

**NNAT MEETING**

**THURSDAY 21<sup>ST</sup> MAY 2020 AT 1430**  
**VIRTUAL *ad hoc* MEETING**



**ACTIONS challenges DECISIONS**

**PRESENT**

John Wollocombe- Chair      JW  
 Gill Pegg                              GP  
 Andrew Richardson              AR  
 Constance Tyce                      CT  
 David Hicks                            DT  
 Whil de Neve                        WdN  
 Marc Goodliffe                        MG

**ATTENDING**

Sarah Rankin – Clerk              SR  
  
 Apologies: Mary Jane Edwards, Emma Harding

**1. WELCOME AND APOLOGIES**

	<b>ACTION</b>
The Chair welcomed Trustees and Primary Heads to the meeting. There were apologies from Mary Jane Edwards and Emma Harding	

**2. PLANS FOR REOPENING PRIMARY SCHOOLS ON 1<sup>ST</sup> JUNE**

	<b>ACTION</b>
The Chair thanked the Heads for all the hard work and preparation that has been put in to enabling the schools to reopen after half term.	
MG reported the following for GVSN: <ul style="list-style-type: none"> <li>• All staff will come into school on Monday 1<sup>st</sup> June to get organised and set up in preparation for children arriving the following day. The risk assessment will be run through with staff, all scenarios will be checked to ensure that everything is set up and staff are up to speed.</li> <li>• One staff member is not happy to return to work at present, and will be unpaid.</li> <li>• 20% of children from Reception, Yr 1 and Yr 6 are coming back to school.</li> <li>• Classrooms can take a maximum of 10 children to ensure social distancing.</li> <li>• Staff will be allocated to one of three 'bubbles' and there will be no mixing between them.</li> </ul>	

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<ul style="list-style-type: none"> <li>• Children won't bring anything into school. All stationery will be provided. There will be no sharing. One child per desk. Books will be quarantined and cleaned.</li> <li>• Lessons will be outdoors wherever possible.</li> <li>• No school uniform so no need for changing at school.</li> <li>• Frequent and regular cleaning will take place. JS and PD will be provided training. Children will be encouraged to clean their desks during the day.</li> <li>• The safety of the children and their welfare is paramount. There will be a lot of wellbeing work to include 2 Forest School sessions in the first week back.</li> <li>• Breakfast and after school clubs are cancelled</li> <li>• Staff have been asked to vacate the building by 4pm</li> <li>• Governors have been in receipt of documentation regarding reopening plans. MG is in contact with the Chair on a weekly basis.</li> </ul> <p>Government guidance has been implemented but it was acknowledged that, even though the setting is low risk, safety cannot be guaranteed. MG advised that every week parents will be contacted to assess their needs for the following week. As numbers of pupils grow, there may be a need to split a group or parents may have to wait until restrictions ease.</p> <p><b>Trustees asked whether there was anything the school was in need of, excluding staffing.</b></p> <p>MG reported that there was a need for visors and aprons required for intimate care and first aid. <u>The school will not be able to reopen until these arrive.</u></p> <p>DH advised that there are multiple orders of PPE and thermometers in process to enable school to reopen, and orders for ongoing supplies.</p> <p><b>Trustees asked about PPA time for staff.</b> It was noted that other schools are opening for 4 days a week to allow for this. MG confirmed that all staff would have a full lunchtime, and that year 3 and 4 teachers are relieving staff during the week.</p> <p><b>Trustees stressed the need to monitor staff workload and wellbeing, particularly over the next few weeks. Trustees recognized that staff will still be providing online learning for those at home, and may have children of their own to manage.</b></p>	
<p>WdN reported the following for CJS:</p> <ul style="list-style-type: none"> <li>• Government guidance has been adhered to.</li> <li>• CJS has a particularly large yr 6 (58 pupils). Six year 6 classes will run from Monday to Thursday.</li> <li>• 10 children max per classroom.</li> <li>• A significant number of key worker children have been in attendance throughout the pandemic. There will be 3 key worker groups, who will be in school Monday to Friday.</li> <li>• All staff and TAs will be working.</li> <li>• The site does not offer the opportunity to upscale following current restrictions.</li> </ul>	

