



Alma Park Primary School

Extra Governing Body Meeting: **Minutes Monday 11th January 2021 at 4pm**

Achievement Partnership Success

Present via remote meeting

Mr David Cooke	LA Governor (Vice-Chair)
Ms Kate Hickman	Parent Governor
Ms Karen Houghton	Co-opted Governor (Staff)
Ms Helen Hulme	Parent Governor
Ms Sam Howell	Staff Governor
Ms Hannah McHugh	Parent Governor
Ms Monika Neall	Parent Governor (Chair)
Mr Charles Parfitt	Headteacher
Ms Carys Williams	Co-opted Governor

Apologies:

Ms Shazia Dar	Co-opted Governor
Ms Tina Kirwin-McGinley	Assistant Headteacher for the sensory service / Co-opted Governor (Staff)
Mr Ikhlas Ur Rahman	Co-opted Governor

In attendance:

Ms Kathy Crotty	Clerk
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The meeting was quorate

Any text in red bold italics represents Governor question (Q); challenge (C); Governor and/or clerk support (S). Black bold upright represents decisions and actions.

1. Welcome & Apologies

Apologies were received and accepted from Tina Kirwin-McGinley; Mr Ikhlas Ur Rahman and Shazia Dar (maternity leave).

2. Declarations of non/Pecuniary Interests

- Monika Neall has one child in the school; Hannah McHugh has one child in the school; and Helen Hulme has two children in the school.
- Hannah McHugh works for a company that provides Educational Psychology services.
- There were no other declarations of interest other than those already declared on the school website.

3. Headteachers Update

- Karen Houghton reported the school had audited staff over last weekend and all but two were willing to work in the school building and two other staff were shielding. The school was intending to open for all children then Government advice changed and on Tuesday the school opened for vulnerable children. The school was able to meet all requests and is offering a place if only one parent is a key worker. Families of vulnerable children were

contacted to offer a place and full-time nursery children were offered a place in line with Government requirements. This gave a maximum of 13 children in each class. On this basis key worker children started on Friday.

- The whole staffing arrangements needed reorganising for the whole school. There are two staff in each bubble, sometimes this is two TAs. Staff have indicated it is hard to provide online learning all the time so there is a mix of staff working from home and in school. In every group there is a capacity to deal with any requirement to isolate. On Friday there was between 5 and 12 children in each class. There are 70 children plus 15 HI children in school. The HI children were in school from last Tuesday.

Q: What is the situation with the nursery places?

All full-time nursery children have been offered a place as these have paid for their place. Some part-time vulnerable children and the HI children have a place.

- There is some surplus capacity and the leadership will review offering additional places from the first round of the welfare calls if there are more vulnerable children who could be considered. Before key worker children were offered a place, all staff were asked if they knew of any vulnerable children and these were already added to the lists.
- The Headteacher reported this is a changeable picture. The government is expected to advise on safe numbers and this will be taken into consideration.

Q: Is there an optimum number for each class? There might be issues of children not engaging who might benefit from a school place.

The school will follow guidance and the understanding in the summer was 15.

- There are issues with the IT which are being worked through, new microphones are being introduced. The current arrangements mean staff have to prepare live lessons when in school. There are different levels of confidence in using IT with different staff. Some staff are taking more time with editing.

Q: Can you make a video with another staff member such as a zoom conversation? This might be more informal and easier for staff who are not as confident?

The staff are not available as they are teaching themselves so this would have to be done in the evenings.

The school is working on requests for places.

Q: How are schools monitoring the engagement of learning? Ofsted have suggested parents contact Ofsted if they are not happy with the quality of home learning.

This will be monitored after a couple of weeks. The staff governor reported she is monitoring all contacts and this is sent to the welfare officer for a follow up call to ensure there are no issues.

Q: Information has been circulated about data allowances from network providers, has the school shared this information with parents?

Monika Neall will share the information with the Headteacher so this can be circulated to parents.

Q: Are there any opportunities for staff to share ideas?

There has been a zoom meeting with the IT staff to help teachers. The school is conscious about not expecting staff to meet remotely in addition to remote learning.

Q: What are the main concerns of the leadership and how can Governors help?

The next issue is FSMs (free school meals). The DfE is advising food parcels as the voucher system is not available this time. The school is waiting for further guidance.

Q: Why is the Government not issuing vouchers?

There is a view that the food parcels will be targeted more at what children need.

Action: CP to ask parents what they prefer and will ask Manchester Fayre what they intend to provide.

The Headteacher informed the GB that MCC (Manchester City Council) have been extremely supportive and reassuring. The school has made a good start. The school is mindful about the engagement of some children.

Q: Will there be any review of child contact with staff such as online meetings or phone calls.

The school is mindful of safeguarding issues.

Q: Did you manage to have a rest over the Christmas break? Governors are concerned about the workloads of leaders and staff during this pandemic crisis.

The leadership are trying to keep a sensible pace. Governors were aware of the constant changes of guidance and the speculations. The population is feeling discombobulated.

Q: Governors asked about communication with the school community and felt parents and carers might need some support when the news is full of speculation etc. Even if we can only say that we'll let parents know information as soon as possible, this may help to ease anxiety a little.

The meeting was informed parents are accessing the school website so this is a good forum for sharing the latest messages.

4. Dates of 2020/21 Meetings

- 11th February 2021
- 25th March 2021 (Budget closedown)
- 20th May 2021
- Thursday 24th June 2021



Signed.....
(Monika Neall Chair of Governors)

Date: 11th February 2021

Meeting ended 16:05

Summary of actions

- Action: CP to ask parents what they prefer and will ask Manchester Fayre what they intend to provide.