

**MINUTES**  
**of the EGM of Teignmouth Community School Local Governing Body held on**  
**Thursday 4 March 2021 at 4.30 pm via MS Teams online**  
**due to COVID-19 restrictions.**

<b>Present:</b>		
<b>Name</b>	<b>Title/Role</b>	<b>Initials</b>
Polly Cox	Co-Opted Governor	PC
Karine Davies	Vice Chair of Governors, Chair of EOC Committee	KD
Mark McCarthy	Chair of Governors	MMc
Sarah Minty-Dyke	Governor, Staff, ER	SMD
James O'Connell	Principal, ER	JPO
Jim Prior	Prospective New Co-Opted Governor	JP
Simon Shadbolt	Prospective New Co-Opted Governor	SSh
Annabelle Thomas	Head of School, ML	AT
Luke Williams	Governor, Staff, ML	LW
Gaby Willis	Clerk	GW
Maggie York	Governor Responsible for SEND	MY
<b>Apologies:</b>		
Katy Quinn	CEO/Principal, ML	KQ
Sean Bromfield	Parent Elected Governor, TCS ML	SB
Louise Dowler	Parent Elected Governor, TCS ER	LD
<b>Absent:</b>		
None		

<b>Item</b>	<b>Content</b>	<b>Action</b>
E2/1.1	<p><b>Welcome and Apologies:</b> LD and SB – accepted.</p> <p>Meeting opened at 4.30 pm and it was confirmed the objective today is to raise any questions regarding the risk assessments for schools re-opening which were uploaded to the portal in advance of this discussion and subsequently recommend to the Trust Board for approval.</p>	
E2/1.2	<p><b>Declarations of Interest:</b> None.</p>	
E2/2.1	<p><b>TCS Mill Lane:</b> Questions and queries invited.</p> <p><b>Q: Will teachers be using a face mask in the classroom when working with the children?</b>            AT: Masks will not be worn in class while teaching, just in communal areas when leaving your classroom. They will be removed in the classroom or in the office in your bubble.</p> <p><b>Q: For the reopening what would you see as biggest area of concern?</b>            AT: Ensuring everyone is safe, including staff. Children feel safe and comfortable coming back to school but there is lost learning and the recovery curriculum which will be shared at LGB next week. Think the secondary will have a much harder job. Opening next week for Mill Lane is not too difficult; the risk assessment is largely there from last time.</p> <p><b>Q: Have staff or parents expressed any particular concerns?</b>            AT: No, shared with staff last night in detail and questions were raised and responded to.</p> <p><b>Q: For return to learning are there any particular groups of students you are concerned about in terms of getting them back in and engaged.</b>            AT: Anticipate Year 5-6 cohort may have difficulty settling. Safeguarding has increased massively and there is a lot of work to do with vulnerable children.</p> <p><b>Q: Are all EHCP individual risk assessments updated?</b>            AT: There are not many changes with them. Parts at home couldn't be met around working one to one with a particular adult or social group so coming back into school means those needs can be met.</p> <p><b>Q: How many staff are in the extremely vulnerable group?</b>            AT: 3, but only 2 continue to be off.</p> <p><b>Q: You have included in the risk assessment that you will be collecting back the devices from Monday. Will that cause any complications for students who have to self-isolate after that time?</b>            AT: If that point is reached devices will be given to those who need them. For now, they will be quarantined and then used in school.</p> <p>No other questions received.</p> <p>Unanimously <b>AGREED</b> happy with updated risk assessment for re-opening on Monday. Thanked AT for providing information and good luck.</p> <p><b>Action: GW to upload risk assessment to portal for Trustees review and approval and report back when approved.</b></p>	<b>GW/AT</b>

Item	Content	Action
E2/2.2	<p><b>TCS ER: Updated risk assessment for reopening of TCS ER on 8 March 2021.</b> Questions and comments invited.</p> <p>Q: Is it possible to put in who is responsible for the actions, perhaps initials so that governors know who is monitoring those actions and who has completed them.</p> <p><b>Action: JPO to do this and send to GW.</b></p> <p>Behaviour policy addendum typos – under masks should be worn rather than work, and when pupils are eating inside rather than insides.</p> <p><b>Action: JPO to make these changes.</b></p> <p>Q: Will the staff who were off be back on 8 March?</p> <p>JPO: Refers to December so lot has changed. In terms of that report mostly some staff working from home and all back. 5 staff on ECV list. Risk assessments have been carried out with those who want to return on a staggered basis, and 2 will be shielding. The situation is complicated by the lateral flow testing as 12 members of staff are involved in operating that process each time.</p> <p>Q: With regard to the lateral flow test and the Covid appendix to the behaviour policy. Will there be a lot of FTE coming from this which may be difficult to manage?</p> <p>JPO: Haven't experienced any FTE from these for autumn term. Feel with older children the risk is complacency.</p> <p>Discussion as to whether governors can monitor the impact of the face covering policy on exclusions and behaviour incidents over this half term. A letter has gone to parents and students, and students will be briefed again on their return next week. Any incidents reported under the Covid Behaviour Policy Appendix will be investigated thoroughly.</p> <p><b>Action: JPO will report on this at LGB meeting on 11 March.</b></p> <p>Q: What is your biggest area of concern?</p> <p>JPO: Managing the lateral flow device testing with the staffing impact. Very proud of centre and how it is running. Logistical exercise of having young people going in and out during the school day. Can't be done in class groups. Also, how students react to wearing masks in lessons. Focus once students are back will be on exams and assessment.</p> <p>Q: Are you confident you will manage the 3 lateral flow tests?</p> <p>JPO: 85% of students have given consent. Y12 and 13, and Y11 and 10 are done. Sixth form again tomorrow.</p> <p>Q: Have EHCP students had assessments reviewed and updated?</p> <p>JPO: Yes, and looked at staff risk assessments where necessary for vulnerable staff. Many have now had vaccines.</p> <p>Q: Are you also set up for providing adequate remote provision for any students self-isolating?</p> <p>JPO: If that happens we have good facilities in terms of expertise and platform set up and ready to go and at the moment we are leaving devices with the young people who have them.</p> <p>Q: Any safeguarding concerns?</p> <p>JPO: Just numbers. The biggest thing will be mental health and anxiety, but the team are prepared.</p> <p><b>Action: Agreed to look at this again at May LGB to have a better picture of safeguarding situation and a more detailed report.</b></p> <p>Q: Are you comfortable you have sufficient arrangements to check the controls for monitoring the adherence to the risk assessment and the risk management protocols?</p> <p>JPO: Within bounds of reasonableness. Some procedures have been simplified and made clearer. Return doesn't present a worry from a safety perspective regarding the virus. Had approx 500 tests in the last few weeks and no positives.</p> <p>Q: What about gauging progress and managing different levels of engagement everyone back on track?</p> <p>JPO: Key part of the process is normalising and getting students back in routines with tutor time, remote assemblies, and looking at what has been missed that is critical to learning and development across all year groups.</p> <p>No other questions.</p> <p>Unanimously <b>AGREED</b> the updated risk assessment for reopening of TCS ER on 8 March 2021 and <b>Covid addendum to the Behaviour Policy</b>. Thanks, and good luck wishes were expressed to JPO for Monday.</p> <p><b>Action: GW to upload risk assessment to portal for Trustees review and approval and confirm back when approved. GW to upload Behaviour Policy Covid Addendum to website.</b></p> <p>The meeting closed at 5.18 pm.</p>	<p>JPO/GW</p> <p>JPO/GW</p> <p>JPO</p> <p>JPO</p> <p>JPO</p> <p>GW/JPO</p>