

Minutes of the Governors' Meeting held via Zoom on Tuesday 8th June 2020 at 6.00pm
Meeting held virtually due to lockdown and social distancing measures during the coronavirus pandemic

Present: Mrs J Cook (Chair), Mr J Arrowsmith, Mr B Legrove, Mr J Ring, Mr J Arrowsmith, Mr L Morley, Cllr E Nockolds

In attendance: Miss J Davenport (Headteacher), Mrs R Curtis (Clerk)

No	Agenda item	By date	By whom
1	Apologies Mr C Anderson, Cllr Thomas Smith – unsure if Cllr Smith received the email about the meeting.		
2	Notification of Any Other Urgent Business Finance matter.		
3	Declarations of Interest None		
4	Transition Plans and Class Sizes <u>Class Bubbles</u> The Headteacher detailed bubble sizes for each classroom. This is the number of children which can be in a classroom while adhering to social distancing of 2 metres. There are an increasing number of requests from parents to send their children to school but there is concern from the Headteacher and staff as to the numbers they can safely accommodate. Reception is the largest room and can take 15 children. Owls Class (60 sqm) holds 10 children, currently all key worker children. Hedgehog's class holds 9 children who are currently Reception children – non key worker. Both Year 2 classes can hold 8 children each. Mr Legrove asked if this takes into account 4 sqm for each child, the Headteacher confirmed this and also allows for some carpet space. Governors discussed the need for maintaining the safety for staff and children and agreed that the Hall area is not suitable for teaching as it has no external door and is a walkway to and from other areas of the school. Mrs Morley proposed that the numbers set for each bubble given the classroom sizes are accepted by Governors and this was seconded by Mrs Cook and unanimously agreed. ACTION: Mrs Cook and the Headteacher to draft a letter to parents requesting a space, that based on current government guidelines these numbers must be adhered to and if these spaces have been allocated, additional children cannot be accommodated.	ASAP	H/T and JC

	<p><u>Transition Plans</u> The governors discussed a joint draft letter with the junior school detailing transition arrangements for Yr 2 children. It is planned that the 2 weeks back in September children will return to SWIS before moving to the Junior School. There was also discussion around a letter to be sent to parents of new Reception intake, there will be a delayed start for these children with gradual visits leading up to being in School full time in mid October. Governors agreed that sending out this letter will give parents a chance to plan. ACTION: Headteacher to draft and send.</p> <p>Cllr Nockolds proposed acceptance that both letters are sent and this was seconded by Mrs Morley and unanimously agreed.</p>	ASAP	H/T and JC
5	<p>Dates of Future Meetings It was agreed that sub committee meetings would not be held at the moment. The next planned date for a full Governors meeting is Thursday 9th July 2020, 5.30pm.</p>		
6	<p>Any Other Urgent Business The Headteacher said that she had been working with the secretary on facilitating electronic payments to be made to suppliers from September.</p>		

The meeting closed at 6.40pm.