

Roath Park Primary School
Minutes of Governing Body Meeting
Held on Monday 15th June 2020

Present:

Cllr P Wong	LA Governor
Cllr S Lent	LA Governor
Dr R Harris	Parent Governor
Miss H Jenkins	Clerk
Mr C Childs	Community Governor
Mr G Tully	Parent Governor
Mr J Keohane	Head teacher
Mr L Fitzgerald	Observer
Mr S Williams	Community Governor
Mrs M Sims	Parent Governor
Ms B Proctor	LA Governor
Ms J Marker	Teacher Governor
Ms M Evans	Teacher Governor
Mrs S Jones	Teacher Governor
Mrs K Keegan-Smith	Observer
Mr D Heryett	Challenge Advisor
Mr G Brown	

Ref	Minutes/Actions	Action
1. 1.1	<p>Welcome and Introductions</p> <p>Mr Keohane welcomed all Governors to the meeting and thanked everyone for their attendance. This welcome was extended from Cllr Lent.</p>	
2.	<p>Phased reopening of school plan; Strategic Leadership Team</p> <p>Mr Keohane shared RPPS plan for staff, parents and pupils phased reopening plan with all members of the Governing Body in advance of the meeting.</p> <p>Mr Keohane thanked all staff at RPPS for all their hard work and emphasised his pride of the leadership response.</p> <p>Mr Keohane explained that schools will reopen on the 29th June to 'check in, catch up and prepare'. Mr Keohane shared Roath Parks Aims:</p> <ul style="list-style-type: none"> • Ensure staff, pupils an the community are safe with wellbeing as top priority • Provide a 'safe physical space' to allow 'pods' to meet • Ensure consistency in approach, including social distancing, learning and cleanliness • Check it will all pupils • Link school and home learning in a fully blended 	

approach

Mr Keohane shared the key highlights of the document:

Week 1: Monday 29th June 2020 - Friday 3rd July 2020

Children of Keyworkers will return to RPPS with drop off from 8am and pick up at 5pm. In addition to keyworker children the schools will be targeting small groups of pupils who they are aware might find returning to school challenging.

Mr Keohane explained that the keyworker childcare is being managed by the Local Authority and will help the school identify how many additional children can be on site at one given time.

Week 2 – 4: Monday 6th July – Friday 24th July 2020

Pupils will be brought back in small working groups and will attend half day sessions. The learners will be grouped and a maximum number of 8 children in Nursery-Year 1 classes and a maximum of 10 children in year 2-6. Two half day sessions will be provided to a child each week, Mr Keohane confirmed he is waiting for confirmation on whether the key worker children will remain in a pod or integrate back into their year group classes.

Mr Keohane shared the timings of sessions with the Governors, looking at additional sessions for vulnerable pupils and small stand-alone sessions for Nursery children.

Entry points for different classes and allocation of group sessions was discussed.

Mr Keohane informed the Governors that the activities will focus on; well-being, literacy and numeracy and will link to the online learning the school is providing.

Mr Keohane explained that RPPS are keen to keep siblings together to make childcare more accessible.

RPPS will close for a full day every Wednesday except for key worker children to allow time for the cleaners to deep clean the school mid-week.

Mr Keohane explained that all members of staff have completed a risk assessment developed by the Local Authority. The assessment allows SLT to identify the schools staffing capacity. Currently there is nobody within the school considered a very high risk, there are only three members of staff considered a high risk.

Mr Keohane confirmed that the plan includes all RPPS teachers coming into school on a Monday and Tuesday to lead on work and link activities with online learning.

Mr Keohane confirmed that there could potentially be 140 children on site at a given time and therefore highlighted the social distancing measures that will be in place.

Mrs Keegan-Smith asked if 'identified' vulnerable children will access a separate provision with key workers or will they access class pods. Mr Fitzgerald confirmed that RPPS are keen to have them access mainstream learning throughout the day.

Mr Harris asked if Mr Keohane knows how many parents are planning on allowing their children to return to school. Mr Keohane explained that a parent/carer questionnaire was circulated and 221 responses were received with 177 intending on sending children back. Mr Keohane confirmed however, that the data needs to be updated.

Mr Keohane explained that all schools are required to have an isolation room and RPPS will be in the Foundation Phase building.

Mr Keohane shared with Governors how toilet facilities will be managed and adhere to social distancing measures, seventeen hand sanitizer pumps have been ordered and signage.

Upon arrival to school:

- Pupils will go straight to their 'pod' classroom
- Pupil should not bring a bag, coat or toys
- Pupils will wash their hands for 20 seconds
- Pupils will be assigned a desk, stationary pack and workbook

Water fountains will be switched off, no snack will be provided however, they can be brought. No lunch time on site however, SLT need to review how lunch time will work for keyworker children.

Uniform doesn't have to be worn but clean clothes are compulsory.

Mr Keohane confirmed that there will be no need to wear PPE when carrying out normal duties within the school, only necessary for those who are considered high risk or within the isolation pod and medical grade PPE has been ordered for these instances.

	<p>Mr Harris asked what RPPS would do if a child turns up wearing a face mask. Mr Keohane explained that using scientific research it has been identified that masks are not the most hygienic option and parents/carers will be asked to remove the face masks from their children before they enter the school.</p> <p>Cleaners will be coming in twice a day to make sure all hard surfaces are wiped down and Wednesdays will be a deep clean using heavier duty products.</p> <p>Mrs Keegan-Smith asked if RPPS has any children who you are concerned will not be able to access this provision because of medical, physical, sensory or challenging needs/behaviour? Mr Fitzgerald confirmed that RPPS have been able to visit many of these pupils throughout the 12 week lockdown. Some parents are considering sending their children to school but where there is a high risk, they have been advised not to. If a child is considered low risk staff have been working with the parent/carer to encourage them to cooperate with the school to provide every opportunity for them to access.</p> <p>Mr Harris asked how ready the school is in terms of Health & Safety, in particular; safety, maintenance issues, legionella checks, fire extinguishers etc. Mr Keohane confirmed that all schools have been allocated a restart officer and the three part process is looking at if the building is ready including; statutory checks.</p> <p>Mr Keohane confirmed he is meeting with the restart officer on Thursday afternoon to go through part two The third phase is making sure that the school is ready for the children to return, including hand sanitizer and signage.</p> <p>Mr Fitzgerald invited Governors to email himself or Mr Keohane if there are any further questions.</p>	
3.	<p>Any Other Business</p> <p>Mr Keohane informed the Governors that 159 applications were submitted for the teaching post. The applications were shortlisted to thirteen. Mr Keohane confirmed when a decision is made it will be shared.</p>	