



**MINUTES  
FROM THE MEETING OF THE  
OPS LOCAL GOVERNING BODY  
HELD ON MONDAY 13 JULY 2020  
AT 6.00PM VIA MICROSOFT TEAMS**

**Actions from OPS LGB on 13 July 2020**

| <b>Item Reference</b> | <b>Action</b>   | <b>Person Responsible</b> | <b>Date raised</b> |
|-----------------------|---|---------------------------|--------------------|
| <b>1.4</b>            | CW to contact owners of neighbouring land to ascertain whether they can offer any assistance with regard to the issue of accessing the school. CW to have a further discussion with tenant and feedback to LGB. | CW                        | 02/03/2020         |
| <b>1.4</b>            | NM to look into company volunteer days and advise CL/LGB. FD to follow this up with NM in September.  | FD/NM                     | 02/03/2020         |
| <b>1.4</b>            | FD to add GGT to the LGB Agenda in November 2020. CL to give update on Performance management plans in November 2020.   | FD/CL                     | 02/03/2020         |



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Members

|   |                  |      |                  |
|---|------------------|------|------------------|
| ✓ | Claire Winson    | (CW) | (Chair)          |
| ✓ | Nik Fairfax      | (NF) |                  |
| ✓ | Ali Pugsley      | (AP) |                  |
| - | Charlotte Powell | (CP) |                  |
| ✓ | Anne Constance   | (AC) |                  |
| ✓ | Tina Webber      | (TW) |                  |
| ✓ | Claire Luce      | (CL) | (Head Teacher)   |
| ✓ | Bethan Mockridge | (BM) | (Staff Governor) |

In Attendance

|   |            |      |         |
|---|------------|------|---------|
| ✓ | Fran Davis | (FD) | (Clerk) |
|---|------------|------|---------|

✓ those present

1. **Procedural Matters**

The Chair welcomed everyone to the meeting.

**1.1 Apologies for absence**

Charlotte Powell – Apologies accepted.

**1.2 Declarations of Interest**

None

**1.3 Minutes from the last meeting on 2 March 2020**

Minutes were agreed as accurate

**1.4 Matters arising not contained elsewhere on this agenda.**

Outstanding Actions

SR to put in a bid to Hinkley Point Community Grant for funding to develop the outside play **Completed** CL advised they had been in touch with the EDF Community funding and this was not something they would be able to fund.

CW to contact owners of neighbouring land to ascertain whether they can offer any assistance with regard the issue of accessing the school **Ongoing** CW has spoken to tenant concerning land but will have another conversation and feedback to LGB in September.

**CW**

NM to look into company volunteer days and advise CL/LGB - **Outstanding** – FD to follow up with NM in September and give an update.

**FD/NM**

FD to forward out helpline number to LGB - **Completed**.

FD to add GGT to the next LGB Agenda – **Outstanding** CL advised Performance management had been put on hold. Targets will be set in Oct but unsure if they will be new ones or continue with the old ones. TG, Trust Education Director and CM, Staff development, will lead on this. CL to give update in after October half term.

**FD**

**2 Head Teacher Update**

The report had been circulated to Governors prior to the meeting and was available on Trust Governor.

CL drew Governors attention to the highlights:

- After the half term we opened up to more children and it is going well. There are four bubbles however younger pupils find social distancing more difficult.
- From 22 June we were allowed to offer places to other year groups. We carried out a parent survey to gauge interest and 15 children wished to return. We therefore created an additional bubble with LE leading this and DT supporting. However it is a mixed age group and LE is not their usual teacher.
- Pleased to report many thank you messages have been received from parents.
- We are averaging 52 pupils per day including preschool.

A parent governor noted their child was enjoying the mixed age class and liked the individual desk and resources set up.

It was asked how much age appropriate academic learning was happening  
 There has been least disruption for MD and BM however NI and LE have had the most due to the mixed classes. We have ensured that pupils whether in school or home learning have the same activities as we do not want pupils at home to feel they have been forgotten.

