



Southerly Point
Co-operative
Multi-Academy Trust

Helston Community College

Local Governing Body meeting

11th June 2020 at 4pm

Remotely by Google Meet

<p><u>ATTENDING</u> : Chris Webb, Wayne Jenkins, Chris Leathley, David Hearne, Rod van der Lem, Barry Drew, Patrick Foster (part,) Martin Higgs (part)</p> <p><u>NOT ATTENDING</u>: Graham Vallender, David Miller</p> <p>In Attendance: Sarah Bayes (Clerk), Eugene McFadden</p>		
<p>2. <u>APOLOGIES</u> :</p> <p>There were apologies from David Miller and Graham Vallender.</p>		
		<u>ACTION</u>
3.	<u>WELCOME AND DECLARATIONS OF PECUNIARY INTERESTS</u>	
3.1	There were no new pecuniary interests declared.	
4.	<u>MINUTES FROM THE PREVIOUS MEETING AND MATTERS ARISING</u>	
4.1	The minutes of the previous meeting were agreed as a true and accurate record.	
4.2	6.3 The Chair had not met with the local MP to discuss funding. This needs to be face to face to be effective so is postponed until after the pandemic.	
4.3	7.4 Governors had carried out a review of the Ready to Learn policy after the college received a complaint from a parent regarding the system. CW had a meeting with the PSAs and LSAs to get their views. CW reported that there is a disconnect between the PSAs and LSAs who do not seem to be working together cohesively. EMc is aware of this and just before lockdown had started weekly meetings to discuss issues together. WJ reported that individually they are doing an excellent job, especially at this particular time. DH and MH had visited the college to speak to the students and had found nothing that upheld the parent's complaint. The system worked well but there were areas for improvement as students did not see the value of CV points so the reward process is not working as well as it could. CW thanked DH and MH for taking the time to do this. WJ reported that staff think the RTL system is good for their wellbeing.	
4.4	CW thanked the Head for populating the Governors' Google Drive area with relevant documents.	
4.5	CW will speak to PF the H&S Governor as the Trustees have asked for H&S Governors to liaise with Heads and this has not yet happened.	
5.	<u>FEEDBACK FROM THE TRUST BOARD</u>	
5.1	There was no feedback	

6	<u>FEEDBACK FROM THE FORUM</u>	
6.1	Due to current circumstances there had been no Forum meeting	
7.	<u>NOTIFICATION OF ANY NEWLY APPOINTED GOVERNORS/RESIGNATIONS</u>	
7.1	<p>Due to all governors' terms of office commencing on the same date as the start of the Trust, all terms of office had expired on 30th May. CW will discuss the option of a six month extension with the Trust, as it would be extremely difficult to recruit new governors at this present time. There is one potential governor who expressed an interest just prior to lockdown. It was agreed that CW will contact the potential governor. There was discussion on whether parent governors could continue once they had no children left at the college. It was proposed that if governors were happy to continue for another three year period they should do so.</p> <p>Action: Clerk to check SoDA re parent governor terms of office Action: Clerk to give Chair prospective governor's contact details Action: CW will look at the current governor's skills sets</p>	Clerk Clerk Chair
8.	<u>HEADTEACHER'S REPORT</u>	
8.1	Just before the beginning of lockdown the immediate challenge was supporting the Year 11s and 13s, and telling them that they would not be sitting their exams. The final week that school was open before the Easter holiday was dedicated to supporting them, which in hindsight took up time which could have been used for planning home learning. Since lockdown, the college has only been closed at weekends and on Easter Monday, and occasionally, during the holiday periods, there have only been one or two students in. At the start SLT were running the keyworker provision to allow teaching staff to put their home learning in place. Staff wellbeing is very important and teaching staff have been in infrequently. Some staff were already familiar with Google Classroom and some were not, so Homework Diary was used initially.	
8.2	The home page of the college website has been changed to show up to date information and all letters sent home are there. The Head is currently monitoring the enquiries@ emails.	
8.3	There are now many more children coming in to College, as key workers and others go back to work. The P16 building was being used but now provision is back in the main building and more staff are being asked to come in.	
8.4	After Easter a support and wellbeing area was set up for each year group on Google Classroom and this is being used by the majority of students.	
8.5	A small number of Yr 10s and 12s will be attending from next week. WJ is currently having meetings with staff in faculty groups to discuss the logistics of this. Year 10 will be having lessons in English, maths and science, and Year 12 in their options subjects. The government has stipulated no more than 25% of each year group in at any one time, but the Head has halved this for Year 10 for the first two weeks, so that health and safety processes can be monitored. The 210 students in Yr 10 have been divided into 20 classes. A text was being sent out today to individual parents with specific timetable dates for their child.	
8.6	So currently there are three schools running; the key worker school, the Yr 10 and 12 school and the online school. Staff have been very helpful and positive during this difficult time.	