<ul style="list-style-type: none"> <li>Teachers have the opportunity to manage remote learning and make contact with families on Fridays.</li> <li>CJS plans to open on 3<sup>rd</sup> June, <u>but only if the PPE equipment has arrived.</u></li> <li>CJS has 2 excellent after school cleaners, and the MSA will clean contact surfaces during the day.</li> <li>There will be a staggered start and finish to the day</li> <li>The breakfast club is still in operation for children of key workers.</li> </ul> <p><b>Trustees were concerned that staff will not get a break over half term.</b> WdN advised that a 3 day rota of contact was in operation so staff will get a break.</p> <p><b>Trustees asked whether WdN had been able to discuss plans with the LGB.</b> WdN confirmed that the LGB had been sent all the documentation regarding the planned reopening, and that a virtual meeting would be taking place after the Trustees meeting.</p>	
<p>MG updated the Trustees on the situation at Antingham as follows:</p> <ul style="list-style-type: none"> <li>Government guidelines are being adhered to.</li> <li>School will reopen on 1<sup>st</sup> June <u>if PPE arrives.</u></li> <li>Numbers are low. Expectations are 3 children from Year 6, 1 child from Year 1 and 5 nursery children in addition to 6 children of key workers.</li> <li>PD and JS have attended to provide some very valuable training regarding cleaning.</li> </ul> <p><b>Trustees acknowledged that there is some anxiety amongst teaching staff at Antingham at present.</b></p> <p><b>The Chair will contact EH directly with any specific queries.</b></p>	
<p>The Chair thanked the Heads for their comprehensive plans and voiced the Trust's support for the schools' decision not to open should PPE be outstanding on 1<sup>st</sup> June. Trustees acknowledged the huge number of unknowns present in the current situation and the disruption caused to schooling over the past 2 months, and recognised the enormous pressure all staff but particularly heads have been under. The work carried out by all staff is greatly appreciated by the Trust.</p>	

*WdN and MG left the meeting at 3.41pm*

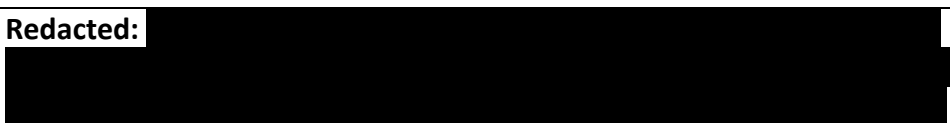
### 3. PARENT QUESTIONNAIRE

	ACTION
<p>JW reported that, following his attendance at the SHS LGB in GP's absence, Governors requested that the Parent Questionnaire include a text box for comments after every question. This was deemed to be a sensible idea and added to the document.</p> <p>AR confirmed that the questionnaire has been shared with the primaries to use if they wish.</p> <p>The Board were asked for comments. CT felt it was a good idea to have a Trust wide questionnaire for record parent's views, and that only minor adaptations would be needed for a primary version.</p>	<p>AR</p>

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AR will put this on the agenda for his next meeting with the primary Heads. The questionnaire was approved.	
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#### 4. AOB

	ACTION
<p><b>Feedback from online learning:</b> Trustees asked AR for feedback on the levels of engagement from students with regard to online learning. AR advised that engagement is reviewed regularly via trackers across every subject and every year group. The following was noted:</p> <ul style="list-style-type: none"> <li>• Quality set work and feedback from staff to students is really important. Motivational comments really help.</li> <li>• IT connectivity issues both at school and home prohibit the employment of virtual lessons. It is felt that this could widen the disadvantaged gap further</li> <li>• Reward cards are being sent out to celebrate consistency and improvement.</li> <li>• Phone calls are being made home to those who are not engaging.</li> </ul>	
<p><b>Redacted:</b> </p>	
<p><b>Budgets 20/21:</b> LGBs have considered budgets for Antingham and GVSN. CJS LGB will be considering theirs soon. Budgets will be presented to the Trust on 17<sup>th</sup> June for approval.</p>	
<p><b>Trustee Wellbeing Champion:</b> CT agreed to take on this role.</p>	
<p><b>Exam grading:</b> AR confirmed that rankings and grades have been finalised. AR believes the grades are fair. Head of Departments are aware of the need to provide evidence which will be crucial for any subject access requests.</p>	
<p><b>Reopening of SHS:</b> Planning is in progress to reopen partially on 15<sup>th</sup> June as per Government guidance sixty students are expected. Liaison is in progress with transport. Risk assessments are being drawn up. Protective screens have been installed in reception. Parents have been contacted. The school day will be reorganised with staggered arrival and departure, staggered breaks, no uniform and there may be a rotation of students. <b>Trustees asked that they have sight of the communication circulated to parents regarding the return to school.</b></p>	

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<p><b>Policies:</b> Trustees understand that a pragmatic approach will be taken towards policies according to guidance that is changing regularly.</p>	
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**Date of next meeting: Wednesday 17<sup>th</sup> June at 1400.**

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