



Members of An Daras Multi Academy Trust  
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Chair of Governors – W Willis  
Executive Head Teacher – J Callow  
Head of School – J Phillpotts

8/07/2020

## Agenda

### Local Governing Board; North Petherwin and Werrington Primary Schools

**Tuesday 7<sup>th</sup> July 2020 at 5pm /Remotely via Zoom**

**1. Join Meeting**

All participants confirmed Audio and Video

**2. Welcome and Apologies**

**Present:** Bill Willis (Chair), Jan Buckthought, Sue Willis, Sharon Sadler, Jonny Phillpotts (Head)

**Apologies:** Nick Taylor

**In attendance:** Toni Martin (Clerk), Jo Callow

**3. Declarations of Interest Relevant to this Agenda**

None declared.

**4. Confirm Minutes of LGB Remote Meeting (27<sup>th</sup> May 2020) and Matters Arising**

- Amend protocols to ensure bubble staff deal with first aid during breaks (when floating staff are supervising) and provide masks for staff when required (JP). *This was actioned in time for the schools partially re-opening.*
- Investigate the use of a marquee to increase additional sheltered space (JP). *This was investigated but not considered suitable, so the marquee was not used.*

Governors agreed the minutes and the Chair will sign a copy when normality resumes.

**5. Current Situation Update**

The Chair noted the weekly updates provided by JP that have been made available to governors.

Numbers have risen again 68% of those that can come back for Wer (not including key workers or vulnerable) and 63% for NP (this includes Yr 1 and Yr 6). This is unlikely to change much now with only 2 weeks to go.

NP – pupils for Yr 3 and Yr 5 are in school to meet new teachers on 16<sup>th</sup> and Yr 4 on 17<sup>th</sup> July. Uptake so far of 17 out of 24 for Yrs 4 and 5.

Wer – current yr 4 and 5 invited back to meet new teachers on 20<sup>th</sup> July as this is a quiet day as only key worker children in on that day. Uptake is 14 out of 15 of Yr 5s and 8 out of 13 on Yr 4s but as these numbers are not over 15, it can be managed within the current bubble sizes.

**Are the new teachers prepared for what they are teaching next year?** Classrooms are being prepared, the curriculum has been planned, insight has been given into how the concept curriculum works, and assistance given where necessary. The new teachers have been planning and assisted by JB where necessary. All staff have attended a curriculum meeting run by JB and are clear on what is required.

**What is happening for new parents and children regarding reception children and new children in other age groups?** JP confirmed that a power point presentation has been put together along with a photo book of the school, classroom, outdoor space and staff.

**Will new pupils have access to uniform before September?** JP confirmed this is sorted.

JP noted that the reports include not just the educational provision but also the planning behind all this work. **How does the provision compare with other schools?** JC noted it is similar to other trust schools but does seem to be much more than is available at other local schools she is familiar with. TM noted that one thing to take from this period is the relationships between staff and parents has improved and it seems the staff across the MAT have gone above and beyond to deliver personalised learning wherever possible. JP backed this up with examples.

JP noted that the children in school are very happy to be back and noted that the staff have been very positive and happy. JP noted how hard the staff have worked and that he is very proud of his team. **Have there been any behaviour issues?** JP confirmed none, all the children are happy to be in but there is more space with less children in. The whole experience since wider re-opening has been very positive, although it is far from normal and the risk assessments are consistently reviewed.

**What is happening with Year 6 leavers and transition to secondary school?** JC confirmed that the college has confirmed that there will be some transition provision in place, albeit mostly remotely such as on line tours and meet the tutors. JB mentioned the transition packs that have been sent and that the children seem to be enjoying it. A governor noted that 2 previous NP pupils had come back in their Launceston College uniforms to talk to NP Year 6s in their school uniforms. It was discussed whether this is feasible for Wer.

## **6. Future Plans and Recovery**

The Chair enquired on how the planning for September is progressing? JP noted that planning is underway as per the government guidance and that it is mostly feasible to operate the classes as bubbles, with different entrances. However, there are a few concerns regarding outside space, the need to share toilets across bubbles, conducting read-write-inc as teachers will need to move groups, allowing time for PPA, and getting children through lunch in bubbles while keeping the food warm. JP noted that the new larger classroom at Wer will be very useful. JC confirmed that the guidance states that these issues can be managed in certain ways but it is doing so while maintaining parent's confidence that everything is being done as safely as possible. A teacher from Wer will no longer go to NP to cover PPA, however, the teacher providing read-write-inc currently operates between 2 schools and therefore, a thorough risk assessment will need to be done. The general principle is the more everyone can be distanced the better but the educational provision is to be managed to allow the children to catch up.

JP enquired whether the governors agreed that it needs to be a staggered start? It was agreed that with the numbers, a staggered start is not required but that the children should be met at the gate rather than the door and marshalled in, especially as being outside is safer for the staff member. Governors discussed collection and a number of ideas were suggested.

JP noted that Arena and Plymouth Argyle will be used for outdoor provision. As much out activities will be done outside as possible.

The guidance on 2m distancing for staff away from children was discussed. The Chair noted that the approach for September is pragmatic, and also to just do the best that we can.

**7. Staffing Matters**

The Chair congratulated and thanked JB for taking on the role of senior teacher at Werrington. He also congratulated JP will become Head Teacher in September taking this role on from JC.

**8. Any Other Business**

It was noted that Sharon Sadler's term is due to end on 15<sup>th</sup> July 20 after 12 years as a governor. The Chair thanked SS for her hard work and commitment over this time, in particular in the area of safeguarding. JP also thanked her for being so supportive, for always being approachable and making people feel easy, and also thanked her for her work on the library.

The Chair noted that SW will take on safeguarding and will arrange a handover from SS on this important matter. JP will need to advertise for parent governor vacancy again. The Chair will approach a potential parent governor.

It was also noted that JB's term is due to end next term (21<sup>st</sup> October) so JP will canvas the staff to see if there are any other volunteers, noting that JB is content to continue.

Final thanks to JC, although still in the MAT and still line manager for JP, she will no longer be the Head at NP&W. The governors noted a huge thanks to her for everything she has contributed over the years.

The approach to be taken for children not returning in September was discussed.

It was noted that a CIF bid has been approved for fencing at Werrington. It was confirmed that Werrington Classroom improvements are going ahead over the summer.

NT agreed to temporarily take on Vice Chair role until re-elections in the Autumn term.

It was noted that Claire Paul (Director) and Tim Woodward (Director) will be visiting NP and Wer respectively.

Next term it is aimed to return to normal routine of working group in first half of term and main meeting in second half of term. However, a decision on whether it is remote or socially distanced can wait until closer to the time. The Chair will continue to liaise with JP and the governors will be kept up to date via email. A short zoom meeting will be organised early on next term as required. In school monitoring visits are on hold until appropriate to do so.

Provision date for formal meeting in Autumn term is Wednesday 2<sup>nd</sup> December 2020 at 5.30pm.

Meeting closed at 6.10pm

TJH Martin  
ADMAT Governance Officer

**Distribution List:**

W. Willis – Co-opted Governor (Chair) N. Taylor – Co-opted Governor J. Buckthought – Staff Governor S. Willis – Co-opted Governor Vacancy – Parent Governor Vacancy – Co-opted Governor Vacancy – Co-opted Governor	J. Phillpotts – Head of School J. Callow – Executive Head  S. Sadler – Parent Governor (Resigned at the end of this meeting)  W. Hermon – ADMAT CEO G. Barriball – ADMAT Board of Directors Chair
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