8.7	For vulnerable students and those with EHCPs who are not attending school, staff are ringing home every week to touch base with them.	
8.8	<u>If social distancing is reduced could we have more children in?</u> This would depend on public transport rather than school capacity. We could possibly fit half the students in with a reduction to 1 metre.	
8.9	The Head thanked Justine Hart for all the work she has done on the exam grading spreadsheets. It has been difficult to rank order students in large subjects when each teacher may only know 30 students. JH has been modelling this year's grades against the last three years' data. We do not know how many students will be have their grades amended by OFQUAL. 3 or 4 subjects have had to be recalibrated as they were originally over-generous. Each exam board has a different system. For the BTECs, Yr 10 and 12 results were required as well as 11 and 13.	
8.10	If, as the government is considering, other staff such as retired teachers come in over the summer, school staff will still need to attend to supervise and check health and safety.	
8.11	Some parents have requested that the college offers online face-to-face lessons. Some staff will shortly start to use Google Meet with the students for online tutorials. Live online lessons with larger groups have been shown to be not that effective.	
8.12	<u>Is there a realistic expectation that students coming in to school will make progress during this time? Or is it more for recovery and socialisation?</u> There will be plenty of pastoral support available for those students that require it. Others will just want to be taught and feel that they are making progress. We will be aiming to build their confidence and reduce anxiety. It is likely that some of the children that we want to come back will fail to attend. During this time these absences will be authorised.	
8.13	<u>What is being put in place for transition from primary to secondary school?</u> EMc is trying to put a virtual transition in place. However, not all primary schools have given the college the information they need about individual students, and there will be no SATS results to work from. The extra transition planned for students needing extra support will not happen. It is likely that there will be two days at the beginning of term in September when transition sessions will be held. The entire uniform shop is on the website, and there will be no parent information evenings. It is likely that there will be 8 tutor groups and a nurture group. There is plenty of information and FAQs on the website, but we need to ensure that parents are directed towards it. There had been some Yr 6 SEN transition meetings before lockdown. We are expecting 5 students with EHCPs because of significant needs.	
9.	<u>SAFEGUARDING GOVERNOR'S REPORT</u>	
9.1	The Chair had had a good discussion with Dave Lewis the college Safeguarding lead this week regarding the addendum to the Child Protection Policy. After reading this CW had the following questions for DL: <u>How many vulnerable children are on the record?</u> This is fluid especially during lockdown. There are currently 4 in care and 7 with social workers. <u>How often are EHCP risk assessments reviewed?</u> This is once a term but could change depending on circumstances, and could be held monthly. The Chair is happy that reviews are regular and up to date. <u>Are children with EHCPs having any contact with college if they are not currently attending?</u> EMc is ringing them at least once every two weeks. More vulnerable children are now attending on a regular basis.	

9.2	<p><u>Who will be monitoring the register if it is resumed?</u> The attendance register will be taken from Monday when the Year 10s and 12s return, as the college needs to keep a legal record. This will be monitored by members of SLT. Year 10 students will only be attending in the mornings. Non-attenders will not be contacted by the EWO as they would in normal circumstances.</p>	
9.3	<p><u>Have you had any cases of Missing in Education?</u> We use this on a fairly regular basis in line with the guidance. This academic year we have logged 7 (up to March). Most of the time this is to ensure that someone is not 'lost' between schools rather than because we believe that anything more sinister is being planned, but the protocols are robust and there to ensure that no one slips through the net.</p>	
9.4	<p><u>How well is the remote access to MyConcern working?</u> It has been invaluable at this time of lockdown and remote working. We have had a steady stream of concerns (approximately 1 a day) logged during lockdown, many of these from people working at home who have picked up concerns through their emails or Google contact with their students. We have had 42 concerns logged since the Easter holiday. These range from concerns about mental health to family breakdown and domestic abuse.</p>	
9.5	<p>We have spoken to MARU on several occasions for advice during lockdown and made 1 referral in conjunction with a partner agency.</p>	
9.6	<p>The Chair is confident that MyConcern is working well at the present time and that it is a useful tool.</p>	
9.7	<p><u>Where are we with the S157. has there been any feedback on it or is it still to be submitted?</u> This was completed and sent back following DLE and the Chair's meeting. There has been no feedback as yet.</p>	
10	<p><u>HEALTH AND SAFETY UPDATE</u></p>	
10.1	<p><u>Have there been any concerns with the use of the building?</u> Presently the school is just occupying North Site, and a new central heating system is being installed on the South site. There was an issue when a central heating pipe broke and hot water was coming through the ceiling tiles near the main hall. This raised the point that caretakers need to know where all the shut off valves are, as they required support from BAM, who were fortunately on site. Plumbers arrived from Taunton to inspect and fix the problem. The faulty joint was taken away for inspection.</p>	
10.2	<p>The Trust have agreed to pay for the balustrades to be heightened following concerns from visiting health care professionals.</p>	
10.3	<p>BAM are ahead of schedule with the groundworks which should be completed in August.</p>	
10.4	<p><u>Do staff feel safe about coming in to the building?</u> RVa reported that some of the staff may be worried but on the whole they are confident that all health and safety measures are in place during the current situation.</p>	
10.5	<p>Governors agreed that the meeting had given them an extremely useful overview of how the college was currently working, and asked the Head to pass on their thanks to all the staff. The Head will give governors some feedback in two weeks' time once he can see how the new system has settled.</p>	
10.6	<p>The Chair asked governors to look weekly at the website to keep updated.</p>	

The meeting ended at 6.00pm

Chair's Signature _____ **Date** _____