

**Burlington Junior School**

**Minutes of the Virtual Meeting of the Governing Body**  
**held on Wednesday 1 July 2020**

**Present:**

Mr S Campbell (Chair)  
Mrs A Bastow (Vice Chair)

Mr S Arbuthnot	Mrs J Hickman
Mr S Bown	Ms J Kewley
Mr S Gilmore	Mr S Manokaran
Mrs S Griffin	Mrs J Pavlis
Mrs P Hall	Mrs P Utting

In attendance were Mr Blow, Deputy Headteacher.

The Clerk was Ms Karen Bridgman.

**1. Apologies**

Apologies were received from Mr Barras and Mr Jackman. Governors resolved to consent to this absence.

**2. Declaration of Business Interests**

Governors were asked if they had any business interest to declare. No business interests were declared.

**3. Headteacher's Report**

The Headteacher reported that it has been decided that the priorities in the current School Development Plan (SDP) will continue from September and will be included in the new SDP due to the current situation. A copy of the SDP will be sent to Governors in September. The SDP will include the school's recovery curriculum, children's wellbeing and closing the gap as pupil premium children will continue to be a priority due to the worries that the gaps would have got bigger. The school will continue to focus on these children.

The Headteacher reported that due to the school opening new bubbles and inviting more children back to school, it has been difficult for SLT to work together as a team this year as other adults cannot be put in the bubbles to release them.

The Headteacher reported that it has been agreed to suspend the performance management for all staff until September due to the current situation. It is likely that the staff will continue to have the same target in respect of closing the gap for PPG children. There are no members of staff where there are concerns about their performance management and advice was also obtained from HR about this.

*Governors queried whether the children will be assessed when they return to school.* The Headteacher confirmed that assessments will be completed on every child before October half term. The school uses the Family Fisher Trust to measure progress and attainment and as there were no SAT's, schools have been informed that they can still provide their Year 2 and Year 6 assessments if they want. Secondary schools have submitted teacher assessments and universally across the country they are higher than they may have been. The school will need to ensure its baseline assessments are robust in respect of the new Year 3 pupils if the Infant School submit their end of year assessments.

*Governors asked about the nurture room.* The Deputy Headteacher explained that the nurture room is for children with more complex emotional and behavioural needs. The focus of the nurture room is to support the children's emotional wellbeing so that they can engage in lessons and manage their behaviour. The school trialled the nurture room during lockdown and this was very successful. Ms Harvey is running the nurture room.

The Headteacher reported that there was a presentation on nurture provision at the last Headteachers' forum. The local authority recognises this is an issue for many schools and is trialling a scheme in two schools

*Governors queried whether parents being fined if their children were absent from school had had an impact as attendance had continued to rise prior to lockdown.* The Headteacher explained that it was felt that some parents did change the dates of their holidays to ensure they were not fined. There was a definite improvement in attendance prior to lockdown. The Government has stated that it is compulsory for every child to attend school from September and parents will be fined if their children do not return back to school. There are some parents with serious health concerns who are genuinely worried about sending their children back and the school needs to be mindful of these.

The Vice Chair reported that she attended the local authority partnership meeting for Governors and there was a presentation on special needs. There has been an increase in EHC Plans in both Kingston and Richmond and schools have been asked to review the funding being spent as this is higher than normal. There was a discussion on SEND. The school has always agreed to funding and support being reduced if a child makes a lot of progress and this is no longer needed.

There was a discussion on the subject leader's reports. Governors recognised all the work they had done during lockdown.

*Governors queried why the EAL focus was to increase the involvement of the Korean community and did not include other groups.* The Headteacher explained that it was agreed to initially focus on one group and the Korean community is one group the school would really like to involve in more areas of school life. It was noted that very few Korean children had returned to school during the summer term.

*Governors queried how much work the school will have to do with all the children to close any gaps especially in the key subjects.* Ms Pavlis explained that there are a lot of children who have not engaged with home learning despite the school constantly trying to contact them. The Headteacher explained that every child in the school has been contacted. The school has also sent work packs home to the children who are not engaging with google classrooms.

The Deputy Headteacher reported that there are approximately 5-6 children in each class who are not doing any home learning. The children were given the necessary technology to enable them to do home learning but some parents are still struggling to get them to log on.

