



GOVERNING BODY OF TWINEHAM CE SCHOOL

Minutes of the virtual meeting held on Wednesday, 17th June 2020

Present: Mr S Reece, Mr A Chapman, Ms M Clinton, Mrs L Rydon, Mr R Hirst, Mr C Sykes, and Mrs M Smith

In attendance: Mrs C Barker (Clerk)

20/28 Opening Prayer

20/29 Apologies for absence: None – all governors present online

20/30 Declarations of interest: Mrs Dennis declared an interest as a County Councillor for West Sussex.

STRATEGIC SECTION

20/31 Head's Report

The report had been circulated prior to the meeting by email but as some governors had not received the report the Head summarised it as follows:

- The opening of the second phase to open the school wider and welcome back pupils from Years 2 – 5, on a part-time basis.
- Support will be given to families who are isolating;
- Forecast numbers on roll from September – Year R 8, Year 1 16, Year 2 16, Year 3 15, Year 4 10, Year 5 15 and Year 6 15. Although Year R numbers are low, reflecting low pupil numbers locally, seven new children have applied to join Twineham, although these are not yet confirmed. Bolney and Twineham School have jointly marketed their schools in Hurst Life.
- Staffing structure for September – see Minute 20/32;
- Inset days for 2020/21 – see Minute 20/33;
- No exclusions reported;
- Racist/Hate incident report – no incidents to report. As part of the school's focus on equality and diversity the school is tracking hate incidents relating to homophobia, biphobia and transphobia. One verbal incident of homophobia was recorded and addressed by the class teacher with the parents and pupils involved.
- Quality of teaching and learning – teaching and learning are monitored through Seesaw and weekly Zoom meetings with all teachers.
- Assessment – the report format has been adapted to provide a personalised section on the child's attitudes to learning and specific effort/achievement based on the pupil's work to 20th March. Separate comments will reflect key issues relating to home learning, the next steps and celebration of strengths. The Head's comments will add further detail to help children and parents feel valued and informed.
- All statutory assessments have been cancelled nationally;
- Attendance – improved before the Covid 19 closures. The Head is working with the families of poor attenders;
- Safeguarding – no open cases or notifications;
- FSM – Long delays experienced with the provider, Edenred. To cover this staff delivered hampers of food to families affected.

- The loss of the lives of two parents who had given support to the school. Help has been provided remotely to the families with advice given by Winston's Wish and by following the procedures set out in the school's bereavement policy. The children from each family are in school.
- Health and Safety/Buildings and Grounds – the new trim trail was installed in the May half term and is currently being enjoyed by Year 6 and key worker children. The new roof installation, including new fascia, will take place over the summer holidays and will be project managed by West Sussex. No issues have been identified and there is no asbestos on site.
- Values – Across the whole school community the values have been lived over the past few months. The Head has felt well supported by parents, governors and staff. He reported that governors had asked important questions at crucial times and the governors responded that they had every confidence in the Head's decision making.

The Head invited questions.

Q. With the cancelling of the SATs tests is there any indication as to how well the pupils are doing?

A. The Year 6 pupils have been completing practice papers. These provide key assessments as to how they are doing and who is on track and any issues. Years 5, 4 and 3 have had access to NFER papers but these will not provide scores. With phonics in Year 1, reading books have been linked to sounds. It has been harder with remote learning. However, although the children will have missed one term of phonics learning they will catch up and will not miss the phonics test next year.

Q. How are children requiring additional support faring?

A. One EHCP child is receiving individual support and others are supported remotely. It has been difficult and the best support is where it has been personalised. Some children will benefit from being in school for two days per week.

Q. Do those children in years R, 1 and 6 have to attend?

A. No – some may not attend due to having Covid 19 or some may choose not to attend. There are no fines and children not attending will receive home learning. More children are returning- 100% in one year group.

Q. What is planned for the Year 6 children who will be leaving?

A. Obviously the service at Worth has been cancelled but we are going ahead with the leavers' hoodies and we are looking to have the shirt signing if it can be done safely. The trip to the recreation ground can go ahead and we could have a picnic. Maybe a communal video – we want them to feel special.

