AND RELATED PAPERS – SCHOOL COPY

**RESOLVED:** That Minute 110 (b) be excluded from the copy to be made available at the School, in accordance with the Freedom of Information Act.

The Chair closed the meeting at 9:05 pm