

**NEW MILLS SCHOOL
MINUTES OF THE FULL GOVERNING BOARD MEETING (online)**

Date:	Tuesday 14th July 2020	
Venue:	Zoom	
Present:	Debbie McGloin (DMcG) Jeremy Poulter (JP) Felicity Wicks (FW) Sarah Cohen (SC) David Houlton (DH) Tim O'Brien (TO) Michael Shew (MS) Freda Rashdi (FR) Tyrone Roberts (TR) Chris Furness (CF) Maggie Cole (MC) Keith Taylor (KT)	Head Teacher Parent Governor Co-opted Governor Staff Governor Co-opted Governor Parent Governor Co-opted Governor Parent Governor Parent Governor LA Governor Co-opted Governor Co-opted Governor
Apologies:	Maggie Cole (MC) Alison Barker (AB)	Co-opted Governor Co-Head of School
Absence:	None	
In attendance:	Diana Malkin (DM) Caroline Jesson (CJ)	Clerk Co-Head of School

The meeting met its quorum and started at 5.05pm

AGENDA ITEM 1	WELCOME AND INTRODUCTIONS
Discussion:	The Chair welcomed everyone to the meeting.

AGENDA ITEM 2	APOLOGIES FOR ABSENCE
Discussion:	There were apologies from Maggie Cole and Alison Barker.
Agreed:	The apologies of the above were accepted.

AGENDA ITEM 3	DECLARATIONS OF INTEREST IN AGENDA ITEMS
Discussion:	There were no declarations of interest in any agenda items.

AGENDA ITEM 4	Minutes of the last meeting: 19 th May 2020 (Full 'FGB Lite') 10 th June 2020 (Extraordinary FGB)
Discussion:	The minutes were considered by the governors. The finance matters had been answered by GC.
Agreed:	The minutes were accepted as a true and accurate record of the meetings.

AGENDA ITEM 5	MATTERS ARISING FROM THE LAST MINUTES
Discussion:	<ul style="list-style-type: none"> Governors to complete NSPCC online safeguarding training, at least every 2 or 3 years, as specified in the Safeguarding policy. FW will follow this up with an email. All governors.

	<ul style="list-style-type: none"> • Governors have received a link to the NSPCC training. It should take around 3 hours and all governors should complete. CF has completed the training. • Ian Withers as DSL will come to an autumn FGB meeting to answer questions on Safeguarding, following the training. • FW to consult with GC about the site inspection. FW <ul style="list-style-type: none"> - <i>The site inspection will be followed up by FW with GC, once the current Health & Safety procedures have been completed.</i> • It is noted that the meetings are now compliant with DPO procedures on Zoom.
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AGENDA ITEM 6	FINANCE / PREMISES UPDATE
Discussion:	There was nothing currently to update on premises or finance.

AGENDA ITEM 7	SCHOOL OPERATIONS UPDATE
	<p>CJ advised on the following school operations updates:</p> <ul style="list-style-type: none"> • 3 weeks of bubble school has been completed and was a success, with 70% attendance over all. • There is now a mini school for Key Worker & Vulnerable children until Friday 17th July. • A day of training took place yesterday to advise staff on re-opening, behaviour, safeguarding and delivering the curriculum, in addition to a second lockdown if this takes place. • School will be ready for full re-opening in September. <p>Q: Why have some of the Year 10s not attended bubble school? A: They have all been contacted. Some have health concerns, some are keeping up online, and the Year Managers are following up where necessary. It is parental choice currently.</p>

AGENDA ITEM 8	RETURN TO SCHOOL IN SEPTEMBER UPDATE
	<ul style="list-style-type: none"> • All the mandatory guidance is being followed on hygiene and minimising contact. • The guidance is that every measure put in place is incrementally better. • The school have a duty of care to staff and to students and their families. • The aim is to promote a shift in behaviour. Each year group will be in a bubble which will be kept separate from other bubbles at break and lunchtimes. • There will be 5 muster points for the 5 different year groups, who will be met by SLT on arrival and line up for an equipment check. • At 8.40 the gates will close and lesson 1 will start. Most of the movement between classes will take place outside, with a one-way system in place in the corridors. • Each child will sanitise their hands and wipe the desk with an antibacterial wipe after class. • At the end of the lesson, each child will clear their desk, bin any wipes and tissues and move to their second lesson. • Morning break will need to be moved. Students will be able to have a drink or use the toilet in the 5-minute break between lessons. • At lunchtime, tutor time will take place, and each group will eat, tutor and play in various orders over lunchtime.

- Students will be able to have hot food in 2 year groups at a time.
- **No** extra-curricular activities will take place for the autumn term.
- On buses, children will need a mask. Reusable masks will be carried round school in plastic bags.
- Some schools have created mini schools, but this has not been possible at New Mills, due to staff and pupil numbers.
- The cleaners will do more hours on site, on a rota system.