Q. Will the bibles be presented as normal?

A. Yes, we have a couple left over from last year so will only need eight which will be ordered.

Q. Would something involving song and dance be possible – like a virtual party?

A. That would be a good way to link those at home with those at school and we could see what we could do.

Q. Will those who are isolating in Year 6 miss out on experiences?

A. All pupils not in school in Year 6 would be advised of the plans in case they wished to participate. It is important that all the activities are inclusive.

Q. How are the farewells to Year 6 from other pupils in school to be managed?

- A. Which ever way this is managed it will have to be creative in order to follow the social distancing rules. We have to be realistic about what we can do now or in the future. Perhaps the Year 6 pupils could be invited back in September.
- Q. How are the transition arrangements to be carried out?
- A. Some secondary schools have planned events and there is also a virtual transition day on 1st July. Secondary schools have been in contact with their pupils in various ways through webinars, Zoom meetings and schools contacting parents more. It is the same for early year's children and it is hard not knowing what will happen in September. Staff are doing what they can.
- Q. Will there be a leavers' letter as usual?
- A. Yes, I will provide one but it may be longer in the circumstances.
- Q. What is happening about Ofsted inspections – do we need to be ready for January?
- A. Inspections were suspended with lockdown and only take place in respect of safeguarding issues. The school will need to be Ofsted ready as soon as it opens but there is a possibility that inspections will be put back as they will be four months behind schedule. Certain aspects need to be watertight all the time – safeguarding, Pupil Premium and Sports Premium. We need to be aware that the goalposts may move in respect of vulnerable families and inclusion priorities. Training in respect of readiness for the 'deep dive' topic has been suspended. We need to focus on curriculum intent, especially the key drivers for equality. Black history needs to be embedded into the curriculum together with celebration of black culture. There needs to be a curriculum that prepares pupils for the modern world alongside independent skills, which is currently included in the School Development Plan, to empower one's own learning.

20/32 Class Structure for September 2020

Class	R	1	2	3	4	5	6	Total
Buttercups	8	16						24
Poppy			16					16
Willow				15	10			25
Oakwood						15	15	30

Governors noted that there would be a separate class for Year 2 and that the small cohort in Year 4 would be combined with Year 3.

20/33 Approval of Inset Days for 2020/21

The following inset days were approved by the governing body:

- Friday, 2nd October 2020 – Professional development
- Monday, 2nd November 2020 – Curriculum
- Monday, 4th January 2021 – Curriculum
- Monday, 7th June 2021 – Assessment
- Friday, 9th July 2021 – Planning

BUSINESS SECTION

20/34 Approval of the Minutes of the meeting held on 21st May 2020

The minutes of the meeting of 21st May 2020 were approved. They would be signed by the Chair when the governing body next met in person.

20/35 Matters arising:

20/9 Sex and Relationship Policy – the consultation has not taken place

due to the current circumstances. It is anticipated that work on this policy will resume in the Autumn term.

20/13 Comments had been received back on the Equality Policy and amendments made. The policy would be re-sent to governors.

19/84 The Head advised that a different adviser would be visiting, Helen Smith but no visits were anticipated at the present time.

20/22 The Head confirmed that the 2020/21 budget had been signed off by the Chair and sent to West Sussex.

20/27 Dates of future meetings:

A draft schedule of meetings for 2020/21 had been circulated to governors. No further committee meetings would be held this term although it was requested that an agenda item be included in the next FGB meeting to address any outstanding issues from the committees.

The following changes were made to the draft schedule:

FGB 2nd meeting of the Summer term to be held on 19th July 2021

Q & S Summer term meeting moved to 27th April 2021

All other dates were agreed.

Next meetings:

FGB

Virtual meeting to be held on 6th July 2020 at 9.45am for 10.00am

Quality and Standard Committee: (at 2.45pm)

Autumn term: 22nd September 2020 - tbc

Resources Committee: (all at 10.00am)

Autumn term: 1st October 2020 – tbc

Faith Committee: (at 3.30pm)

Autumn term: 14th September 2020 - tbc

Minute No.	Task	By whom	When
20/9	Approval of Relationships and Sex Education Policy	Q & S Committee	22.9.20.
20/13/35	Equality Policy to be re-sent to governors	Head	By 6.7.20.
20/27	Agenda item for next FGB meeting – discuss any outstanding committee issues	Clerk	6.7.20.
19/84	Clerk to note dates of LA adviser’s future visits and include an agenda item in the FGB meeting following the visit.	Clerk	As and when