

**Culloden Primary A Paradigm Academy**  
**Virtual Academy Council Meeting**  
**Thursday 16<sup>th</sup> July 2020**

**Chair:** Alesa Rahman (AR)

**Vice Chair:** Asra Anjum (AA)

**Council Members Present:** Alesa Rahman [AR], Husna Begum (HB), Asra Anjum [AA], Monzo Ara Khatun [MAK], Sucheta Ashish [SA]

**Minutes:** AR

**Apologies for absence:**

**Parent/carers:** 8 parents/carers in attendance.

Also, in attendance were Jeff Martin – Link Director (JM), Ben Carter – Principal (BC), Muhammad Kamaly (MK),

**Meeting commenced:** 9:10am

Item	Discussion	Action
1.	<b>Introduction and Apologies:</b>	
2.	<p><b>Feedback from the last Academy Council meeting:</b></p> <p>AR summarised the minutes of the last ACM.            New menus - limited now for lockdown            Winter fayre went well            SRE update meeting held            Extended schools and clubs            Violin tuition started and piano will happen            Suggestion box - not really being used at the moment            Coffee mornings stopped for now - review in September</p>	
3.	<p><b>AGENDA 1: How has the school coped since lockdown commenced up until now?</b></p> <ul style="list-style-type: none"> <li>• The school has coped well and have followed DfE, Public Health England's advice.</li> <li>• Key worker classes have been open throughout the lockdown period.</li> <li>• Bubbles in all year groups were expanded from 1<sup>st</sup> June.</li> <li>• Google classroom was used.</li> <li>• Regular comms to parents / carers</li> <li>• Daily lessons took place online</li> <li>• Internet access for all pupils – Chromebooks and wifi dongles loaned where necessary</li> <li>• Hard copy packs provided</li> <li>• Food for vulnerable families provided</li> <li>• School have tried to be as supportive as possible</li> <li>• Feedback has been very positive, supportive, no issues with classes, worked well</li> </ul> <p>Thanks to Ben and all staff, some parents of course had been anxious</p>	

<p>4.</p>	<p><b>AGENDA 2: Any activities or catch up initiatives planned for over the summer break?</b></p> <p>None planned apart from homework packs, which are to be collected. LBTH are arranging summer schemes.</p>	
<p>5.</p>	<p><b>AGENDA 3: Plans for September opening</b></p> <ul style="list-style-type: none"><li>• September - Existing guidance plans have needed to be amended</li><li>• BC reviewed 61-page guidance, in consultation with staff this week</li><li>• The Guidance goes to the board next week, once approved will be posted onto website</li><li>• 2/3 September - letter to parents will go out detailing arrangements</li><li>• September plans will be an expansion from what we have now - Separate bubbles, no shared assemblies</li><li>• DSB remaining arrangements</li><li>• Staggered times haven't really worked, except for nursery</li></ul> <p><b>One-way system-</b> the school envisages there may be some challenges when parents will be asked to enter and leave the building using a one-way system, with parents wanting to leave the way they have entered. However, it is important that parents follow correct procedures.</p> <p><b>Curriculum</b> - Focus on well-being and mental health of pupils and staff – this will be the case for the first couple of weeks and will be monitored. The school will continue to deliver a full, broad curriculum as directed by the DfE as pupil will be assessed as normal in EYFS, Y1, Y2 and Y6</p> <p>Pupils that have come into school have been incredibly positive. Not showing any signs of anxiety or negativity.</p> <p><b>Attendance</b> – Students are expected be in school as normal in September and as before parents and carers will be liable for fines in there is non-attendance. The Trust has given funding for an additional attendance officer to work over the summer to support families who may need support and also families who have children with a history of poor attendance. This will include home visits and tours (virtual,) all whilst social distancing. Extra resources are in place for the first couple of weeks to support students, particularly those with persistent non-attendance. CPA have a School Nurse (from a private provider) to go through the medical needs for students with care plans. The nurse will be reviewing plans and providing support in terms of mental health.</p> <p>CPA have secured 2 grants from the Mercers. One has secured funding for a full time learning mentor for three years. The mentor will be in place from September to support individuals with counselling and mental wellbeing. There is lot in place already and the extra support is to ensure support is being reviewed and adjusted when needed.</p> <p><b>HB asked for clarification regarding YR group bubble for students who work with the Speech and Language therapist.</b> <b>BC</b> confirmed it will work how it has been since June 1<sup>st</sup>. Therapists and Learning Mentors following social distancing (rooms adequately sized for social distancing) . The Speech and Language Therapists and Learning Mentors can offer virtual sessions. However, the therapists and mentors have felt that the support is more effective being in the room. The sessions are interactive session with awareness and adherence to social distancing.</p> <p><b>HB also asked how many people in a classroom with a Speech and Language Therapists?</b></p>	

