

# Mary Rose Academy

## Minutes of the Board of Governors Meeting



Date: Tuesday 12 May 2020 Time: 5.00pm  
Location: Virtual Teams Meeting

Present:	Leone Hill (LH)	Co-opted Governor
	Alison Beane (AB)	Executive Headteacher
	Hazel Mellors (HM)	Parent Governor
	Dawn Jones (DJ)	Parent Governor
	Jane Dutton (JD)	Staff Governor
	Sarah Jeffery-Chipps (SJC)	Staff Governor

In Attendance:	Faye Watton-Lawrence (FWL)	Head of School
	Karen Frost (KF)	Clerk to Governors

### 12/20 WELCOME AND APOLOGIES

The Chair welcomed everyone to the meeting. There were no apologies for absence.

### 13/20 DECLARATIONS OF PECUNIARY INTEREST

There were no declarations of pecuniary interest relating to the items on the agenda.

### 14/20 MINUTES OF THE PREVIOUS MEETING

The minutes from the meeting held on 4 February 2020 had been received in advance of the meeting. They were unanimously agreed to be a true record and would be signed by the Chair.

### 15/20 MATTERS ARISING

Governors reviewed progress towards actions agreed at previous meetings. It was noted they were all either completed or closed.

3/20: The CFOO was in the process of looking into the cost of residential trips.

Governors asked whether the school had needed to cancel any residential trips. The Head of School said two had been cancelled. One had been re-booked for October and the other would be re-booked when appropriate.

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The Executive Headteacher reported that all schools throughout the Trust had remained open throughout COVID 19. Clifffdale Primary Academy had moved to Mary Rose Academy for a while but still remained open. The numbers of pupils attending was gradually increasing. The school had been closely supported by the SAT Board of Trustees who quickly set up a working group to help with business continuity and resilience planning so the Trust was ready for any eventuality. Behind the scenes, staff were looking at Health and Safety risk assessments, the curriculum and staffing.

a) **School status**

The school was open and currently supporting 29 families within the school week, capped at 15 pupils per day as the working maximum. One pupil who would typically have accessed the Lantern was being supported in the community.

b) **Communication, Pupil welfare, attendance**

The school was in close contact with all families, as a minimum, families were receiving one call a week. The school was also working closely with the nursing team to provide a health welfare call home at least once a week for pupils who needed it. Feedback from families had been positive.

In terms of attendance at school, the priority for the majority of parents was to shield pupils so they wouldn't be actively looking for pupils to return to school. The school would ensure appropriate staffing was in place for any pupils attending.

The school was maintaining inter agency and multi-agency links.

c) **Staff welfare, including leaders**

The Head of School explained the approach being taken to keep in contact with members of staff. Staff reported feeling well supported by the school.

Around 40% of staff were isolating. A rota system was in place for staff in school which was working well.

d) **Safeguarding including extra arrangements and arrangements for pupils not attending (addendum to policy attached)**

An addendum to the Safeguarding Policy had been received in advance of the meeting and was approved.

The school's safeguarding procedures remained robust. The Head of School had a weekly call with the Local Authority link person.

e) **Support for pupils on FSM**

There had been national issues around the implementation of the FSM voucher scheme due to capacity issues at the company issuing the vouchers. All families were now accessing the vouchers. Any families in need had been signposted to various agencies such as the HIVE.

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f) **Transport**

Transport remained an issue and would be a key area of continuity planning looking forward in terms of schools reopening.

g) **Education provision**

The Trust had developed the home learning offer – extensive resources were available on the website. Teachers were planning tailored provision for classes, taking into account the EHCP outcomes. Feedback from families about the range of resources available had been positive.

Governors asked what actions the school was taking following the recent announcement from Government that Years R, 1 and 6 might return to school on 1 June 2020. The Executive Headteacher said special schools weren't required to look at year groups but had been asked to gradually increase numbers over time. This would only happen once the Trust was convinced that it was safe for pupils to be in school.

17/20 **ADMISSIONS FOR SEPTEMBER 2020**

There would be 22 new pupils in September 2020, which was higher than in previous years, the total number of pupils was increasing by 10.

Transition for the pupils coming into the school was underway for those coming from schools within the Trust and would be progressed for pupils coming from other schools as soon as it was possible.

Governors asked how many pupils were moving onto sixth form. The Head of School said nine pupils were moving onto a range of provision or social care provision.

18/20 **CURRICULUM FOR SEPTEMBER 2020**

The Executive Headteacher said the school wouldn't be changing curriculum for September 2020 as a lot of work had been done on developing it over the last couple of years.

The Head of School said teachers were in working parties looking at specific areas they were keen to review or develop and progression of skills documents were in the process of being developed.

19/20 **RECRUITMENT AND STAFFING FOR SEPTEMBER 2020**

The Executive Headteacher reported that there were no recruitment needs in the school.

Governors asked whether the school would be open in September, they were concerned some pupils might be socially isolated for up to a year. The Executive Headteacher said the school would prioritise by need and make sure it didn't impact negatively on pupils' long-term development, life skills and readiness for next steps.

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20/20 **GOVERNING BODY MATTERS**

It was decided to appoint Christine Budd as a Co-opted Governor for a term of one year.

It was noted that there were still vacancies for two Co-opted Governors and one Parent Governor.

21/20 **ITEMS FOR THE NEXT AGENDA**

- Review of strategic plan from this year and suggestions for next year.

22/20 **DATE OF THE NEXT MEETING**

The date of the next meeting was Tuesday 30 June 2020 at 5.00pm.

*There being no further business, the meeting was closed.*

**Summary of Actions**

<b>Minute</b>	<b>Action</b>	<b>By whom</b>	<b>Target Date</b>
9/20	Send governors the dates for learning walks.	Feb 20	May 20

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