

Thomas Alleyne's High School, Uttoxeter

Minutes of an extraordinary meeting of the governing body (held remotely via Zoom) on Wednesday, 20 May 2020 at 6.00pm.

Present:

Mr M Prescott (chair), Mr A Barton, Mrs P Curtis, Mrs B Davies, Mr T Hollins, Ms R Horry, Mr P Hudson, Dr M Jary, Mr M Osborne-Town, Mr P Taylor.

Mrs J Rudge (Headteacher)

Also in Attendance:

Mr A Storer (Business Manager)

Mr R Sheldon (Clerk to the Governing Body)

Apologies:

Apologies for absence were received from Mr S Clarke and Mr M Cruddas.

Introduction to Meeting:

Mrs Rudge, headteacher, thanked governors for attending this extraordinary meeting of the governing body which had been arranged to consider the school's risk assessment in readiness for the partial reopening of the school.

Risk assessment:

A copy of the school's risk assessment had been previously made available in Office 365 and the headteacher reported that, in the absence of local authority guidance at that time, the school's risk assessment template had been put together taking account of guidance received from other reliable sources. The risk assessment had been shared with members of staff who were very positive in their response to the document and notes of that meeting had also been made available. The headteacher further reported that local authority guidance had subsequently been received and was pleased to confirm that the school's template covered all issues included in the local authority guidance. It had, however, been updated where appropriate to take account of the guidance.

The headteacher reported that official Government guidance for secondary schools was still to be received but assured governors that the risk assessment would remain under review and revised as necessary to reflect national guidance when received.

The headteacher confirmed that the risk assessment had been put together with the initial view of the school partially reopening on Monday, 8 June 2020. The headteacher then went through the detail of how this could be achieved.

Planned Partial Reopening:

The headteacher reported that in planning for the partial reopening of the school a cautious approach was being taken and she wanted to ensure that any arrangements put in place were for the benefit of the school community. Discussions had also been held with headteachers of other secondary schools in East Staffordshire to try and achieve some consistency across neighbouring

schools. She was also mindful of Government advice that students had some face to face contact with teachers before the end of the school year.

The plan was for the school to partially reopen on Monday, 8 June for Y12 students only. Those students would be expected to come into school for 2 ½ hours each day and the following school blocks would be open to them – JCB block; Science block; Sports pavilion. (The Maths block would remain in use for children of key workers). It was anticipated that there would be 11 classes with a range of between 6 and 13 students in each class. The canteen would be open for access by students although it would not be serving food. A one-way system would be in place for movement around the different blocks and all security and fire alarm systems would remain in operation. The headteacher further reported that the arrangements in place for the Y12 students would enable further consideration of the risk assessment, with a view to the admission of other year groups in the following weeks. All current and future decisions around the partial reopening of the school would be dependent on teaching and support staff being available. This included in particular the cleaning staff who would ensure that a thorough cleaning programme was in place.

The Y12 students would have a reduced curriculum and the time would be used to ensure that all student progress could be monitored and recommended work streams made available to them. The Y12 students would only be in school for the week commencing 8 June and then expected to return for the final week of the school year – 13 July. The headteacher reported that this had been proposed to ensure the availability of teaching staff as other year groups were admitted into school. It would also help limit the movement of students and staff around the school site.

The headteacher reported that consideration was still being given to the partial re-admittance of Y10 students from 15 June and that the senior team was currently considering how this could be achieved. Various options were being considered, with priority being given to English, Maths and Science teaching and discussions around future subject options.

Governor Discussions:

Full discussion took place following the outline given by the headteacher for the partial reopening of the school. The discussions included consideration given to both the educational advantages for the students and their health and wellbeing whilst in school. Governors recognised the importance of all students, where possible, to have some staff mentoring before the end of the school year. In considering the health and wellbeing of students the following issues were taken into account:

- PPE – governors noted that guidance was that the wearing of face masks by teachers was not necessary but all first aid staff must have access to the full PPE pack. The headteacher was confident that PPE would be available. All staff would be required to adhere to social distancing and, if this was not possible, then the school would not re-open. Hand sanitisers would be available in every classroom and throughout the school.
- Toilets – only one person would be allowed in a toilet block at any one time and that a system was already in place to help ensure that this was so. The business manager was pleased to confirm that the system, currently in use for children of key workers in schools, was working as well as could be expected.
- Water fountains – all fountains around the school had now been taken out of use and students encouraged to bring water bottles into school.
- Staff supervision – a member of the senior team was allocated to each teaching block in use and were accessible by both students and other members of staff as necessary.
- Staff attendance – the headteacher confirmed that vulnerable members of staff would not be required to attend school.

Discussion also took place around the online learning available to students and how well this had been received by parents and the headteacher confirmed that work to enhance this further continued. Governors welcomed this particularly given the future uncertainty around the reopening of schools.

Brief discussion also took place regarding the impact on the numbers of students seeking university places and it was noted that there was evidence to suggest that a number of students from the school, and nationally, were considering postponing going to university for a year. The headteacher reported that a zoom meeting was shortly to be held for students to discuss this issue.

Finally, governors asked if the views of parents would be taken into account, particularly as some of them may feel that the limited educational offer was not worth the risk of their child attending school. The headteacher that the parents would be assured that students would only be admitted to school if the risks were mitigated, as outline in the risk assessment, but that parents would still have the final choice as to whether or not send their child to school.

It was resolved –

- i) That the headteacher be thanked for preparing the risk assessment and that it be received and noted.
- ii) That governors approve the risk assessment as presented but that that the headteacher be authorised to continue to update it to take account of any further guidance that may be received.
- iii) That, on the basis of the risk assessment, governors support the partial reopening of the school as outlined by the headteacher but that the decision be kept under ongoing review.

M Prescott

15 June 2020

Signed:

Date: