

## Wistaston LAB Minutes 25/06/2020

WCLA Thursday, June 25, 2020 4Chair: Audrey Skidmore Clerk: Debbie Tomkinson

FINAL: The minutes are confirmed and locked.

Governors Attending: >Mike Finnigan, Audrey Skidmore, James Bancroft, Sara White, Angela Clyne

Governors Apologies: >Lesley Meaney, Steph Watson, Simon Dodd and Stuart York

Non Governors Attending: >Lindsay Dunn

Non Governors Apologies: >

### Agenda Item 1 **Welcome and apologies for absence**

The Chair welcomed all members to the meeting.

**MINUTE** Apologies were received from Lesley Meaney and Steph Watson.

**DECISION** Apologies for absence were accepted from Lesley Meaney and Steph Watson

### Agenda Item 2 **Declarations of Personal/Pecuniary Interests**

The Principal advised that he had recently taken up the position of Vice Chair at Whitegate Primary, where he was already a Governor.

**MINUTE** Nothing else was declared.

**DECISION** Members acknowledged the declarations of interest

### Agenda Item 3 **Declarations of any other business**

**MINUTE** Two additional items of business were agreed ahead of the meeting and discussed as follows:

#### **Change to Start of Day Times**

The proposal was to bring the infants in line with the juniors and start both at 8.45am. The end of the day would be the same as it is currently.

The Principal updated that before Christmas there was a discussion about changing the start of the school day for the infants. The current situation is that the junior day runs from 8.45am – 3.25pm and the infant day starts ten mins later and ends 10 mins earlier. There is an issue with inequality as Key Stage 2 teachers would have more than 1 hour less pupil contact time per week. The timetable needs to be addressed in Key Stage one, and less so in reception. SW said that it is about giving time for an extension on whole class reading and 10- 15 minutes extra would give teachers time to do whole class reading and promote reading more, which we want to do. The Principal agreed that it would give more flexibility.

**Q. The Chair asked if the current staggered starts was a historic decision? The Principal** said that it was done after the schools moved together about 10 years ago. The school site does not particularly lend itself well to pick up and drop off although it is fine in the infant and junior years. MF said there used to be differentials. The Principal remembers talking about this when it was changed and the main reason for the change was curriculum based and a secondary benefit is that it may impact on parking, but he suspects not. Parents come in and hang around and wait and the current situation has brought this to the fore. We need a parent to drop their child off and go and this proposal should help make mornings more organised. The Principal is hoping to do this from the start of September. The Chair said that this decision benefits the learning of all.

The Chair said that parents with children in both the infant stage and Key stage 2 need to be considered. The Principal said that the doors will open at 8.40am and stay open until 8.50am and parents drop off and go. The Chair said that we need to think about social distancing as this will still be in place in some form come September. The Principal is waiting for guidance about September. Making the change may not be necessary anyway, as we have to stagger the day based on the current situation. By bringing change in now, it will be the norm by the time this pandemic settles down.

The Chair asked how the parents will feel about this and the Principal said they are unlikely to be too concerned. A handful of parents may be inconvenienced.

SW said that the opening and closing times of the register won't change and it will still close at 9.05am, so pupils won't get a late mark if they are in class by then. We need to stress to everyone that this is to benefit the children and hopefully it will be well received. Members agreed with this sentiment.

**Q. Will this impact on Swan Stars? The Principal** said this should not impact as they are in way before then. It may impact on staff who are contracted there until 9.00am.

#### **Capping Pupil Numbers in KS2**

There is currently a limit of 30 in each class in Key Stage 2 and only go above it in exceptional circumstances. The Chair would like us to discuss this, but he doesn't want to change the cap necessarily, just discuss it. The context for this is that the school has had a request for a place in Year 3 which would mean going to 31 for what could be just a short time.

The Principal updated that this same family appealed about a place in Year 2. The Parent wanting the place is desperate for their child to come in at Year 3. We are aware a family is due to be emigrating to America so this would free up a space in the Year 3 class.

The Principal updated that the family who want the child to get a place used to live in Haslington and now live in Wistaston and are now travelling miles back and forth to Haslington daily.

Numbers are capped at 30 children per class in the infants. There is no requirement for this in Key Stage 2. The Principal wonders if we can we agree to go up to 31 to allow this child to join the school, if agreed, this would just be for the short term and he does not want to make this a permanent change. The Chair asked what others think about doing this from September.