<p><b>BC</b> confirmed that it has been 1:1 or 1:3 depending on YR group configuration.</p> <p>CPA have had robust risk assessment and robust procedures and protocols in place that the school have been using for June 1<sup>st</sup>. BC stated that the school does not have the same challenges as schools returning in September, as CPA would be adjusting and reviewing the situation as pupil numbers increase. Staff and students' safety will be a priority.</p> <p><b>Parent suggestion &amp; Question - Is it possible to have a final assembly for the last day of school?</b></p> <p><b>BC:</b> Chromebooks have been returned to school, student will not be able to access the assembly so won't be able to take place. Y6 will have an activity in their form groups.</p> <p><b>Q: Parents who are self-isolating – how do they collect homework pack?</b></p> <p><b>BC:</b> As practiced before, parents to inform the school. Pack can be posted/delivered as they have been over the summer term,</p> <p><b>Q: Will extra-curricular and breakfast club be open from September?</b></p> <p><b>BC:</b> As per DfE guidance CPA will be opening the Breakfast club and main after-school club. The school has adequate space to provide these clubs. The other extra-curricular clubs will not be taking place as this requires space, managing different bubbles and supervision for these groups. This will be reviewed after the first half term</p> <p><b>Q: Parent informed that her child that there will be 2 TAs working with a child.</b></p> <p>BC confirmed that this will not be the case and has been changed. TAs to stay with the same bubbles. TAs have been allocated to year groups. Two year group bubbles can still be managed by TAs as they can be using different parts of a room. BC and parent to discuss concerns after meeting. Interactions can be done from a distance.</p> <p><b>Q: What is in place for children that use LBTH transport?</b></p> <p>LBTH transport to do their own risk assessment and share them with the schools and parents.</p> <p><i>Allison to contact parents of DBS pupils.</i></p> <p><b>JS: As a full, broad curriculum will be delivered in September, will there be individual assessments to see if students need extra help/support as there has been a gap in their learning?</b></p> <p><b>BC:</b> Informal teacher assessment will be made, intervention and support will be put in place – this could be on an individual or year groups basis. It is envisaged that there will be huge gaps in the reading programme – funding for two extra TAs has been secured to do 1:1 reading all day every day in N. R Y1, Y2 and possibly Y6.</p> <p><b>Q: Would it be possible for EYFS to do a live on-line meet?</b></p> <p>Information has gone out for N &amp; R to join the team virtually on 4<sup>th</sup> September, which will include a PowerPoint presentation with teacher's photos. Parents received photos and certificates. A video link can be sent out for current EYFS pupils. A live session will not be possible.</p> <p><b>Q: When will parents be contacted to be informed who the new teachers and TAs are?</b></p> <p>That has already happened, parents to speak to their class teachers if this has not happened. Pupils met their new teacher through Google Hangout.</p>	<p>BC</p> <p>A</p> <p>BC</p>
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	<p><b>Q: What happens if a pupil or a teacher needs to isolate?</b>          If a pupil or adult show symptoms, they are assessed by a First Aider, who will be wearing PPE, they will be taken to a designated isolated room, parents/carer/partner/family member to collect the person. Test to be taken, test, results will determine if the school shuts the bubble.</p> <p>Procedures allow for bubbles to be shut down and not the whole school.          The school will be following guidance. We are prepared for all of the different scenarios</p> <p><b>Q: Annual assessment - What can parents get from their school as to where their children are in terms of academic achievement?</b>          Parents will receive child's report, which will be a teacher's assessment of learning. Call administration team if this has not been received.</p> <p>Parents confirmed they have reviewed their child school reports with a show of hands.</p> <p><b>Q: How will Y6 say goodbye to the school during the pandemic?</b>          Y6 will be invited to receive an end-of-year T-shirt, dictionary and take socially distanced photographs.</p> <p><b>Q: What will the September start look like? Will it be phased return, start date?</b>          All staff and every pupil will start on 7th September. A letter will be sent to parents to explain what the start of term will look like. It will include information about parents / carers providing water bottles (as the school cannot provide them) the one-way system, lunch times, hand-sanitisation.          Summary letter will be sent at the end of the summer term and the risk assessment will be published on the website. A further letter with operational procedures will be sent out before the start of the new term.</p> <p><b>Q: Will the Y6 residential take place in October?</b>          It is booked, draft risk assessments in place. Y6 residential to take place, however this could always change depending on guidance.</p>	
<p>6.</p>	<p><b>AGENDA 4: Status of the Aberfeldy Estate redevelopment and any impacts on the school?</b></p> <p>BC confirmed that he is in consultation discussions with Ecoworld. Redevelopment is going ahead albeit slightly delayed. Plans are still being discussed but they are keen to continue with redevelopment.</p>	
<p>7.</p>	<p><b>Open Forum:</b>          See agenda item 5</p>	
<p>8.</p>	<p><b>A.O.B:</b>  <b>A.A: When will the risk assessment be available online and if there are any COVID19 cases and bubbles are closed, will there be online classes or catch up for children?</b></p> <p>(i) The risk assessment will be available over the summer break. A text will be sent to parents to inform them that it is online.</p> <p>(ii) It will be the same system as we have had over the spring and summer term - online classes and packs.</p>	
<p>9.</p>	<p><b>Agree time and date for next meeting:</b>          TBC</p>	<p>BC/MK</p>
	<p>The meeting finished at 10.00 am</p>	