



**MINUTES
FROM THE MEETING OF THE
BCA LGB
HELD ON TUESDAY 19 MAY 2020
AT 5.00PM
VIA MICROSOFT TEAMS**

Actions from BCA LGB on 19 May 2020

Item Reference	Action	Person Responsible	Date Raised
1.4	ZS for forward out staff organisation chart in new academic year.	ZS	10/03/2020
1.4	FD to invite PF to LGB meeting in Oct 2020 and give an update on the progress being made on Curriculum developments.	FD	10/03/2020
1.4	Governors to feedback ideas on communicating with parents at the next LGB	LGB	10/03/2020



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Members

✓	Mike Hodson	(MH)	(Chair)
✓	Doug Bamsey	(DB)	
✓	Simon Brewer	(SB)	
✓	Jonathan Cridge	(JC)	
✓	Charlotte Dickinson	(CD)	
✓	Ben Hambelton	(BH)	
✓	Sam Lewin	(SL)	
✓	Ali Luckins	(AL)	
✓	Zoe Stucki	(ZS)	(Head Teacher)

In Attendance

✓	Fran Davis	(FD)	(Clerk)
✓	those present		

1. **Procedural Matters**

The Chair welcomed Charlotte and Ben, new Governors to the LGB.

It was noted the meeting was to be recorded and there were no objections to this. Protocols for recording meetings had been forwarded out prior to the meeting.

1.1 Apologies for absence and acceptance/non-acceptance

Mike Hodson had IT problems accessing the meeting. Therefore Simon Brewer, vice chair, took the meeting.

MH joined the meeting at 5.45pm

1.2 Declarations of Interest

None

1.3 Minutes from the last meeting on 10 March 2020

The Minutes were agreed as accurate and will be signed by the Chair when possible.

1.4 Matters arising not contained elsewhere on this agenda.

Actions Outstanding:

- ZS for forward out staff organisation chart in new academic year. ZS
- FD to invite PF to LGB meeting in Oct 2020 and give an update on the progress being made on Curriculum developments. FD
- ZS to consult Governors on the preferred model chosen for options – **Completed** ZS advised this had been put on hold temporarily but the preferred choice is to move to a 3 year KS3 model. We can instigate in 2021 as year 9 have already selected their options and we were not expecting year 8 to do this.

Governors felt this was a good decision as it will be a better process for students in helping them to decide on career choices.

- Governors to feedback ideas on communicating with parents at the next LGB – **Outstanding** – we have different routes to alert us on issues however the main problem is parents raising concerns. Unfortunately we will not be able to look at this until we are back in school. LGB
- CC to forward out to all Governors the Scheme of Delegation. **Completed**

2 Head Teacher Update

Update on current ways of working and plans post June 1st. Staffing – teaching and learning and wellbeing.

ZS gave a verbal update highlighting:

- Letter to parents concerning re opening will have a summary of the most important points.
- Currently between 20-50 pupils coming in but we are seeing an increase in numbers.
- Work is being set on a daily basis through Teams.
- From 1 June R, Yr 1 and Yr 6 will start back. Yr 10 will be in school before the end of the academic year.
- Not possible to run all processes and have groups in on a full time basis, therefore we are proposing ½ day sessions with a max number of pupils in each group. Classes will

be taught by their teachers if possible. After three weeks there will be a review.

It was asked whether the numbers due to return was accurate and what happens if pupils do not come back.

At the moment we have between 40/50% coming back, 30% before the end of term and 20% have indicated they will not send their children back.

Governors thought it was interesting that only 20% not returning this academic year, a good proportion are coming back.

It was asked how staff felt about returning

A lot of anxiety but staff are being positive and are doing this for the children. We want to do this but safely.

Are there any consequences for parents if they do not send their children back

None

Does the data show if there is any pattern/specific group from the 20% of pupils not returning

Very mixed group – some vulnerable children. We will be following up with each parent and ask what is their concern. We have a weekly booking form and will ask parents if they are sending their child next week.