Members wondered if we could go up to 31, only until the other family move to America. He would not have a problem with this, but we have to be careful we don't set a precedent. If the family went to appeal again, we would have to take them.

The Chair is concerned that it could set a precedent and once you do this for one child, where do you stop. She feels that 30 children is already a lot and she is not sure how she feels about increasing it.

The Principal said that there is a small risk in that we could say to the family they could join, and the other family may not move due to the Coronavirus pandemic. The Principal is very confident the family are moving, as they have the papers and so on organised. The Dad's line of work is moving to America and the mum is a mid-day assistant within the school and she has notified the school of her intention to leave at the end of July.

**Q. The Chair asked if we have classes of 30 in KS2? The Principal** said that there are currently 30 in each class and he would be happy to cap this at 30.

**Q. The Chair asked what the loss is if we have 29 children, if that family leave and we don't fill the space? The Principal** said that school gets between £3000 and £4000 per child based on the census which is done in January each year. A family started just after the census this year and the school received no money for the child.

The Chair if there was already a precedent for going over 30 children in a class. The Principal said that 1 class has 31 children in it but there is a looked after child in the class.

The Principal said we could cap it at 30 and let them in if the other child leaves before the start of the new term. The parents from Haslington would still probably want the place mid-way through a year so it could be revisited if/when the other child leaves. The Chair thinks we need to consider the benefit of 1 child versus a class of 30. There are different ways of working just now and don't want to overburden a class. MF said that allowing this to happen could open the floodgates for other requests and people could use this as a precedent. He thinks we should let the family go and then invite others in.

The Chair said we could set a cap of 30 pupils in Key Stage 2. The Principal has checked the Scheme of Delegation (page 18) and we are accountable for admission arrangement and making local arrangements. The Chair agrees this situation falls within this.

## DECISION

All Members agreed that the infants should start in line with the juniors and start both at 8.45am with the end of the day staying the same as it is currently.

All Members agreed to cap the number at 30 pupils in KS2 particularly in the current situation.

## Agenda Item 4

### Part 1 minutes of the last meeting

The Members reviewed the minutes which were circulated prior to the meeting.

## MINUTE

The minutes of the meeting dated 21<sup>st</sup> May 2020 were reviewed as a true and accurate record subject to the minor amendment where it was minuted that pupils get free school meals to the value of £15.00 per day. This should read £15.00 per week.

## DECISION

The minutes of the meeting dated 21<sup>st</sup> May 2020 were approved as a true and accurate record subject to the slight amendment to the reference to free school meals which should read £15.00 per week not per day.

## Agenda Item 5

### Matters arising

The following matters arising were discussed:

**Advertisements to be placed with Inspiring Governance and Governance for Schools Members** - This will be discussed under item 8 of the agenda.

Writing to be included on the next agenda. **The Principal advised that this would be postponed until the end of the crisis although he confirmed that he had received the report from the lead. Action: Writing will be included on a future agenda.**

## MINUTE

**Circulate the proposal from the PHSE lead in relation to the consultation on sex and relationships education even though this has now been deferred until summer 2021. By JB** - The Principal updated that this will be implemented for 2021 which gives a chance to consult. The Chair sent out information from AC. We don't need to arrive at a decision today, but the Chair needs to set up a working party in new school year. **Action: The Chair will set up a working party in the new school year to discuss the proposal from the PHSE lead in relation to the consultation on sex and relationships education.**

The Chair reminded Members of the previous discussion with regards to one possible new Member and were disappointed that the individual had delayed follow up and they agreed therefore to continue with recruitment once the coronavirus crisis was over.

**The Principal was going to contact Wistonian News to place an advertisement regarding the Governor vacancies, but this has been postponed until after the coronavirus crisis. The Principal will place advertising in the Wistonian news for Governor vacancies for the new school year.**

**The Principal was going to contact the High School and other schools in the cluster to determine if anyone would be interested in becoming a Governor, but this has been postponed until after the coronavirus crisis. The Principal will contact the High School and cluster schools to determine if anyone would like to become a Governor after the Coronavirus crisis.**

## Agenda Item 6

### Principal's Report

## MINUTE

Highlights included:

Staff Updates

- The school has appointed a new site manager who is starting on the 20<sup>th</sup> of July, which is good timing for the end of term and start of the holidays. Interviews were done over zoom last week. Four applications were received and 3 of these applicants were interviewed. All of them could have done the job, but the Principal was not sure all would have fitted in.
- It has been emotional being back properly without Lewis being around. We would like to do something in memory of him. He loved Christmas, so we plan to plant a Christmas tree and have already picked out a nice spot. Members thought this was a lovely idea.
- The Principal wanted to note his thanks to Martin, the Assistant Caretaker, who has gone above and beyond. The Principal has asked the Trust to give Martin an additional payment for July.
- Linda Bond, who is a mid-day assistant is retiring after 32 years in the school. She wants to retire to spend more time with her family. She is lovely and will be a real loss to the school.

