

RANGE HIGH SCHOOL
Minutes from the Extra-ordinary Meeting of the Trustees
held (via Zoom) on Monday 8 June 2020 at 1.30 p.m.

QUORUM IS 9 GOVERNORS – 8 GOVERNORS AT MEETING

Present: Sue Donnelly, Clare Gaskell, Mike McGarry (Headteacher), Jane McNeice, Jonathan Mumford, Karen Owens, Richard Snowdon, Jackie Talbot, Mervyn Thomas (Chair),

Also Present: Tom Dolly and Andy Pritchard - SLT members
 Judith Gordon – Acting as Clerk to the Governors

Apologies were received from Collette Buck, Ian Burton, Sara McCarthy, Rod McGreevy, Cathy Morris, Paul Povey, Jim Rimmer, Paul Steiger

No apologies were received from Kevin Grimes

This meeting was scheduled to discuss the phased re-opening of the school to Y10 and Y12 pupils from 15 June 2020. The following documents were sent in advance:

- Minutes from the meeting held on 20 May 2020
- Phased re-opening of the school: Y10 / Y12 – report from the Headteacher
- 3 x Risk Assessment documents:
 - School partial re-opening
 - Teaching/Teaching Assistants/Associate Staff
 - Site Manager/Caretaker Staff

Governors who had sent apologies for this meeting had reviewed the above documentation and did not suggest any changes.

19/78 There were no declarations of interest.

19/79 The Minutes of the extra-ordinary meeting of the trustees held on 20 May were agreed by those present. As the meeting was not quorate, the Clerk will email those not present but attended the last meeting to ask if they were happy to accept the Minutes as a true record of the meeting. (The Minutes had been sent to all trustees shortly after the meeting on 20 May and were available on GovernorHub.) There were no matters arising.

19/80 Update on current situation - Mike McGarry - Headteacher

- Issues regarding the Reproduction (R) rate in the North West had been highlighted over the weekend – reports that it had increased to over 1
- This could influence the school's planned re-opening date of 15 June
- Reports that both Liverpool and Lancashire LAs have stated their schools will not be returning on 15 June
- Sefton LA is meeting tomorrow (Tuesday 9 June) to discuss the situation
- DfE letter to school had stated that the R rate is only one indicator and that schools would have to use their own judgement on re-opening
- Communications regarding the re-opening of schools from the NASUWT, Sefton LA, Regional Commissioners Office and other Headteachers had been received by the Headteacher
- The Headteacher has invited union representatives into school on Wednesday 10 June to view the Risk Assessment documents and to walk around the school to see the measures already put in place
- Further actions may be inserted following the unions visit to school
- Any delay in re-opening the school eats into the plans already put into place – which would then have to be revisited

- Q. JMc Has there been much opposition to re-opening the school?
- A. MM According to the recent survey of Y10 and Y12 parents/carers, approximately 70% responded and of those 70-75% stated that they were likely or very likely to send their children into school. These results do not take into account that the R rate has apparently increased in the North West.
- A. JP I am the NEU representative in school. Staff have been in contact with me, they do want to come back to school but do have concerns regarding health and safety. I have passed their concerns onto the Headteacher and they have been addressed.
- The unanimous decision of the governing board at the last meeting was to follow the advice of the LA and the Headteacher would not want to be in a position to re-open against that advice should it be decided tomorrow – **UNANIMOUSLY AGREED**
 - The school will re-visit the phased opening plans if the opening date is delayed
 - Governors will be sent the advice from Sefton LA as soon as possible

Risk Assessment – School Partial Re-opening

The following comments/suggestions were made:

