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| Expect More. Achieve More. | **Chamberlayne College for**  **Full Governing Board**  **11th June 2020 via Google Meet**  **Minutes** |

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| **Name** | **Attending** | **Apologies** | **Absence** |
| Phil Hand “PHA” (Co-opted) Chair |  | ✔ |  |
| Peter Nicol Harper “PNH” (Co-Opted) Vice Chair | ✔ |  |  |
| Wyn Jeffery “WJE” (Co-Opted) Chair of Pay Committee | ✔ |  |  |
| Jane Marker “JMA” (Co-Opted) Pupil Premium link, Finance link, Health and Safety link; Pay Committee | ✔ |  |  |
| Susie Johnson “SJO” (Co-Opted) Attendance link; Pay Committee | ✔ |  |  |
| Stuart Ramsay “SRA” (Co-Opted) Safeguarding Governor |  | ✔ |  |
| Dawn Brown “DBR” (Parent) SEN link; Pay Committee | ✔ |  |  |
| Nadia Martin “NMA” (LA) Data link; Careers link |  | ✔ |  |
| Rachael Adams “RAD” (Staff) Pupil Premium link | ✔ |  |  |
| Nick Giles “NGI” (Headteacher) | ✔ |  |  |
| **Also attending** | | | |
| Karen Harrison – Clerk | ✔ |  |  |

**Quoracy - 6**

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| **Outstanding Action list:** | | |
| **27.02.20** | **20/13 Parent Governor - arrange for vacancy to be advertised.** | **NGI**  **Aut Term** |
| **27.02.20** | **20/20/01 Careers leader to present to governors in the Autumn term.** | **NGI/KH**  **Aut Term** |
| **27.02.20** | **20/20/01 Email suggested visit dates to governors.** | **NGI**  **Aut Term** |
| **27.02.20** | **20/20/01 Helen to present to governors about The Base in the summer term.** | **NGI/KH**  **Aut Term** |

