

ENFIELD GRAMMAR SCHOOL
Full Governing Body
Minutes of the meeting held on 18th June 2020
Via Zoom due to Covid-19 Lockdown

Present:

Mrs A Williams (Chair of Governors)	Ms J Gray
Mr G Jones-Owen (Vice Chair of Governors)	Mrs T Holloway
Mr C Lamb (Headteacher)	Mr S Gilmore
Ms H Ashley-Fraser	Mrs E Underwood
Rev'd S Griffiths	Mr D Willett
Mr C Hide	Mr P Collard

In attendance:

Mrs D Burke (Deputy Headteacher)
Mr S Purrier (Deputy Headteacher)
Mr M Pieri (Assistant Headteacher)
Mr D Wragg (Assistant Headteacher & Head of Sixth Form)
Mrs C Culora (School Business Manager)
Mrs L Murphy (Clerk)

Apologies:

Mr K Altmann
Mr S Berkkun
Mr A Yilmaz
Mrs V Thompson

1. Apologies were received and accepted from Mr Burkun, Mr Yilmaz, Mrs Thompson and Mr Altmann.
2. This meeting was held in order to discuss and agree the 'Risk Assessment for the partial opening of School for Year 10 and Year 12 during the Coronavirus pandemic'.
 - 2.1 The Risk Assessment, Home School Agreement and Behaviour Policy, and Staff Protocol during partial opening of the school site for Years 10 and 12 (June 2020), were circulated to all Trustees before the meeting. The proposed date for Years 10 and 12 to return to school is 22nd June 2020.
 - 2.2 Mrs Williams clarified that it is the role of the Trustees to agree the Risk Assessment.
 - 2.3 Mr Collard asked Mrs Culora if she had taken advice whilst writing the document and Mrs Culora confirmed that she had conferred with the Local Authority Health and Safety Department. Mrs Culora also discussed the document in detail with Mr Lamb and Mr Gilmore (Governor for Health and Safety) and together they put in the necessary actions.

- 2.4 Mrs Williams asked if there were any questions regarding the documents. Ms Ashley-Fraser asked how realistic is it for a student showing Covid-19 symptoms to be tested? Mrs Williams replied that anyone can be tested now and this can be arranged via the Government website, and suggested students be encouraged to go in person to test sites rather than wait for them in the post. Mr Purrier agreed that we can let the parent collecting a child showing symptoms from school, know where the nearest test centre is.
- 2.5 Mr Jones-Owen asked if the school has enough cleaning staff to cover the work on the plan? Mrs Culora informed the Trustees that furloughed staff are from the Lower School and that there have been double the number of cleaning staff on site during the deep clean. We are now slightly over staffed. Areas in use are limited around the school and each door has a sign that is turned to show when the room has been used and requires cleaning. There is hand sanitiser in all areas of the school. Mobile stations are due in this week.
- 2.6 Mr Lamb informed the Trustees that staff are not permitted to use their offices to work after their teaching session.
- 2.7 Mr Jones-Owen asked what is the minimum number of staff required to run the sessions as from 22nd June, and have we many staff in reserve? Mr Pieri informed the Trustees that the minimum number of staff is between 6-8 daily for the four days when students are in. Mr Lamb said that we have enough staff in reserve but not necessarily specialised teachers.
- 2.8 Mr Lamb informed the Trustees that feedback from the students and staff so far has been very positive.
- 2.9 Rev Griffiths asked if students had the option to wear masks if they wanted to? Mrs Culora informed the Trustees that government guidelines recommend students do not wear masks in school due to them being touched constantly and worn incorrectly. Mrs Williams added that another reason is that staff are at more risk than children.
- 2.10 Mrs Williams thanked Mr Gilmore, Mr Lamb and Mrs Culora for their hard work in issuing the Risk Assessment.
3. Mrs Williams asked the Trustees to vote if they are satisfied the Risk Assessment covers the boys in Year 10 and 12 to return to school next week? All Trustees voted in agreement.
4. There being no further business the meeting closed at 6.25pm.