- i. The issue of pupils bringing cash into school was raised and, as approximately 94% of pupils already have a ParentPay account it was **AGREED** that the school should ensure that parents/carers know that school will not be accepting cash for the foreseeable future. Parents/Carers will be informed in advance of their children returning to school.
- ii. Mention of avoiding handling equipment and the reduction of movement around the school
- iii. **Point 3 (Toileting)** – change last bullet point to read ‘Pregnant staff or staff with a low immune system should not deal with bodily fluids.’
- iv. **Point 4 (Welfare & Hygiene)** – good ventilation of rooms to be added
- v. **Point 6 and Point 7** - Track and Trace system should be mentioned (the school’s GDPR policy states that the school will give information to government departments if requested, e.g. for names of contacts of particular pupils or staff – this will be given if the pupil or member of staff informs the Track and Trace department that they have been in school at a time when they may have been infected)
- vi. According to DfE guidance, masks are not required in an educational setting, although some pupils/staff will be using public transport and, therefore, will be wearing masks. It will be a matter of personal choice whether masks are worn in school.
- vii. It was suggested that HOFs/CALs should take responsibility for cascading the information in the Risk Assessments to members of their faculty/team as the signing sheet did not include every member of staff

Risk Assessment – Teachers/Teaching Assistants and Associate Staff

The following comments/suggestions were made:

- i. **Point 1 (bullet point 2)** – change ‘7 to 14 days’ to ‘7 or 14 days’
- ii. **Point 5 (Toileting)** – change as at iii above
- iii. **Point 7 (After School visit)** – change ‘.... all staff are instructed’ To ‘....all staff are advised’

Risk Assessment – Site Manager/Caretaker Staff

There were no comments or suggestions for this risk assessment.

Governors felt that the documentation was comprehensive and extensive. The Headteacher noted that there may be amendments or further action points inserted following the visit of the union representatives on Wednesday 10 June.

19/81 **General points raised by governors****Dr Richard Snowden (RS)**

- **Online/remote learning may have to be continued beyond the start of the new academic year and school will have to focus on what remote learning will consist of. Do you have knowledge of how students are coping now?**

MM We have some comments – approximately 90% positive and 10% more negative but not disturbingly so – students would like more online teaching and more face to face time with teachers. Trade Unions have made it clear that their members do not have to deliver lessons via a remote platform, e.g. Zoom, if they do not feel comfortable in doing that. We do have a platform (GoogleMeet) that teachers can use if they want and many of our teachers are delivering lessons in this way.

TD Many colleagues are providing face to face contact (remotely) on a voluntary basis. A booklet of inspiration and ideas has been developed and sent out to teachers and emphasises that it does not have to be time-consuming and that you do not have to have a high level of IT competence to be able to use it. A meeting is taking place this week (via Zoom), with an invitation to all staff, to talk and share good practice.

- **If virtual learning must continue, has CPD on differentiation been considered?**

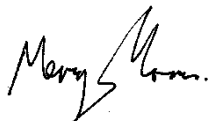
TD We have very limited access to CPD opportunities now, Inset Days, meetings after school etc. are not taking place, it is also difficult to organise and online meeting for all staff. Best practice ideas are being collected and being drip-fed out through the all-staff email and also through HOFs and CALs who are able to hold smaller meetings with their teams. Differentiation, extension and work for SEND pupils is very important work and it is something that we need to look at as well as managing workload.

MM We have found that some pupils are not engaging with distance learning and those pupils/families are being contacted by the Learning Mentor team to try to encourage pupils.

- We aim to have enhanced virtual contact with those pupils who do not return to school.
- Following the survey, where an issue has been identified, someone from school has been in touch
- All issues have been discussed with HOFs/CALs and the Associate Leader (Y10 – David Cregeen, Y13 – Carolyn Ainsworth). Materials will be sent out to those pupils in Y10 and Y13 who do not make in for their appointments next week.

New Y7 Intake

- The new intake (for September 2020) will not be able to come into school for the usual transition day
- There is a virtual transition section on the school website
- Those pupils are currently being given a weekly task to complete online
- They will have a virtual tour of the school which is currently being put together by Vicky Ashworth (Associate Leader) and Jen Wilson (CAL – Media) with the help of Key Worker children
- Meetings with SEND pupils are taking place on a 1:1 basis by telephone or electronically
- Still hoping for SEND pupils to come into school during the summer holiday to familiarise themselves with certain members of staff and their surroundings
- There were no KS2 SATS taken this year, so Teacher Assessments for Y6 pupils will provide the basis for setting in Y7. Sets may change following the CAT tests all Y7 pupils take early in the academic year.



Signed _____

Date 25 June 2020