#### Staff Health and Wellbeing

- No members of staff have had COVID and everyone seems fine. The Principal thinks the situation has brought out the best in staff in terms of teamwork. Everyone is frustrated with the lack of normality and it has been tough. The Principal is very much looking forward to the school holidays this year, as it has been a challenging few months.

#### Number of Pupils Attending School to Date and Wellbeing

- Vulnerable and keyworker's children have been in the school throughout lockdown. The number of children in the school has started picking up over last few weeks. We thought we may have to cap this, but the increase has slowed. We currently have 25 pupils in, but some Year 6 children will go to their usual class shortly.
- Reception returned last Monday. The children came in and just got on with it. SW was very proud of how they handled it and the children are so happy to be back. They have been amazing and not been fussed at all. The Principal said that parents and staff have also been fantastic. Sara, Suzanne and Catherine have been amazing. Attendance is currently 38 children, and this will be going up to 40 children next week. We may need a 4<sup>th</sup> bubble in reception.
- Year 1 returned on Monday with no issues. We have 33 children in school and are not expecting an increase so far.
- Year 6 are returning on Monday and we have 44 children confirmed. If that follows the trend elsewhere, it will go up a bit. We are planning for 4 bubbles in Year 6.
- We are trying to create a renewed sense of belonging and had a virtual assembly last week.
- Home learning has been available throughout the lockdown and it has been well received. This evolved at the start of this week, and parents have responded well. We asked them to send in work but there has not been a big response 6/60 in Year 5 did this. What we have wanted to do throughout, is support all families, those with and without technology and tried to be equal and fair. Some families felt the home learning was too much and others felt it wasn't enough and we cannot please everyone. The Chair said that the children liked the videos from the teachers. The Principal said that as we are about to bring in more children, will have to scale the home learning back as it won't be sustainable.

#### Safeguarding and Vulnerable Children

- The Government has defined vulnerable children and our looked after child is back in school now. The school have contacted all children with ECHPs, previously looked after children and has offered places to anyone who we felt was a bit vulnerable and those with things going on at home. There has been a varied response.

#### Update on Transition Arrangements

- We can't see a way for children to go up to their next class teacher with bubbles and some children not being there. All children will go to their new classes in September. We have been thinking about transition for reception. We have a letter that we were due to send out, but the Principal and the Executive Headteacher are not sure about sending it out now. They were about to do this but don't know what is happening with Years 1-6, so don't feel in a position to confirm arrangements. It may be August before we can do this. The intention is for them to come in half days and increase to full time by the 14<sup>th</sup> of September. We are not able to do nursery visits or have children in for settling in days so it will be hard. The parents have been really good. Parents have been called and explained lots of unknowns and they have contacted nurseries for information and will use this to sort classes. We may need to rethink the letter. We have done the best we can in the circumstances. There is an email address that parents can contact us on if they have any questions.

**ACTION** Principal to consider the letter to Parents of children moving into Reception

#### Agenda Item 7 Re-opening of the school

**MINUTE** The Principal updated that all children will be in school by September, either in full-time or all children in on a rota basis.

We need to think about the following, some Teaching Assistants teach across years, assemblies, school visits, staff meetings, after school clubs etc. The Government says children are not at risk. The risk is adult to adult infection and that is what we have to manage.

In terms of this year, the Principal advised that he had received an e-mail at 7.00pm last night as the Trustees would like to bring more children back to school. The Principal has mixed feelings about this, and he is not entirely comfortable with this.

The Chair said that as we are only just starting to think about this, she is not sure what we can gain. The Principal said if we offer 2 days of school, this is not enough to be able to put a sequence of lessons together and it won't be hugely educational as 2 days will not allow this.