What is the recovery plan, will you be doing assessments to see progress and identify gaps.

We will be focusing on the basics – relationships, routines, how to adapt back into school. Phonics will be a focus for R and Yr One. There will also be forest school and outdoor activities.

In September we will plan for assessment and gaps in learning. The curriculum will be adapted for the first term. There will also be interventions set up.

- Logistics of pupils being at school was shared. ZS was keen to reassure Governors that the experience children will receive at school for the summer term will be as positive as possible. We will also be encouraging them to keep safe.
- Yr 10 - during 1 June – 19 June they will have 30 minute meetings to check they are well and keeping up with the work.
- Teams will keep going as it is working

It was asked if having staff on site the key driver to being able to offer face to face contact.

Yes if we have 80 pupils in, we need 8 teachers (10 per group), we also have to provide online learning and support for key worker children.

Governors noted the difficulty in achieving the right balance and supported the decisions made by the HT.

It was asked if there was a full quota of staff available

We do have some shielding but they are setting online teaching. The problem is if illness occurs. If there was a problem staffing everything would you look outside the school as a resource. No we need familiar staff, but possibly if we could not staff site. The other issue is Unions are suggesting staff should not attend sites.

Would there be any capacity across the Trust to give support All schools in the Trust are taking a similar approach, there would not be any additional capacity to help.

The Chair advised the Trust board were aware of the challenges.

Key worker children have been able to access care until 5.00pm however this will change to 3.00pm, what if a later finish is required They are expected to be collected at 3.00pm however we will look at every case individually.

Very impressive arrangements, what responsibility have parents regarding them or their children having symptoms. We are just reinforcing the government guidelines. If a child presents with symptoms during the day, they will be isolated and then collected by a parent. If they test positive whole class and teacher would have to self isolate.

Pupils – SEN, Safeguarding, vulnerable, year 10 laptop scheme, Free school Meals /vouchers and numbers attending school/tutor contact.

- We are contacting SEN/vulnerable pupils on a weekly basis.
- Safeguarding team is following up on those who we are unable to contact. They will do home visits, in pairs, if necessary but it does take up staff time.
- We have supplied 30 laptops and 1 dongle to year 10 pupils who have no IT or are classed as vulnerable.
- FSM voucher system has been working well but we may have to transfer to EdenRed a Government scheme.
- Tutor contact – communication with pupils is in Teams, not individual conversations.

Staffing – teaching and learning/Wellbeing

Covered earlier

GCSE Results 2020

- Yr 11 students will receive a grade that reflects their 'expected' grade, staff will rank order by subject.
- Moderation will be based on historical data, evidence and pupils work as well as national data.

- Guidelines for BTEC assessment has not been released yet.
- There is an appeal process and they can resit exams if they wish.
- We have been fair and rigorous in this process.

Governors agreed they had absolute confidence in BCA's process.

It was asked when the results would be released.
Same time – 20 Aug.

It was asked what measures were in place to support Yr 11
We are ensuring they have an effective transition by offering career advice and guidance via online or phone calls. Some colleges are reaching out to them. We are also launching Be Ready an online resource and tool.

We have only 3 pupils without a known destination.
It was asked if Focus 5 was involved with the 3 pupils.
Yes we have had a transition meeting online, everyone is involved with supporting them.

It was asked if ZS had any particular worries/concerns
Staff getting ill is a big concern as opening and supporting pupils is 100% reliant on our workforce to deliver it. Covering the 3 areas of being in school, key worker children and online teaching is going to stretch us.

It was asked what was happening with an excluded pupil
We will have to hold a virtual meeting. An EHCP with the Bridge school is in place. We will need to conclude this before the end of the academic year.

Governors congratulated ZS on the fantastic approach by the school to support pupils. The amount of information given to parents and pupils and planning involved is extremely impressive. The safeguarding Governor was also very impressed with the safeguarding team having such great systems in place.

The Chair asked for their thanks to be passed onto the whole team.

6 Date of next meeting – 9 June 2020

This will be changed to a date in July when an update can be given on opening the school.