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| **Item** | **Minutes** | **Actions** |
| **20/23** | **Welcome, apologies and declarations of business and pecuniary interests.** |  |
|  | The Chair had been unable to connect via Google Meet. The Clerk and Dawn Brown joined the meeting during item 20/26. PNH chaired the meeting.  The meeting was quorate.  There were no interests to declare |  |
| **20/24** | **Approve minutes of previous meeting, 27th February 2020.** |  |
|  | The minutes were approved as an accurate reflection of the meeting. |  |
| **20/25** | **Matters arising/Outstanding actions.** |  |
|  | It was agreed that due to the Covid 19 pandemic and the need to discuss and agree the risk assessment to allow educational provision for the current Year 10, the actions would be carried over to the Autumn term. |  |
| **20/26** | **Covid 19 Risk Assessment.** |  |
|  | NGI referred to the risk assessment previously circulated.  **Q. Why are only 8 students allocated to each classroom**  A. This is based on social distancing of 2 metres between each student and the teacher, if the guidance changes the number of students could be altered.    It was noted that the review date by the governing body should be altered to 11.06.2020.    **Q. How can we be sure the students are washing their hands correctly?**  A. NGI pointed out that the risk assessment was a summary of guidance, there was a detailed plan for staff which included hand washing and the hand washing stations on entry and exit to classrooms and sections. The Associate Headteacher would give the first lesson to students on how and when to wash hands with very clear guidance.    **Q. Why are students able to use footballs when basket balls are banned?**  A. Staff felt that children should access other activities as well as core subject learning. They would be encouraged to get fresh air and exercise. Basketball had been stopped due to excessive handling of the ball and the likelihood of transmitting infection, however the risk was minimised with a football.  RAD pointed out that with the set up of “Bubbles” of 8 it was not likely that they would interact with students of another group.  NG outlined that the current curriculum offer would be Maths, English, Science, History/Geography, however there were plans to increase this when the time was right.  **Q. Why is MFL not included?**  A. There is currently no member of staff available. Governors asked for this to be kept under review.  **Q. If a student deliberately breaks the 2 metre rule will they be excluded?**  A. NGI said as Headteacher he reserved the right to send them home and they would then be restricted to home learning. It would not be an exclusion but he would review whether the students could return to school on a case by case basis.  Although the PRU is working as normal NGI said he could not imagine having to exclude a student. RAD said that in this year group the risk of permanent exclusion was small. Students had been carefully selected to ensure that they were grouped with others from their wider social circle even if not their closest friends.  Governors congratulated the Headteacher on the risk assessment.  *1735 hours. The Clerk and DBR joined the meeting.*  NGI advised that no cooked lunches were being provided on site. Parents were having to send packed lunches in with their children. Students entitled to FSM were currently receiving food vouchers which should cover their packed lunches. If current guidance changed and the school had to provide hot meals the risk assessment would have to be significantly altered.  NGI said he would be reviewing the risk assessment every week and would alert governors to any significant changes.  Governors unanimously agreed to approve the Covid 19 risk assessment. |  |
| **20/27** | **Plan for maintaining Education.** |  |
|  | NGI reported that online learning was a massive challenge and that they were worried about certain students. Access to the learning had dropped to 27% from 40%. Teachers were going to start delivering live lessons daily..It has difficult getting students engagement high. Staff were phoning and emailing parents but it was a struggle. Some students were unable to access the provision due to IT issues. Year 10s were being given hard copies of work to take away and return for marking, but it was not possible to do that for every year group. 59 laptops from the government were arriving on Wednesday; 30 would be allocated to Yr 10 pupils and other children who had social workers or an EHCP. The IT Manager and Business Manager were obtaining quotes for 100 Chromebooks, as the school would need more If this pandemic was ongoing.  **Q: Could we order in bulk with other schools in a similar situation?**  **A:** Nick said that was a possibility and he would ask Elaine to check.  **Q: Are other Southampton secondary schools finding a similar level of take up?**  A: Nick said it was very comparable across all secondary schools. The children were losing the structure of their day.  NGI said that the bottom line was that online learning was no substitute to learning in the classroom and there was no teacher to support and explain misconceptions.  **Q: How much money has the school spent on Covid?**  A: NGI said he was unsure, but there would also have been savings. It was agreed that would be worth investigating at the next Resources Committee meeting.  **Year 10** would come in socially distanced. An academic tutor had been assigned responsibility to each group of 8 students. They would make sure each student had online access to learning or paper copies. The tutor would see them all in the morning and before going home and be able to take them out of class and chat with them if there were any issues. Specialist teachers would be used for subject teaching and they would be the same teachers every week. Teachers would be teaching a total of 16 children. Parents have been on board, very supportive. All children are expected to attend.  **Q: How will you be recording those not coming in?**  **A**: The Government has said that parents will not be penalised. We will be dogged on those children not coming in, if they don't have a good reason, particularly the ones we are concerned about.  This week students had been expected to wear uniforms and teachers were back in business dress.  **Q: Is it correct that social workers are going to be based back in schools?** A: Yes, that will be happening at some point. It will be a hub covering the local primary schools.  NGI reported that he had genuine concerns about safeguarding. Normally there would be 10-15 emails a week from staff detailing causes for concern and there had only been 2-3 during the whole of the lockdown. He stressed that problems had not gone away and it was difficult to find out what was going on. There were issues with schools having sight of the PPN1s (mechanism by which the police inform Social Services of incidents); Social Services had not been sharing information with schools due to GDPR and confidentiality reasons. NGI said that BTO was emailing all students to remind them of how to disclose privately. Staff phone and talk to parents, but it was more challenging to get to children so that they have a face to face way of disclosing..  **Q: Out of those children in care, how many are living at home or with foster families?**  A: Nine were in foster homes and two at home. The vast majority are in Yr 11; it is these Y11s that we have had significant concerns about as it has been very difficult to engage productively with a small number of them. One CLA in another year group is of significant risk of harm and/or serious crime. DSL is attending all multi agency meetings and we are working closely with carer. |  |
| **20/28** | **Headteacher’s Report.** |  |
|  | **20/28/1 Year 11 grades**. NGI said he was pleased with work the leaders had done on the centre assessed grades. They had looked at the mocks, classwork, prior attainment, literacy levels and made strong valid predictions. It was not possible for data to improve much within subjects this year, Ofqual would be looking at the last two years to make sure it was not significantly different. NGI felt confident the grades given were accurate.  If those grades were accepted, the Progress 8 score would show a slight improvement on last year. If it were possible to take out the seven students that had not been in education at the school, the Progress 8 would be -0.2. If those with less than 50% were taken out the Progress 8 would be zero. The quality of teaching and learning was at national average, however, too many students are not attending or accessing education. Improvements needed to be made for those higher prior attaining boys and the disadvantaged, more generally. It is to be noted that attendance for disadvantaged students is weaker than non disadvantaged.  **20/28/2 Year 6 transition**. 165 students had been allocated to CCFA for September, possibly a few more to follow. A Year 6 parent survey had been conducted, which had been enlightening and provided some strong data. 60% of parents had completed it. Many more 1-1 tours were continuing.  NGI asked governors whether they would agree in principle to Year 7 coming into school for the first two days of term on their own in Sep 2020. This would be subject to agreement by the LA as it would be taking education time from the other year groups. This was agreed unanimously by governors, subject to LA approval/acceptance.  **20/28/3 Reputation**. NGI said he felt that the reputation of the school had improved and we had secured our position as a school who really cares about its families. Governors, staff and the community had been very generous with their contributions towards food parcels for families. Mr Cheeseman had worked particularly hard with a number of charities to provide15 free food parcels every week for 15 of the most vulnerable families alongside over 100 frozen meals..  **20/28/4 Staffing.** NGI said he was very pleased with staffing for next year. No gaps in staffing. All subject specialists except maths. New AHT (Science) will be teaching maths. |  |
| **20/29** | **Future of the School.** |  |
|  | The academisation of the school was awaiting final sign off from a minister in education. NGI advised that he was working with Hamwic around the support needed, the SDP and improvements to the building. A September conversion was planned, but it should be in the Autumn term. |  |
| **20/30** | **AOB** |  |
|  | JMA, WJE and PNH would be carrying out the HT performance management next week.  NGI agreed to ask EPE to send some potential dates to JMA and WJE for a Resources Committee meeting.  The meeting closed at 18.27.  Next meeting - Thursday 16th July at 5pm. |  |