

# CHBP School Federation

Brunswick Park Primary and Nursery School  
Osidge Lane,  
Southgate,  
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N14 5DU

Tel: 020 8368 3468  
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Church Hill Primary School  
Burlington Rise  
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EN4 8NN

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## CHBP Federation

### FGB Meeting

Wednesday 13<sup>th</sup> May 2020 at 6.30pm

Via Videoconference

## MINUTES

### LA GOVERNOR

Cllr Lisa Rutter **(LR)**

### PARENT GOVERNORS

Sejal Rabone **(SR)** (Vice-Chair)  
Suzanna McGloin **(SM)**

### STAFF GOVERNORS

Andy Griffiths **(AG)** (Executive Headteacher)  
Cheryl Jordan **(CJ)**

### CO-OPTED GOVERNORS

Elly Balmforth **(EB)**  
Paul deVile **(PdV)**  
Nina Dean **(ND)**  
Amin Ghia **(AGh)**  
Megan Hallett **(MH)**  
Fiona Oommen **(FO)**  
Nicki Ross **(NR)**  
Nick Salt **(NS)** (Chair)  
Peter White **(PW)** MBE

### ASSOCIATE MEMBERS

Duncan Hooper **(DH)**  
Jo Porter **(JP)**  
Jo Kennedy **(JK)**

### CLERK

Lynn Aldrich

1

Item	MINUTES
	<b>Part 1</b>
<b>1.</b>	<b>Welcome and receipt of apologies for absence and approval of any absences.</b>
	Apologies were received and approved from NR who is unwell and will return to the GB in the autumn term. If required SR and ND agreed to cover any safeguarding issues in the absence of NR (who is the safeguarding and SEN link governor).
<b>2.</b>	<b>To declare any conflict of interest to items on the agenda.</b>
	No new conflicts declared.

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3.	<p><b>Approval of the minutes from the previous FGB meetings is DEFERRED.</b> (<a href="#">20.11.19</a> &amp; <a href="#">18.3.20</a>)</p>
	<p>Approval deferred until 8.7.20.</p>
4.	<p><b>To review and agree the budgets for 2020/21 prior to submission to the LA:</b> a) Church Hill School <a href="#">CH Budget</a> b) Brunswick Park school <a href="#">BP Budget</a></p>
	<p>To note that the resources committee which convened on the 5.5.20 had interrogated the numbers in detail and agreed the budgets for both schools (<a href="#">Resources min</a>). AG informed governors that there was a last minute adjustment in the budget resulting from a reduction of insurance costs at Brunswick Park which will be included in the final budget for BP.</p> <p>Governors approved and ratified the in year budgets for both schools and subsequent submission to the LA.</p> <p>NS to sign documentation when possible to do so.</p> <p>NS referred to the budget meeting arranged with the LA prior to lockdown to discuss budgetary scenarios and concerns at the federation. This meeting has necessarily been deferred but the LA are aware of the serious concerns raised and this matter will be addressed again when practical to do so.</p>
5.	<p><b>To agree on the SFVS prior to submission to the LA:</b> a) Church Hill School <a href="#">CH SFVS</a> b) Brunswick Park school <a href="#">BP SFVS</a></p>
	<p>The SFVS documents were scrutinised at the resources committee meeting on the 5.5.20 and committee members agreed with the content.</p> <p>Governors approved and ratified the SFVS for CH and BP school for submission to the LA.</p>
6.	<p><b>To review and approve the following policy:</b></p> <ul style="list-style-type: none"> <li>Remote working (<a href="#">Policy</a>)</li> </ul>
	<p>Governors approved the policy with an amendment to the wording in the first paragraph. Refer to GovernorHub for details of changes</p>
7.	<p><b>Any other urgent business</b></p>
	<p>AG took the opportunity to update the board regarding the Prime Ministers aim of introducing a phased re-opening of schools from the 1<sup>st</sup> June 2020. At present it is still unclear if this will definitely happen, but AG has written a briefing letter to staff (<a href="#">staff briefing</a>) in order to ascertain staff views on returning to work in the school and the Unions position etc. AG informed governors that most staff were positive although some would be unable to return at present.</p>

2

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AG to meet with both Heads of School (JK and JP) on the 15.5.20 to better understand the operational details and then to draft a further letter to parents of the returning year groups outlining the school's position.

The intention would be to allow Yr6 to return initially, with no social distancing. CH has already been deep cleaned and BP only school at present with children attending.

Sanitising bombs to be used prior to re-opening to ensure that schools are as clean as possible.

**Q. If there is not a large uptake from the parents would you consider re-opening only one school?**

No probably not, the classrooms and corridors are very narrow at BP, also this would be such an overwhelming change for the children that it would be preferable to keep them in their own school.

More sanitisers, sprays and wipes will be ordered, staff have been asked their views regarding PPE, which is not a requirement, but AG is looking into it. Any additional costs incurred should be recouped from the government.

**Q. Will you outline to parents how the pod system will work?**

Yes, but also be clear that the children will not be social distancing. To be trialled with Yr6 initially.

**Q. Will you still be providing distance learning packs for those children who choose not to return to school and/or provide a Zoom session of the class lesson?**

Zoom lessons to home schooled children will not happen as there are safeguarding issues, also not all families have the hardware/broadband to support this. There could be an opportunity for delivery of pre-recorded videos as parent feedback suggests that the children are missing the teacher contact/voice.

Home packs will continue as many parents have a preference for the printed pack, this to continue for non-attending Yr1, Yr6 and reception children alongside those year groups not returning to school yet.

AG has decided that nursery children will not be returning until the autumn term, as the nursery area will be used as a base for the key worker pupil group. (13-17 pupils/day at present)

Staff that are unable to work in school will continue to work on the home learning packs as staff from both sites have demonstrated great unity.

**Q. Will you have children on EHC plans in these returning year groups?**

Yes, but its unlikely that the parents will agree for them to return at this stage. Preparation of a 'welcome back' booklet would be useful especially for the SEN group.

**Q. If children don't attend school with their year group, will they subsequently be at a disadvantage academically?**

Not really, there won't be 'full on' sequenced learning in the classroom.

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	The governors thanked AG and Nancy Nash (school business manager) for their work on the budgets.
<b>8.</b>	<b>To consider which items discussed at the meeting should remain confidential.</b>
	None.
	<b>To confirm the date for the next meeting in 2020 as follows: Via videoconferencing  8<sup>th</sup> July 2020 at 7pm</b>