It was asked how many staff are in school

We have all staff back with 2 TA's in a class to support the largest groups.

What plans do you have for teaching and assessment in September  
We will be carrying out assessments to ascertain what level pupils are at and then carry out targeted interventions.

We are also going to be conducting a parent survey shortly and some additional questions have been added to include feedback on home learning and how parents have managed and whether they need any additional support if there was a localised lockdown. We will then use this information to plan for a worst case scenario.

- EW has been completing EHCP's. It is long process
- FSM vouchers have been running smoothly since changeover to EdenRed. Parents will receive vouchers for the summer holidays.
- The Trust has taken the decision not to open their schools during the summer break as staff need the time off.
- Due to high numbers the Preschool is open on a Friday and we will continue with this in September. Currently 17 due to start in September.
- Additional three families joining us in September, one from Spaxton, one from Wembdon and one from Wookey bringing us to a total of 74 children.

There was a discussion on the increasing numbers and the possibility of an additional class being created. CL has been in discussion with PLE concerning this.

Governors were very supportive of having an additional class and felt this was a good move for the school.

CL advised the reopening plan had been approved by the BTCT Board and highlighted some of the points:

- We currently have a good routine established which will help in September.
- No bubbles but children where possible will remain in consistent classes for most of the day apart from some specialist teaching such as phonics.
- Wraparound care to resume and this will be based in the hall.

Having read the plan Governors felt this was very well set out and comprehensive.

It was asked if children returning to school, in September, could have buddies to help reintegrate.  
It might be something we could look at.

It was asked what happens if a child has a cough/cold.  
We have to treat it the same as possible Covid symptoms. They would be expected to stay at home and follow the Government's self-isolating guidance. If they test negative and have a cough they can still return to school. We will however need parents to have a level of consideration in not sending children in with coughs/colds.

Governors felt the communication and home learning had been fantastic and staff should be commended on their efforts. It was also felt that the passion and positive attitude of staff shone through and they were to be congratulated.

CL thanked the governors and advised being in a Trust has helped.

It was mentioned about wearing school uniform in September.

Pupils will be wearing school uniform in September as it gives a more united feel to the school as there can be a little of a relaxed attitude when there is not one in place.

### 3 **ADP**

CL advised more detail needs to be added as this had not changed much due to the fact most systems and processes had been embedded over the last two years and needed time to see results. Some things are outstanding and they will be carried forward for September.

Areas to note are:

- IT will be changing and we need to monitor the outcomes from this.
- Maths intervention will be needed and therefore timetables will be adapted.

It was asked if there was capacity for pupils who had fallen significantly behind to catch up

CL confirmed pupils will be assessed and we will do as much as we can to bring them up. There is catch up funding from the Government and when we know more on this, over the summer, we will be able to decide how best to support them.

It was also asked how pupils' social and emotional wellbeing will be supported

We have Elsa trained LSA's who will support with this work and if we need more help we will ask for it from the Trust.

It was asked if another member of staff could be trained in this Possibly but there is a cost implication of £600 but it is an invaluable skill. CL will be discussing additional support with PLE.

It was noted that SCC had received a very poor SEN report and schools were unsure how this would impact on them.

It was asked if parents will know about children's progress

There will be a letter sent out explaining what we are proposing to do to assess pupils. From this we will report back to parents and hopefully at some point we will be able to invite parents in or meet with them virtually to have these discussions.

CL confirmed no reports would be sent out this term as they were lucky enough to have parents evening and up to date results prior to lockdown.

Governors felt this was a good plan for assessing and tracking pupils' progress with parents being kept well informed.

**AOB**

CL wished it to be noted their thanks to CP, who was stepping down as Governor at the end of August.

It was also noted that NI was leaving Otterhampton and returning to BCA at the end of the academic year.

**4 Date of next Meeting – Monday 4 September 2020**

The Chair thanked the staff and HT for all their hard work, dedication and support to the children and their families and wished them a good summer break.