The Chair said that children need time to settle into their new routine. The Principal feels that this is a token gesture. Q. What is the rationale behind this? The Principal said that the Trust are under pressure and scrutiny. Despite a phased return for Cheshire East, most schools are under capacity. Schools need to submit data of what numbers we have and what numbers we could have in. We are fairly high compared to other schools. The Trust say some arrangements will still be in place in September, so this allows us to test things like staggered opening, hygiene, one-way systems etc. There is a good rationale, but there is more to lose than gain. We have planned so much and done a really good job, so everyone knows what to do. It all has to change now. **Q. The Chair asked how this will work in practice if we are bringing children in for 2 days? The Principal** advised that children still need to be in bubbles and teachers would need to stick to their bubble.

The Principal agreed to discuss further with the SLT and circulate further details.

The Principal said that all staff would need to be in the school. The 2-week rota we had in place diligently is now out the window. The Chair said that we don't really have a choice as we need to ensure we have approval from the Trust. The Principal said that we don't really have a say. We have 3 classrooms we are not using. There are 2 in reception and the middle classroom. The Reception rooms are not being used due to social distancing although the DfE says this does not have to happen with children.

The Chair checked the guidance today and 2 metre social distancing was still in place. The Principal said that guidance came through yesterday from the DfE stating that primary pupils do not and have not needed to be kept apart. They are encouraging Primary Head Teachers to bring back more children to work in protected measures. Schools are told to keep desks as far apart as possible which seems to be a typical mixed message. The Chair asked the Principal to forward the guidance.

The Chair said that we are still limited to bubbles of 15 children. The Principal said that we can use the middle classroom if we have additional measures in place. We will need to open all 3 doors and the teacher in there would need a face covering, and it would need more cleaning due to lack of ventilation.

The plan would be to have each child in school for 2 days. Children would be in either Monday and Tuesday or Thursday and Friday. Classrooms would close on a Wednesday for cleaning. This arrangement will start on the 6<sup>th</sup> of July. If the uptake is not high, we might increase to 3 days in.

**Q. Was there any penalty for parents not sending children in?** The Principal said that at the moment, there was no consequence. His own children were in school as he and his wife were both working. He understands why parents may keep their children off as it is just 2 days. Other parents may want their children to go in to see friends. SW said that it is all unknown and 2/3<sup>rds</sup> of parents in reception are not sending their children back as their siblings are not in. The Principal said that we could need an additional bubble in reception and Year 1 and could bring others back.

#### Review of the Risk Assessment and Associated Documents

The Principal said that the risk assessment is very comprehensive, and it sits in the staff handbook. It is about 20 pages long and is not very user friendly. The Chair noted there was a discrepancy with regards to the room children should be taken to if they are in school and display symptoms of Coronavirus. It sometimes refers to the brown bear room and sometimes another room. The Principal said that both rooms were discussed, and we need clarity. The Chair will seek clarity on which room should be used if a child has Coronavirus symptoms in school.

The Chair suggested that we review the mobile phone policy. The Principal said there is an addendum and it's to do with using mobile phones to arrange first aid. At the moment, we try and send children into school and now the idea is to call a first aider out. We have some walkie talkies but not enough to make it a feasible strategy. People can now have a phone with them for emergency use only. The Chair said that this needs circulated to staff as safeguarding is key. The Principal said this was an oversight and this will be done.

Members agreed that the policy would not have to change significantly, and it will still fit. The Principal said it should still fit and he wants comments specifically about rooms being used. A change in staffing and change in location is all that is different, so there is very little change.

The Chair asked about toilet use as we don't have the luxury to give a toilet to each bubble. The Principal said that this was a good question and it has been discussed. Another school raised this concern. We already have people sharing in the junior building, and there is no way to counteract this, but we will have allocated times and cleaning in between. We have 1 cleaner in the morning and 1 in the afternoon. This is just about working with 2 year groups but we are not sure if there will be enough once Year 6 come back to school. The Principal is not sure how we will do this once we have more children. We need to try and cost this into things and will probably need another full time cleaner all day. The Chair asked if we have ability to do this and the Principal is currently monitoring the matter daily but has not resolved what will happen in September yet and we need to start this conversation. The Chair asked if there was scope for an extra sanitary block with toilet and hand washing facilities. This will be an issue if we are in bubbles next year. Even if bubbles were 4 then 4 bubbles would be sharing toilets. The Chair said that if a child is desperate to go to the toilet and it is not their time, there will be poor learning. The Principal is hoping for guidance on this matter. We have a lot more toilets than a lot of schools and we are still struggling. Outdoor hand washing would be good, and an outdoor toilet would also be good. Angela said she has heard of one school that has turned water fountains into hand washing. Some schools have 4 adults in each bubble with chaperoned toilet visits and cleaning is done after each pupil. The Principal will look into ways of increasing toilets and handwashing facilities.

