

# The Coastal Federation Governing Body

Bacton Primary, Mundesley Infant (SRB) and Junior Schools



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## (Extraordinary) Meeting of Full Governing Body

Thursday 11 June 2020 at 6.00pm via Google Meet  
(during 'lockdown' due to Covid-19)

***Governors' questions/comments/actions are in bold and italics.***

**Present:** Kevin Cheetham (Chair), Simon Wakeman (Executive Head), Steve Lunniss, Jennie Rooke, Annie Edwards, Helen Peck, Jen Tupper, Alix Mann, Rev Andrew Jones, Julie Watts, Emie Croft, Abi Howett, Jeremiah Williamson, David Hopkins (Associate Governor), Jenny Goodman (Associate Governor), Gill Leah (Clerk).

The Chair welcomed everyone to the meeting.

### **1. Consideration of Apologies for Absence**

Apologies had not been received from Ed Maxfield.

### **2. Declaration of Business Interest / Conflict of Interest**

None. Governors were invited to absent themselves from an item if they felt it was appropriate to do so.

### **3. Quick Verbal Update on the return of Yr 1 and Yr 6 to school, alongside FedSchool**

Members of the Senior Leadership Team gave an update on the current situation at school. They were still running FedSchool with 15 children attending at the Junior School. In future this may be split so some children would be based at Bacton. Eleven Year 6s have returned and enjoyed being back. Some staff members have had some initial uneasiness but seemed to be settling. The recent advice from Government was that schools would not have to take other year groups until September. All children, whether at school or at home, received the same amount of work. There are currently 7 Year 1s back at Mundesley; 14 Year 2s and 10 Year 5s have requested a place so far in response to a questionnaire. Bacton are still awaiting the results of their questionnaire. The Executive Head had prepared a document (Govs Proposal June 11th 2020) which was in the folder for this meeting on Governor Hub which outlined three proposals concerning Year 5/6 and Year 2 pupils, which were under consideration.

Abi Howett explained that virtual transition with Google Meets may be done for Year 2s or they could have transition weeks at the end of term. Alternatively, there could be two days of transition

at the beginning of term when children could return to their old class before moving to their new one. There were several SEN pupils in Year 2 who required good transition strategies.

**Is it possible that it could be longer than two days? Would that be helpful?** It was felt that a week would be too long as children would get used to the old classroom and teacher again before moving on. It would be necessary to strike a careful balance.

Teachers had worked very hard to provide learning resources.

There were plans to set up a virtual Sports Day, etc.

Some quick decisions would have to be made next week.

**Governors confirmed that they were happy for the Senior Leadership Team to proceed as they thought appropriate.**

**How would the school feel about a change of distancing to 1 metre?** School is currently not planning for that but that could change the plans in accordance with new advice.

The Executive Head asked that the Governors review the position re Reception children. It had been agreed at the last meeting that they should not return as it would be very confusing for them.

**Governors agreed that this decision should stand.**

**The Chair thanked all the staff for their hard work over this difficult time on behalf of all the Governors.**

#### **4. Verbal Report and Proposal from 'Exploratory Committee' (needing a quorate vote)**

The following documents were in the meeting folder on Governor Hub: Collaboration Arrangement Agreement, Informal Partnership Agreement, The Coastal Together detailed proposal March 2020.

At the last Extraordinary Meeting a potential federation with the Together Federation had been discussed. This had not been agreed for a number of reasons but an exploratory group, consisting of Annie Edwards, Kevin Cheetham and Alix Mann had been set up to make contact with the Together Federation. They reported that the Governors of the Together Federation had been keen to make progress and it was a good opportunity for both sets of schools to work together. Annie Edwards explained that previously a partnership had been formed before the Coastal Federation had been set up which had subsequently turned into a federation. The exploratory group proposed that a partnership arrangement could work in this case. There were a number of positive factors, e.g. it could be set up quickly; no parental agreement was needed; both Governing Bodies would remain in position; either side could withdraw from the agreement at any time. Since their Head would remain in position until Christmas, there was no need to change staffing at the Coastal Federation for the Autumn term at least. The Local Authority was in favour of the proposal. As the Government still wished to see large school bodies, a two-hub partnership would promote that while allowing the two federations to keep their own identity and autonomy. Because of the distance between the two federations there would not be joint staff meetings, but there would be other opportunities to work together.

The Together Federation had three schools (Freethorpe, Horning and Cantley) currently graded Good, although two of them might not retain that judgement due to the previous Headteacher's actions. The Local Authority was therefore keen to set up the partnership agreement, which would be easily done.

Annie Edwards said that staff governors had not been present at the previous meeting but it was important that they should now be included. They reacted positively as it gives opportunities to staff to broaden their horizons and benefits the school community generally.

**What staffing changes are intended?** No changes are proposed currently. The Executive Head proposed to spend the bulk of his time in his current role for the Autumn term. A temporary Head of School role could be set up at the Junior School as it would be possible to retain a temporary teacher to allow flexibility.

[At this point, Helen Peck and Emie Croft were asked to leave the meeting. There is a confidential item here.

At the end of the Confidential Item Rev Andrew Jones apologised and left the meeting. He had sent the Chair a message to agree to the vote to set up a partnership. Emie Crofts and Helen Peck returned to the meeting.]

***A Governor felt that the Federation had a social responsibility to help. It would also mean that there could be a proper informed judgement about the situation made over time.***

***Governors were asked to vote on the following:***

***To agree that a sub-Committee with powers delegated by the Governing Body be formed with a view to setting up a partnership with the Together Federation. The sub-Committee would consist of the Chair and four other Governors.***

Each Governor was individually asked to vote on this proposal. The Executive Head said that he would abstain from voting. ***The vote was agreed unanimously.***

***The following members of the sub-Committee were agreed:***

***Kevin Cheetham***

***Alix Mann***

***Annie Edwards***

***Jeremiah Williamson***

***Steve Lunnis***

## **5. Any other business**

***A Governor was concerned about the wellbeing of the staff. He asked if there is anything staff need from Governors.***

Emie Croft explained that, while she had not been physically back at school, she had been running Google Classroom and virtual sessions. She said that school had supported her and others well. Despite being at home, she felt well informed and updated.

David Hopkins said that all staff were in good support groups and all seemed to be coping quite well.

The Executive Head said that the dedication and positivity of the staff team had been outstanding. There had been lots of informal and formal meetings between staff.

***Governors wished the Head to express their thanks for all that the staff had done.***

***A Governor stated that as a parent she wished to say a massive thank you to all the staff.***

***Her child was really enjoying being back at school.***

***The Chair said that he visited all three schools; he found the staff had a very positive attitude.***

The meeting closed at 7.30pm.