Q: What if there a positive case? **A:** The Covid procedure, currently in place, will take effect. They will go home and have a test, and Track and Trace will be used. It is a possibility that the whole year group bubble would be sent home, but the can be tracked. **Q:** For students coming back in, what is being done to address the mental health aspect? **A:** The new Year 7s will have a day to themselves and parents will be asked to let school know if they are struggling. Year 8-11 first day will be Friday 4th September, and they will have 2 hours with their tutor to have a catch-up and gov over the regulations. Staff will keep an eye on the children and the Pastoral team are ready to support any children who need it. **Q:** Can you reach out to parents ahead of September to ask those questions? **A:** That would be very difficult, and we would rely on parents to contact the school about any concerns. **Q:** What will the maximum class size be? **A:** The classes will be of 30, with desks as far apart as possible, and where possible the teacher will stay 2 metres away. Teachers and TAs will have the option to use a clear visor if they need to get closer to a student. **Q:** Will temperature checking be done? **A:** No, the guidance states it is not a reliable indicator. **Q:** What is the guidance on children in vulnerable categories? **A:** Guidance states that shielding ends on 1st August. School will work on a one-to-one basis with families after this. **Q:** Will the bubble be 30? What if one child goes off sick? **A:** That depends on the year or form, as Years 7 – 9 stay in their forms, whereas Years 10 and 11 will mix more in options classes.

- It was discussed that vulnerable individuals may need to safeguard themselves in future, rather than being protected.

Q: Have the PE and Music curriculums changed? **A:** Singing and wind instruments are not allowed, however a varied curriculum can still be delivered. PE will be non-contact sports outside. **Q:** **Is there any suggestion of wearing masks?** **A:** **The school is awaiting DfE guidance on this.** Anyone who is shielding should wear a mask.

- Detention will be held in the hall, with marked spots, and these will also be used by the PE teachers.

Q: What will happen with usual seasonal bugs, such as a cough that is not Covid related? **A:** Attendance will be recorded as before. School will err on the side of caution as regards Covid. **Q:** How quickly can you access tests? **A:** They can be accessed quickly at the local testing centre.

- It may be worth considering that children with a cough may need support at home with their learning while they await test results.
- It may be necessary to seat vulnerable children near the window.

AGENDA ITEM 9	SAFEGUARDING UPDATE
Discussion:	<ul style="list-style-type: none"> • There have been no new Safeguarding cases to update on. • More vulnerable children are attending, and laptops have been given to students with a social worker. <p>Q: When was the Safeguarding Policy last updated? A: Within the last year at the Inclusion and Wellbeing Committee, and it will be reviewed in line with the new KCSiE document on 1st September.</p>

AGENDA ITEM 10	STRATEGIC VISION FOR NEXT YEAR
Discussion:	<ul style="list-style-type: none"> • CJ advised that the SIP will be updated next year with a new 3-year SIP, with the categories of Success; QF Teaching and Evidence Informed School, led by CJ, AB and DMcG. • The SIP will be easier to review and to assess what governor meeting priorities should be. The school vision is the same. • Templates are being put together and by September it should be finished. • Governors and committees may like to feed into the SIP plan, this will be discussed further in September.

AGENDA ITEM 11	COMMITTEE STRUCTURE
Discussion:	<ul style="list-style-type: none"> • TR and Ian Withers have done a lot of work to get the IW committee up and running. The IW committee will now be called the Behaviour, Attitudes, Pastoral and Discipline Committee. TR and CJ will catch up over the summer to discuss this further with Ian. • There may need to be a restructure of the committees. • The plan for governors is that each committee chair – TR, KT and FR – will meet to agree the focus for the coming year.

AGENDA ITEM 12	STAFFING UPDATE
Discussion:	<ul style="list-style-type: none"> • School is fully staffed for September. • More TAs are needed, as there are more students with an EHCP joining in September. • There is a Maths & Science teacher who will leave at Christmas. There is a long-term supply teacher who may be able to start in January 2021. • There will be 6 new staff starters in September.

AGENDA ITEM 13	DECREASE TO PAN
Discussion:	<ul style="list-style-type: none"> • Governors discussed that the school's Published Admission Number is due for review. • A site inspection was carried out earlier in the year by DCC and it has been recommended to reduce the PAN to 150, 5-form entry. • It is hoped this will enable the school to resist so many in-year admissions. <p>Q: Is this an increase or decrease? A: It is a decrease from 178.</p>
Agreed:	<ul style="list-style-type: none"> • It was agreed to recommend a reduction of the PAN to 150 to DCC.

AGENDA ITEM 14	POLICIES
Discussion:	The Complaints Policy and the Behaviour Policy were noted and approved by the governors.

AGENDA ITEM 15	AOB
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Discussion:	<ul style="list-style-type: none"> The governors discussed TTLP academisation and when it may be moved forward. The consultation could be picked up again in September, having been put on hold due to Covid. DMcG noted that AB and CJ have done an excellent job in their first year as assistant heads and it has been such a difficult year for anyone leading a school.
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AGENDA ITEM 16	DATES OF THE NEXT MEETINGS
Discussion:	<ul style="list-style-type: none"> DM will put dates of meetings on One Drive and on the Calendar. The next FGB will be Thursday 10th September 2020 at 6pm. Subject to further guidance, the autumn term meetings will be virtual meetings via Zoom at 6pm.

There being no further business, the meeting finished at 6.12pm