The Principal Runners were not needed in the first week and were needed moderately more this week. The test will be next week when we have 3 year groups in. It is the first week back for Year 6 and the first week back for more staff. We may need some additional cleaning. The Chair is content as long as it is being monitored daily.

The Principal updated that Cheshire East said we should phase 3 year groups back over 3 weeks. An element is still untested until Year 6 is back. We will monitor this again, before others come in the following week.

**Q. Who is the Mental Health first Aider?** The Principal confirmed this was Angela Culshaw. He also advised that there would be a TA who would be mental health trained next year.

The Chair confirmed that the wider opening would be agreed by the Trust. The Principal thanked Members for their thorough review of the risk assessment confirming that this would be constantly reviewed in light of the forthcoming changes.

*The Principal left the meeting for a short spell at 5.00pm*

#### ACTION

Principal to discuss the arrangements for wider opening of the school with SLT and advise members accordingly  
 Chair to seek clarity on which room should be used if a child has coronavirus symptoms in school.  
 Principal to share change to mobile phone policy with staff  
 Principal to look into ways of increasing toilets and handwashing facilities

#### Agenda Item 8

#### LAB membership

#### MINUTE

#### Review membership - End of tenures

A couple of LAB members are due to finish their terms imminently.

- Stuart York is a co-opted Governor and his tenure is due to end on the 29<sup>th</sup> June 2020. He is happy to extend his tenure but only for a short time. The Chair updated that we have had difficulties filling co-opted Governor positions. She has spoken to Stuart and he would be willing to extend for 12 months. The Chair wanted her thanks to be recorded to him. She asked Members if they were happy to extend and Members agreed.
- Angela Clyne's Staff Governor tenure was due to end on the 30th June 2020. The Chair thanked Angela for all her help. The Chair advised that she was going to wait until the new term to find a replacement. Angela said she would be happy to carry on if required. The Chair will investigate this matter and she will speak to Carole regarding this. She can't see any reason why Angela cannot re-stand. The Chair thanked Angela for her kind offer.
- Lesley Meaney's term is due to end on the 19th October 2020. She is a co-opted Governor willing to stay on until a replacement can be found in the autumn term.

The Chair said that Parents and staff are busy just now so we will hold off until September to ask for nominations from staff and parents. We may be light in numbers over the summer months.

The Chair would like to organise an extra meeting to discuss transition on Thursday the 16<sup>th</sup> of July at 4pm. We may have better idea about September by then. Members felt this was a good idea.

**ACTION** Discuss with the Clerk the options for the staff member role.  
Clerk to organise an extra meeting for the 16th July 2020

**Agenda Item 9** **Communications to/from MAT**

The Chair updated that a catchup meeting was planned for next week. She will update following this meeting. A lot of what is happening is directed from the Trust.

**MINUTE** The Chair, with support from the Vice Chair, has written to parents to reassure them that the main priority is safety for all involved. SW said it was a lovely letter.

*The Principal returned to the meeting at 5.07pm..*

The Principal updated that we will need parent, staff and co-opted Members in September. The Principal agreed to ask for nominations for staff Members. It was agreed to review the skills matrix in advance of this.

**ACTION** Undertake a skills matrix.  
Chair to provide an update following the catch-up meeting with the Trust

**Agenda Item 10** **Any other business**

**SEN Policy - Anna Willington – SENCO**

Currently we have 8-9 children with EHCPs. We have identified 2-3 in the last few months and one is currently undergoing a needs assessment. There is a chance that by January we may have as many as 11-12 EHCPs. As a statistic it is high but based on the overall proportion of children in the school, it is low. The Chair asked if this is because we are better at identifying children that need support. The Principal said that this is due to a combination of things. Anna took on this role in her 2<sup>nd</sup> year of teaching and trained for the qualification and she has become really good at guiding people through the application process. We are also as inclusive as we can possibly be. In terms of meeting needs, which are diverse, we are good at meeting these needs. Children and parents are happy, and children are thriving at their own level.

