



Dr South's CE Primary School

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Nurture, Educate, Inspire

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Minutes of the Emergency Advisory Committee (EAC) meeting held on 24th June at 6pm using Teams

<u>Present:</u>	Calum Miller (CM), Chair [Foundation] Huw Morgan (HM) [Headteacher] Mandy O'Sullivan (MOS) [Parent] Sarah Pearson (SP) [Foundation] Helen Watson (HW) [Co-opted]
<u>In attendance:</u>	Matthew Nicholson (MN) [Foundation], invited to attend Bryony Thomas (BT), Clerk
<u>Apologies:</u>	Sara Holland (SH) (ODST)
Confirmation of Quorum ~ Quorum was met	

No.	ITEM	ACTION
1	Welcome CM welcomed everyone to the meeting. MN had been invited to attend the meeting as an observer, as health and safety governor.	
2	Apologies for Absence Apologies were received and accepted from Sara Holland.	
3	Declarations of Interest including Related Party Transactions (RPTs) There were no new declarations of interest. No RPTs were declared.	
4	Notification of any urgent business None was raised.	
5	Approval of the minutes from the previous meeting on 18th June 2020* The minutes were approved as an accurate record of the meeting.	
6	Any matters arising from the minutes not arising elsewhere No matters were raised.	
7	Review of school reopening to date, future plans and risk register Governors asked how the reopening to all pupils except Nursery from 22 nd June had gone. It had been a success to date, with pupils happy to be back and pleased parents. No issues had arisen requiring a tweaking of procedures. Approximately 90% of pupils had returned, over all year groups, and staff were happy. Governors asked how the health messages had been reinforced with staff, where there had been a danger of complacency. Notices about handwashing had been put up everywhere for pupils and staff, and the peace garden had	

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	been opened for staff to have their lunch in, so that the staff room could be restricted to a maximum of 3 staff at any one time. HM had e-mailed all staff to restate the key messages. He had highlighted the fact that most current outbreaks of the virus in Oxfordshire are work-based. Governors asked about any needs arising for PPE. There had been one possible case of Covid-19 at the home of a pupil that had proved negative but had allowed a dummy run of procedures. Governors asked after those pupils who had not returned. No concerns had arisen, and there had been no feedback from parents on the change in timing of home schooling provision. The risk register had been revised prior to the pupils' return and had been signed off by ODS. No formal review is required, but governors asked HM to briefly review it before each EAC meeting, as good practice. Governors asked about future plans for Nursery pupils. A rota has been drawn up by Mrs Nel for all Nursery pupils going into Reception next year, and familiarisation sessions have been arranged. Planning for September: if guidance remains similar as regards class size and bubbles, the school has six spaces on site. The village hall may be available to book, which with a small amount of money could be a seventh space. However, this would be a loss to them and the community, and the school may be able to fit Years 1 and 2 in their classroom as these year groups will be smaller next year, with rearrangement of the furniture. Governors queried pupil numbers for next year, and expressed concern over funding with the slight decrease in numbers. However, the lower numbers had been used in the budget.	HM
8	Finance update Governors queried the cost of the full reopening this term, which had been higher than HM had expected. Katie Rayner still expects the cost to be the higher figure, but HM will wait until he has the exact cost at the end of the term before deciding whether to approach the Dr South's Education Trust for more money. The Nursery funding for the summer term had been more than expected. Governors briefly discussed the money promised to schools to help vulnerable pupils catch up – it is thought that a certain amount will be available to schools and if spent on approved tutors then more money will be given. HM was thanked for his skilful stewarding of the finances.	
9	Urgent HR update No discussion was required.	
10	Safeguarding Governors asked if any issues had been flagged on the pupils' return. Governors had queried whether the school had capacity to deal with any safeguarding concerns under the current arrangements. A matter had arisen on Monday and had been dealt with effectively without compromising the bubbles. All new staff had received safeguarding training as part of their induction on their first day. Governors checked whether anything else is required from a governor's point of view. The safeguarding governor has been in contact with HW, and is due to come into school to check the single central record and other procedural	

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	matters. MOS to follow this up.	MOS
11	Date for next meeting 8 th July at 6pm	
12	Any other business Governors expressed their thanks to HM, HW and staff for their hard work and commitment to enable the full reopening to happen.	
	Meeting closed at: 6.25pm	
	Dates for next meetings: EAC – 8th July at 6pm; T&L – 13th July at 6pm; LGB – 16th July at 7pm; FPP – September 2020	

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