

# FOURLANESEND COMMUNITY PRIMARY SCHOOL

## Minutes of a meeting of the Board of Governors of Furlanesend C.P. School held by conference call on Thursday, April 23<sup>rd</sup> 2020 at 3.30pm

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PRESENT: Major Adrian Battley, Mrs Vanessa Burton, Mrs Fran Ferguson, Mrs Helen Marks-Williams (Chair), Mrs Rebecca Norton (Headteacher), Mrs Vicki Richards, Mrs Sue Robinson.

APOLOGIES:

IN ATTENDANCE: Miss Caroline Stone (Clerk).

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1. **Apologies for absence:** All Governors had successfully accessed the conference call.
2. **Opportunity to declare pecuniary Interests:** There were no new declarations of pecuniary interests.
3. **Election of Chair (term of office to run to first FGB meeting of Autumn Term 2020:** the clerk took the Chair for this item.
  - a. Governors unanimously elected Helen Marks-Williams Chair until the Autumn Term FGB meeting.
4. **Adopt Standing Order for virtual meetings:**
  - a. Governors adopted the Standing Order to cover virtual meetings.
5. **Update on provision of education under COVID 19 restrictions:**
  - a. The School is open for the children of key workers and vulnerable children. Three children from two families have been in this week and next week four children from three families are expected. A skeleton staff organised by Mrs Ferguson has been looking after them. Homework packs were sent home with the children. Since Easter the School has been using Facebook, google Classroom and the School website to communicate with parents and children and set work. The teachers are now setting assignments where children can do their work directly. A 500 word piece of writing has been set. All but six families have accessed the material provided. Those who have not accessed anything are being phoned. Parents can contact staff but come via Mrs Norton. There were six calls this morning.
  - b. Parents are responding to posts. The Chair thanked the Head and said that it had all been very helpful.
  - c. Parents are being updated on changes as the School is notified.
6. **Update on safeguarding and wellbeing of pupils under COVID 19 restrictions:**
  - a. Free School Meals are being served daily. This is important for a community that can't access supermarkets easily.
  - b. Danny Biscombe is dealing with children suffering anxiety.
  - c. One to one meetings are being held remotely with parents present where necessary and DfE guidelines being followed.
  - d. Temperatures are being taken of children in School and reminders that social distancing needs to be observed are being issued.
  - e. The School is waiting for social worker contact about some children but there are no grave concerns about any of the children.

**7. Update on safeguarding and wellbeing of staff under COVID 19 restrictions:**

- a. Staff have not had any training for the current situation. As a small school Fourlanesend is at a big disadvantage. There are no staff to share responsibilities with. There is a heavy workload for staff and the Head. Despite DfE advice there has been no hub set up with local schools to cover education for the keyworkers' and vulnerable children that need it. The local MAT had refused to cooperate. Staff are working above and beyond. There is a weekly staff meeting being held. TAs did feel out of the loop but there is a plan in place now. Mr Davies is taking on responsibility for communications with TAs.
- b. Staff have a health and wellbeing page with two weekly updates. Only a few issues have been raised.
- c. It has been necessary to ask for volunteers to come in and give provision in School. There is a rolling programme of staff for the week. There are three teachers and one self-isolating for seven days. The School Secretary, Claire, is coming in. A Governor asked whether it would not be better to have staff come in for the full week? Mrs Ferguson said that it would be better from the point of view of infections but with many staff working part-time it is not practical.
- d. The Head has raised the issue of there being no local hub repeatedly with County and Dr Jackie Piper is aware.
- e. Staff are coping but it is very busy and stressful.

**8. Premises issues: backlog maintenance scheme:**

- a. The clerk explained the backlog maintenance scheme to Governors. The proposed work covers items to do with fire safety and the upgrade of the kitchen. The estimate cost of the 10% of the budget that the School would be expected to pay is £36,000 -46,000. Governors questioned whether the cost would rise and the School's commitment rise with it. At this point the School is being asked to confirm whether the budget would support a cost in this range. A more detailed budget has yet to be produced. Governors should not expect to see a hit on the budget of more than this amount. The Chair asked whether spending this money would mean other projects could not happen? The planned outdoor classroom would have to wait but in the current environment this would not be a priority.
- b. The Head assured Governors that the budget could cover this expenditure.
- c. Governors were content for the Head to reply that the budget could support the 10% charge in the range of £36,000-46,000.

**9. AOB:**

- a. A Governor asked whether there was anything Governors could volunteer to do to help out? At the moment there isn't.
- b. The School will struggle if staff go sick. Carbeile is the last ditch for the School to approach. It is open for the whole of Torpoint but it would be a challenge to get children there. The LA would have to help out in such a circumstance.
- c. Mrs Norton has asked for guidance on children whose parents are working where COVID 19 is present. There have been no answers from the LA. The chain of emails has been saved.
- d. The Chair thanked the Head and said that all she and the staff are doing is appreciated.

**There being no other business the meeting closed at 16.07 pm.**

Chair.....

Date.....