Minutes of (Virtual) Extra-ordinary GB Meeting 02.09.2020 @ 17.00

Attendees: Howard Widdall (HW) (chair), Rachel Ray (RR), Pam Abbott (PA), Chris Gilkes (CG). Anne Conroy (AC) (clerk).

1. GB Membership

HW has received resignation from Simon Cansick. We now have 2 parent governor vacancies

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| RR | Mention vacancies at meeting with new parents next week |
| AC | Check with clerk that no change to process & set up process |

1. Return to School

We now have c.108 children on roll with 21 in EYFS. RR said summer term had provided good experience of procedures needed. These had been reviewed & refined for September return.

No parent had notified RR that their child won’t attend school next week.

PA asked about 2nd hand uniforms. RR said it is available at school events but depends on quality of uniform items received.

1. Risk Assessment

Reviewed by governors and changes made.

Staff will remain in their bubbles. RR & Sam (SC) won’t be in a bubble & maintain social distancing.

Jo Huntriss, Linda Bowman & Rowena Gwatkin will work with children from both bubbles

Dean’s after-school club will be held outside unless wet when he will use the hall and the bubble normally in the hall will use a classroom.

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| RR | Circulate Risk Assessment to staff 3rd September |
| RR | Put identified links on school website |
| RR | Notify parents of links in letter to parents on 7th September |
| RR | Ensure SC & Sally Mitchell (Weaverthorpe) have contact information |

The GB agreed that every effort had been made to ensure the children’s safe return to school next week. The risk was assessed as ‘medium’ given the nature of Covid-19.

1. Policy Review

The following policies overdue from the summer term were reviewed:

* Medical Policy
* Policy for Collecting Children from School
* Behaviour Policy
* Absconding Policy
* Uniform Policy

Two new policies were reviewed:

* Bereavement Policy
* Premises Management Policy (a statutory requirement)

All approved subject to changes.

It was agreed that, while not ideal, NY policies would not be changed to reflect the Langton style because of the work involved in amending future versions.

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| All govs | Forward any further changes to AC by 4th Sept |
| AC | Forward Premises Management Policy to RR to check responsibilities |
| AC | Amend & issue all policies |

1. Feedback on ‘TheSchoolBus’

CG explained that she had discovered ‘TheSchoolBus’ while searching for a bereavement policy. RR, CG & AC had a demo of this software which manages policies, provides up-to-date information on school legislation and also offers e-learning & compliance.

RR has recently renewed the current staff e-learning software.

The main disadvantage regarding policies was the number of NY-specific policies used by the school which would have to be dealt with separately. It also added an extra layer of approval, more appropriate for larger schools.

Governors agreed that we would not purchase this software at the present time.

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| CG | Notify Matthew Robinson that we will not purchase ‘TheSchoolBus’ |

1. Next Meeting

The next meeting will be held via Zoom on 29th September at 17.00.

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| CG | Set up Zoom meeting |

The meeting closed at 19.00.