

The Charter School East Dulwich
Minutes of Extraordinary Local Governing Board Meeting
Thursday 2nd April 2020 at 6.30 pm Via Zoom

Alex Crossman (ACN)	Headteacher	Present
Stephen Potter	Chair of Governors	Present
Rosamund Jones (RJS)	Vice Chair of Governors	Apologies
Tim Naik (TNK)	Governor	Present
Laura Duffell (LDL)	Governor	Present
Gwen Sinnott (GST)	Governor	Present
Stephen Potter (SPR)	Governor	Present
Celia Johnson (CJN)	Governor	Present
Philippa Jupp (PJP)	Governor	Present
Fathey Mikail (FML)	Governor	Present
Nadya Morgenstern (NMN)	Governor	Present
Catherine Rose (CRE)	Governor	Apologies

In attendance:

Shalene Varcoe (SVE) Clerk

AGENDA ITEM	MINUTES	ACTION NO. AND OWNER
	<p>The meeting had been scheduled to give governors the opportunity to be updated on the school's current actions and activities in response to the Covid-19 crisis and any implications for strategic priorities and ongoing governor activity.</p> <p>The Chair outlined the agenda as:</p> <ol style="list-style-type: none"> 1. The school's Covid response 2. Phase 2 premises update 3. Feedback from Trust board meeting regarding Top-slice proposals 4. Update on the joint strategy day with ND LGB 	
1	<p>TCSED response to the Covid-19 crisis - Update</p> <p>The Headteacher updated governors on the school response to date:</p> <ul style="list-style-type: none"> ▪ The majority of student have been taught virtually via Google Classrooms for the last two weeks. ▪ 4 students of Key workers have been supported on site – this provision is likely to be consolidated at the ND site going forward. ▪ The response from parents so far has been very positive ▪ Students are engaging positively in the majority of cases with some small variances depending on the year group with a handful of students struggling. ▪ There is a 'link' teacher protocol where staff have a set group of students that they call at least weekly – the most vulnerable students are being called at least once a day. ▪ The school would not be teaching over Easter but some in school provision will have to be provided for Key worker children/vulnerable children. <p>The Chair thanked the Headteacher for the update and invited questions.</p>	

	<p>Q: A governor asked how the school was monitoring the completion of work/assessing the quality/time spent on a task. They also asked what was being done for students who struggled with the more voluntary aspects of the online activities.</p> <p>A Second governor agreed that some aspects of home learning would be more stressful for some children than others depending on their home circumstances and individual needs.</p> <p>A: The staff governor replied that all staff were working as hard as they would normally but were also ‘finding their way’ with the sudden and very new way of teaching. They agreed that monitoring of students’ engagement varied by department. They advised that many different approaches were being tried which would then be assessed in terms of effectiveness to ensure that all online T&L remained valuable.</p> <p>The Chair thanked all staff for their continued commitment to excellence.</p> <p>Q: A governor asked, that in order to support staff, what was the expectation on parents in terms of checking how much school work their children were doing.</p> <p>A: The Headteacher replied that this was set out in the TCSED Distance learning agreement which had been shared with all parents.</p> <p>Q: A governor asked if there had been any safeguarding concerns.</p> <p>A: The Headteacher that staff had raised concerns and that these had been investigated following the school’s normal procedures. He advised that all schools had been asked by the DfE to update their Safeguarding policies because of the lockdown and this addendum would be circulated within 24 hours.</p> <p>Q: A governor commented that students with SEND relied on personal and face to face support and that as this was no longer available to them they were at significant risk of falling behind.</p> <p>A: The Headteacher replied that they would receive more frequent phone calls and specific advice tailored to their needs.</p> <p>Q: A Governor commented that student wellbeing should remain a priority as some would struggle more than others.</p> <p>A: The Headteacher replied that some of the most vulnerable students were not in school despite being entitled to this provision and that school staff may have to actively encourage them to come in.</p> <p>Q: The Chair asked if the school had considered how it might assess the loss of learning for when students were allowed back to school.</p> <p>A: The Headeacher replied that no-ne had the definitive answer to this yet but that the school would be continuing to assess students and produce a termly report.</p>	
2	<p>Phase 2 premises update</p> <p>The Headteacher reminded governors that the target delivery date for Phase 2 was September 2021. He advised that updated costings of the various Phase 2 models had been carried out as there were concerns around affordability, advising Governors that the best possible/preferred version was deliverable in budget and on time before the current emergency hit.</p>	