The Principal said that we are not as good at managing extremes of behaviour. The Chair asked if training in terms of managing extreme behaviour would be beneficial, but the Principal said it would be good to do this as and when we need it. The Principal is currently showing people round the school for TA vacancies. We have really good children in the school and we only have a very small number of children, maybe 1 or 2, with extreme behaviours and we find ways to make it work. One child had to move to specialist provision due to their behaviour needs. The Principal thinks children will return to school well behaved and happy.

The Chair can't remember seeing the SEN policy before. The Principal said there is a change to the flowchart on page 6. Anna was asked to put this together so teachers and parents can understand the process as is not straightforward. MF thought this work needed to be commended. The Principal asked Anna to work on this and she has done a great job. This is very clear and is on the website and we need to refer to this more and more. The Chair said that on page 2, it would be better to refer to ethnicity as opposed to racial background. The Principal will ask Anna to update make the change from racial background to ethnicity on page 2.

The Chair is a bit confused as she thought you had to go through the process of cause for concern and then 4 stages and escalated further. If this is the case, then why would a plan not be in place for every child with cause for concern. The Principal said that cause for concern is a different process. When it becomes SEN support there is usually more external agencies involved. The Principal agreed to clarify that cause for concern is a different process from SEN, so it is clear for parents.

**MINUTE** The Chair said there is an information report on the website and asked what this consisted of. The Principal said it shows key points from the policy. The Government have a list of things we need on website. This is revised annually and is a reference type document for parents. People can be afraid of policies, so information reports are a summary of our approach. The Chair was confused as there were two documents that were similar. The Principal is not sure if there is a requirement to have a policy. The Principal said that one of Anna's performance targets was to look at this. Cheshire East had this local offer form that was not user friendly. We have to report the way it is in order to meet the requirements as we feel it is useful. The Principal agreed to clarify if we need an information report and a policy as they are very similar documents.

The Principal is bit concerned about manageability of all this for Anna going forward. If we have 12 children with EHCPs and each one takes 20-40 hours work for Anna, after the teacher has done their part. In terms of sustainability, we need to think about contingency. We may want to train someone else up as a SENCO in terms of succession planning.

**Q. Does Anna get management time?** The Principal said she gets 2 days but she is also a Year 6 teacher so this can be conflicting. She is so good at both.

The Chair wonders how manageable this increase would be for one person. It would be nice to have some succession planning for such a key role as this although it may be hard to recruit for an unpaid position. SW suggested it may be helpful to have someone in infants in the role, so you would have someone in infants and juniors. The Principal said at one point there was an admin role so we could do this, but he would prefer succession planning with a teacher

The Principal confirmed that the school had appointed 2 apprentices in March however sadly, one can't take up the apprenticeship due to family reasons so the school would be re-advertising for another apprentice on Monday.

Members were advised that the school was also advertising for 2 TAs just now and had some good applications for grade 6 and grade 4 posts. The Principal asked MF and the Chair to help interview next Friday. In terms of school staff on the panel, it will be the Principal, Steph Watson and Angela Culshaw.

**ACTION** Amend reference to racial background of Page 2 of the SEN policy to ethnicity.  
Clarify the difference between cause for concern and the SEN process for parents  
Clarify the need for an information report and a SEN policy  
Confirm the interview dates for the Teaching Assistants as soon as possible

**DECISION** Members approved the SEN policy subject to the minor amendments outlined above.

**Agenda Item 11** **Date of next meeting**

**MINUTE** The following dates were proposed for future meetings:

- 16/07/2020 – agreed earlier in this meeting.

- 17/09/2020
- 26/11/2020
- 28/01/2021
- 18/03/2021
- 13/05/2021
- 17/06/2021

**DECISION** Members approved the meeting dates for the new academic year

**Governor Agreed Actions set during this meeting: 5**

Principal to look into ways of increasing toilets and handwashing facilities

For: ASAP

By: James Bancroft

Principal to share change to mobile phone policy with staff

For: ASAP

By: James Bancroft

Discuss with the Clerk the options for the staff member role.

For: ASAP

By: Audrey Skidmore

Chair to provide an update following the catch-up meeting with the Trust

For: ASAP

By: Audrey Skidmore

Undertake a skills matrix.

For: ASAP

By: James Bancroft

Wistaston Church Lane Academy Summer 2 2020 *dated: 25/06/2020*  
Minutes approved by Carole Self