



**Extraordinary Board Meeting 14<sup>th</sup> July 2020 3pm – Microsoft Teams**

**Minutes**

**In Attendance:**

**Trustees**

Anne Weinstock (AW) – Chair, Kit Thorne (KT), Graham McGuffie (GM), Ian Robinson (IR)

**Officers**

Antony Hughes (AH) – CEO and Accounting Officer, Maggie Williams (MW), Tracey Mellor (TM), Wendy May (WM), Sharon Costello (SC), Jess Hainsworth (JH), Jane Green (JG), Suzanne Thompson (ST)

	Action
<b>Apologies for absence</b> – Phil Moulden, Olwyn Smythe	
<p>AW thanked WM for the detailed document shared with Trustees prior to the meeting, assuming all Trustees have read.</p> <p>AH provided an overview in the context of the government expectation that all children and all staff back in in September 2020.</p> <p>Trustees had sight of the latest risk assessments at Academy level in preparation for September opening as per Government guidance. Reminder that unless there is a local lockdown, the expectation is that all children and all staff return.</p> <ul style="list-style-type: none"><li>• Our view is that after a very rigorous process, the controls proposed are sufficient to minimise the risks of infection at school.</li><li>• In terms of the wider context, the national infection and death rates continue to decline –with an estimated 1 in 3,900 people in England having the Coronavirus or 0.03% of the population.</li><li>• Oldham rates are still relatively high, but there is a clear downward trend on deaths and infection since the peak of the crisis in mid-April. However advice from the DPH is that C-19 is still circulating in Oldham and we must remain vigilant.</li><li>• Derby rates remain lower than Oldham's (494 per 100,000 compared to 792 per 100,000)</li><li>• Press briefings today and yesterday also suggest Government concern about impact of 'second wave' or localised waves.</li><li>• It remains unknown the extent to which parents will feel confident to send their children back in September and a key part of confidence is our approach to staggering their induction. But encouraging signs in respect of incremental improvements in Oldham and Derby over the past fortnight within the limitations of the current approach.</li><li>• We have communicated early with parents so that they can make plans and understand the detail of our measures.</li><li>• Central to those measures – within the so-called hierarchy of controls – are the Bubble systems that will operate within each Academy in order to minimise contact among and with children. These are balanced with</li></ul>	



realistic expectations around Social Distancing. Trustee's decision around a temporary afternoon closure per week to facilitate safe teacher planning and preparation time is important to many of the risk assessments.

- Staff confidence, safety and morale continues to be paramount and is supported through:
  - Rigorous preparation and training in the new ways of working using September Inset
  - Consultation with staff on the individual risk assessments for each academy
  - Continuing positive and purposeful relationships with the Trade Unions
- We will run a further staff survey in September to take the temperature around wellbeing and the new processes.

WM described in more detail the process followed with each academy leadership team.

Since scenario planning session week last Thursday, when DfE guidance had just been published the following has happened.

- Staff identified key organisational elements to be put in place
- Academies sent scenario planning document's for WM to look at and have an overview planning.
- Template RA sent to each academy who then adapted for own academy
- WM then sent feedback document asking for clarity if required.
- RA then returned to WM, once satisfied WM given initial sign off then through SG for them to agree satisfied that procedures followed and robust RA in place.

AW asked Trustees for thoughts and reflections.

A detailed question and answer session took place.

KT asked about the incoming academy.

IR asked about children whose parents decide not to send children back in September. What might we do with those children in terms of home learning or are they considered on their own due to parental decision.

AW We are able to fine parents for non-attendance from September. Important that we have home learning packages but what if parent refuses home learning?

AW asked whether we have communicated in different languages.

GM asked if there is an individual letter going out from each academy or generic letter.

GM asked whether the letter say anything about uniform.

AW questioned the relative size of the bubbles.



<p>KT asked why a significant number of templates included a note re amending the marking arrangements for children's work.</p> <p>All questions being answered to the satisfaction of Trustees the meeting continued.</p> <p>AW expressed thanks again to WM and asked if the Trust prepares an end of term note to staff as thought it would be nice to include a message from Trustees thanking staff and wishing them all a great holiday.</p> <p>WM summarised that subject to anything further arising through the summer the templates will be updated in preparation for the meeting with Trustees on the 2<sup>nd</sup> September in advance of full opening.</p>	<b>AH</b>
<p><b>Vote on Directors Resolution</b></p> <p><b>AW asked Trustees to take a vote on the Trust continuing to proceed with the plans to fully reopen the academies from September 2020.</b></p> <p><b>The resolution was passed unanimously</b></p>	
<p>Meeting Closed 15:29</p> <p><b>Next meetings scheduled for 2<sup>nd</sup> September 2020 3pm, Microsoft Teams.</b></p>	