

## CBAT BOARD MEETING

### Minutes of the Trustees' extraordinary meeting held on 9<sup>th</sup> June 2020 at 1:30pm via videoconference

**Present:** Nigel Riglar (Chair), Graham Ayre, Debbie Bird, John Gilbert, Emma Gray (Finance Director), Ruth Hollier, Stuart Wilson (Chief Executive Officer).

**In Attendance:** David Dale (Clerk).

#### 1. Welcome and introductions

The Chair explained that this meeting was being conducted via videoconference due to the continued restrictions advised under the current Coronavirus emergency. It was an extraordinary meeting to consider urgent matters in relation to the expansion of school provision, and routine business would be deferred until the next scheduled meeting of the Board.

#### 2. Apologies received and accepted:

It was noted that the Trust's Members had now appointed a new Trustee, Barbara Green. Barbara had been unable to join this extraordinary meeting at short notice, but would be invited to the next meeting of the Board.

#### 3. Declarations of Interest:

There were no new declarations.

#### 4. School closures, temporary provision and expanding provision/reopening

The CEO briefed Trustees on progress with expanding provision at the primary schools last week, and referred to the reports of visits by the Chairs of the SDBs to review risk assessments (as circulated in advance of the meeting).

Attendance at Berkeley Primary School (BPS) had been at 60% of children in YR and Y1, and 75% of children in Y6, plus 14 key workers/vulnerable children. All available classrooms are in use, some classrooms are unavailable as windows are unsuitable (CIF bid submitted).

At Cam Woodfield Junior School 74% of Y6 children had attended, plus 21 key workers/vulnerable children.

The CEO reported that he is in daily contact with the primary Headteachers, and that he and the Chair of Trustees are continuing to have weekly meetings with the Headteachers and Chairs of the primary SDBs.

For Marling School (MS) the CEO gave Trustees a detailed explanation of the reopening plan, risk assessment and return to school document that had been circulated in advance of the meeting. He reported that the reopening model had been discussed with staff at 2 meetings. The plan and risk assessment had been discussed at MS SDB yesterday, that the SDB was supportive and was recommending them for Trustees' approval. If Trustees agree the recommendation parents will be contacted tomorrow to inform them.

*EG joined the meeting at 1.55pm.*

The reopening plan was cautious and would limit the number of students on site at any time to 39 Y10 and 48 Y12. The model means that most of the students in these year groups will have access to their GCSE and A-Level teachers before the summer break. Y10 students will see their core Maths, English and Science teachers over the course of 3 weeks beginning on 15<sup>th</sup> June. Y12 students will return from 16<sup>th</sup> June. All students will stay in the same small group, with practical arrangements to ensure social distancing including a shorter school day, staggered start and break times, rearranged classrooms.

The FD gave further details about the practical arrangements set out in the risk assessment including one-way movements, site restrictions, maximum toilet numbers, cleaning arrangements during and at the end of the school day, and personal protective equipment for staff.

Trustees asked a number of questions about how the arrangements would operate in practice and how they would be monitored to give assurance that the risk assessment was robust. They asked about procedures to be followed in the event that anyone at school was symptomatic or had tested positive for Covid-19. The CEO said that the advice of Public Health England would be followed, and referred to a recent circular from the local authority about this. **Action: CEO** to copy the LA circular to Trustees.

The CEO noted that the risk assessment and return to school manual would be made available on the MS website. An addendum had been made to the MS behaviour policy to reflect Covid-19 requirements.

Following a thorough discussion, it was proposed by GA and seconded by JG that:

Having discussed government guidance in the context of expanding provision in secondary schools, and reviewed the opening plan, risk assessment and Return to School manual for Marling School, and considered the points previously raised by the trade unions and the NGA, Trustees are in agreement with the recommendation of the School Development Board of [Marling School](#), that it should expand provision for Y10 and Y12 students from 15<sup>th</sup> June 2020. Trustees have given detailed consideration to the mitigation actions set out in the risk assessments and believe that these will protect the health and wellbeing of staff, students, and visitors to the school. This resolution was **agreed** unanimously.

Trustees recorded their thanks and appreciation to the CEO, Headteachers, and all staff in the schools, for their efforts in continuing to provide in-school support for priority groups and remote learning and support for other pupils, and asked for this to be communicated to everyone concerned. In particular, they commented on the detailed and complex plan for ensuring that Y10 and Y12 students would be able to access their key teachers. **Action: CEO** to pass on Trustees' thanks to all staff.

*RH left the meeting at 2.15pm.*

## **5. Any other business**

- (i) The CEO reported that the MS open morning on 25<sup>th</sup> June would be virtual, as would induction days for new students and staff. The entry test would go ahead as planned, with 2 or 3 sittings on the same date.
- (ii) The CEO briefed Trustees on the latest developments in respect of a long-running complaint at BPS, and that he had responded to a request from the ESFA for information.
- (iii) The CEO briefed Trustees on a challenge to the MS admissions policy. He noted that the Trust's legal advisers will advise the Trust accordingly.

6. **Date of next meeting – Monday 6<sup>th</sup> July at 4.00pm.**

**The meeting closed at 2.28pm.**

A handwritten signature in black ink, consisting of several overlapping loops and lines, positioned below the meeting closure text.

6<sup>th</sup> July 2020