	<p>He advised that the design work can continue but that the procurement for demolition of the old buildings was not possible at the moment. He added that mobilising the demolition, main scheme build and supply chain was going to be very difficult during lockdown and that this would mean that a delivery date of September 2021 was increasingly unlikely – although it was hard to say how much of a delay we might be looking at – possibly up to a full year.</p> <p>He reminded Governors that the school had been operating at a reduced PAN and that as this continued the new 6th Form could be accommodated in Phase 1 and therefore there was no risk to the opening of the 6th Form but there would be issues around music and drama provision and it would make the marketing of the 6th form more challenging initially.</p> <p>Q: A Governor asked if there was scope for asking ND to open up more spaces to study music and drama at KS5? A: The Headteacher replied that this was covered in the admissions policy - ED students wanting to study at ND would have priority if that was required for certain subjects, but this was not clear yet.</p> <p>Q: A Governor asked if the ND facilities could be used just for the year that there was a potential delay at ED. A: The Headteacher replied that this could be explored but that ND had very little dedicated 6th form space as it was so a capacity vs. demand analysis would have to be done.</p> <p>The Headteacher updated the Governors on the 6th Form development: 1. The admission policy had been published for 2021-22 despite a late objection to the schools adjudicator which had been investigated and not upheld. 2. Alexa Davis has been appointed to start in the summer term as the Head of 6th Form (DHT) – this would initially be on a project basis with recruitment for the ED 6th Form starting from September 2020.</p>	
3	<p>Top-slice update</p> <p>The Chair reminded the Governors that the Trust was looking to introduce a Top-slice mechanism to fund the central team costs and school improvement activities across the MAT ready for a third school joining from September and potentially a 4th school shortly after that. The TCSED LGB had raised concerns previously about the risk of the Top-slice % creeping upwards and suggested a cap of 5% followed by review.</p> <p>The Chair advised that the Trust board had not accepted a cap of 5% but had agreed that creep should be avoided. The final decision regarding this would be made at the Trust board meeting in July.</p> <p>Q: A Governor asked why the Trust had objected to the suggested cap of 5%. A: The Chair replied that the Trust believed that if real value for money could be shown then a cap was unnecessary – he added that the current projections for the next three years do not take the % over 5%.</p> <p>Q: A Governor asked which functions were centralised. A: The Chair replied that the Top-Slice covers the cost of central services staff (HR/Finance/CEO and Governance) as well as certain resources/memberships/advice (e.g. legal)</p> <p>ACTION: Clerk to circulate latest Top-slice paper to all Governors.</p>	1.SVE

4	<p>LGB Joint strategy day</p> <p>The Chair advised Governors that the Joint LGB Strategy day was planned for April 25th for Governors from ED and ND plus some Trustees, the new CEO and the Chair of Governors from CDPS. The theme was to follow up on discussions regarding the meaning of inclusion especially in relation to Pupil Premium and Exclusions.</p> <p>All agreed that it was best to postpone the day until after the lockdown measures had been lifted as the subjects needed time and open face to face discussion in order to be productive.</p>	
5	<p>AOB</p> <p>All were reminded of their Link Governor responsibilities, especially during lockdown.</p> <p>ACTION: All link Governors to contact their ND counterpart (Clerk to share lists)</p> <p>ACTION: All to make contact with their link staff – especially SEND/Careers. Safeguarding has already happened.</p> <p>Next LGB meeting: Thursday 14th May 2020 from 6:30pm – via Zoom</p>	<p>2.ALL</p> <p>3.ALL</p>

Minutes approved by: _____

Signature: _____

Position: _____

Date: _____