*Governors queried what funding the Government was giving to schools to address the gaps in children's learning.* The Headteacher explained that it accounts to £86 per pupil but there are worries that this will be given to private tutoring services. Schools would prefer this money to be given to them as a lump sum so they can provide the necessary interventions to tailor the children's needs and are waiting for further information on this. The Deputy Headteacher explained that it is important to ensure that all the children are assessed when they return to school so that there is clear information on whether they have regressed and what new skills they have learnt. There are some parents who have chosen not to send their children to school. The school has also not been open on Fridays to Year 6 children to ensure that the staff have time to plan their work on google classrooms for the following week. The teachers will not be doing zoom lessons and there are strict union rules about them doing this. Ms Pavlis explained that more homework will be set on Goggle classrooms so that the school can continue to use this especially if lockdown happened again.

The Headteacher reported that the school has not received any parent complaints but there have been a lot of questions about a number of different issues. The biggest issue for parents is on-line teaching. The school produced the sheet on frequently asked questions as it was felt it was an easier way to capture most of the queries.

It was noted that communication with parents was through the school app which was not always effective. There was a discussion on the school app and the system used by the infant school. **Mr Arbuthnot agreed to obtain details of the system used by the Infant School for communicating with parents.**

#### **4. Recovery Curriculum**

The Headteacher reported that it is recognised that all the children will need to catch-up when they return to school and work will be done on this. The school also needs to focus on children's wellbeing and will be promoting exercise and art. There also needs to be more understanding of the journey the children have been on and the issues they may have dealt with whilst being at home. There was a discussion on the support that will be provided to children who are not ready to start learning again in September when they return to school.

Governors noted that the school had changed the house names. The Headteacher explained that the children chose the new house names. There was a discussion on the reasons for this.

There was a discussion on black lives matters. The Headteacher explained that the school needs to make sure that when they are teaching about Victorian England/the Empire, for example, it needs to acknowledge the consequences on communities across the world as a result of British colonies overseas.

Ms Pavlis reported that the school was given a lot of money to spend on Osbourne books and she has made sure there is a good diversity of books in every classroom.

#### **5. Relationships and Sex Education Policy**

The Headteacher reported that a survey was completed with parents as this was being taught to the Year 6 children prior to lockdown. An online survey will also be shared with the new Year 6 parents next term.

**6. Permanent Expansion/Clasp Building**

The Headteacher reported that Governors are invited to view the final version of the plans for the permanent expansion project on 14 July 2020. The school needs to ensure that the plans meets all its needs. It is planned to involve the Infants in the more detailed discussions on borders, access and other specific issues which are relevant to them. **The Headteacher agreed to send a copy of the draft plans to Governors once they were made available.**

*Governors queried whether the views of the local community were also being obtained.* The Headteacher explained that residents cannot be invited into the school due to the current situation but the local authority are looking at different ways of doing this. The Chair explained that this will also be completed as part of the planning process. Governors needs to ensure that the new building meets all the school's needs before there is consultation with the school community.

The Headteacher reported that the school is still waiting for a report about the cladding on the Clasp building and the local authority know that this is a priority for the Governors.

**7. Staff Recognition**

**It was agreed that the Chair would email all the staff thanking them for all their work during Covid and how they have risen to the challenges of online learning platforms and returning to work at the school.**

**It was agreed that the Chair would email the Site Manager as he has been in school every day since lockdown. The Chair will also email the Subject Leaders thanking them for their work.**

Governors thanked the Staff Governors for all their work.

**8. Agenda Items for Future Governing Body Meetings**

**It was agreed that the appointment of Chair and Vice Chair, Link Governor roles, School Development Plan and lessons learnt during lockdown will be discussed at the next meeting on 30 September 2020.**

**9. Confidential Item**

**10. Any Other Business**

There was no any other business.

**11. Dates of Next Meeting**

Wednesday 30 September 2020  
Wednesday 25 November 2020  
Wednesday 27 January 2020  
Wednesday 24 March 2020  
Wednesday 16 June 2020

The Headteacher thanked Governors for all their support. Governors recognised all the work the school has done during very difficult circumstances.