



**Extra Ordinary Update Meeting
Minutes of the Diverse Academies Trust Board Meeting held 10th June
at 6.00pm via Microsoft teams**

Trustee name	Initials	A = absence
Mr Mike Quigley MBE (Chair)	MQ	
Mr John Rolph	JR	
Mrs M Blore	MB	Joined at 6.16pm
Mr Ian Storey	IS	
Mr P Mabbott	PM	A
Mr David Schwarz	DS	
Mrs Catherine Burn	CB	

In attendance:

Staff name	Initials	Role	A = Absence
Dave Cotton	DC	Chief Executive Officer	
Jenni Harrison Hill	JHH	Clerk	

Item No	Item	Action/ by who/when
Agenda item 1 DAT/90/1920	Apologies for absence No apologies were received	
Agenda item 2 DAT/91/1920	<p>Recommendations from Audit & Risk Committee for Re-Opening Academies</p> <p>Documents shared prior to meeting:</p> <ul style="list-style-type: none"> • <i>Covid 19 Audit and Risk Assessment Planning & Monitoring Report 10 June 2020 v1 was discussed explaining the headings.</i> • <i>Academy Re-opening Programme Risk Assessment and Monitoring report for Academy Committees</i> • <i>Nottinghamshire County Council Sample Covid-19 Risk Assessment Template</i> <p>Document: <i>Covid 19 Audit and Risk Assessment Planning & monitoring report 10 June 2020</i> has been updated and version 2 was shared during the meeting and discussed.</p> <p>It was explained that the format has changed, still encompassing the 7 key areas of risk recommended by the Confederations of Schools Trusts.</p>	

Recommendation is to proceed as planned with working towards re-opening to year 1 on 22nd June and Foundation on 29th June. Risk assessments next week will include more details.

As requested, moderation of secondary risk assessments has been applied, producing consistency.

Personal Protective Equipment rating remains amber until assurance of stock to cover the remainder of term.

High risks terminology was debated in Audit and Risk committee, flagged Academy Committees concerns require clearer classification of risk following controls and mitigations.

Recommendation:

- Recommend carry on with proposed opening of secondary w/c 15th June to year 10 and year 12. Confident that mitigated the risks and recommend to full board that open next Monday
- Recommend minor changes to primary risk assessment approved
- Recommend Special school risks assessments approved
- Recommend continue to look at risk assessments on weekly basis
- Recommend holding a meeting next Wednesday 17th to discuss year 1 approval for re-opening and board meeting to follow.
- Recommend continuing with plan working towards Foundation opening of w/c 29th June

Special schools –Concerns of supply levels of PPE and due to nature of pupils unable to recognise the control measures. The Audit and Risk committee agreed complete mitigation of risk is not achievable, and that rating should carry a clearer classification once all controls and mitigations are in place. The continued plan of re-opening was supported.

6th Form– PPE was red due no supplies; this is now resolved and so now amber.

M Blore joined the meeting 6.16pm.

Trustee Question: Will the number of pupils increasing over the next 3 weeks in Primary academies impact the risk assessment?
Response: Year 1 are being planned for in the risk assessments, but further changes will be needed for foundation.

Trustee Question: Year 1 and Reception children may not understand the controls and measures put in place; how is this being addressed?
Response: A video has been created for all parents and students to explain social distancing.

	<p>Foundation pupils will be slightly different due to curriculum and will take more work to ensure social distancing and to keep pupils in bubbles.</p> <p>Action: Video to be shared with Trustees</p> <p>Trustee Question: For Secondary how are students arriving at site? Response: Due to risks controls not yet in place for transport, students and parents are expected to make different arrangements, The Executive Team will work with parents or students where this is a challenge.</p> <p>Trustee Question: Can you update on the response from staff? Response: Positive feedback has been received from staff, parents and wider community on approach. Risk training and communication has been a strength. Primary pupil attendance has been high compared to national benchmark, parents have questions and concerns but on whole confident in the approach we are taking.</p> <p>The Chair asked if any further questions, as no further questions each Trustees was asked if they agreed with the recommendations from Audit and Risk Committee.</p> <p>Trustees approved the following recommendations, all agreed.</p> <p>Recommendation:</p> <ul style="list-style-type: none"> • Recommend carry on with proposed opening of secondary w/c 15th June to year 10 and year 12. Confident that mitigated the risks and recommend to full board that open next Monday • Recommend minor changes to primary risk assessment approved • Recommend Special school risks assessments approved • Recommend continue to look at risk assessments on weekly basis • Recommend holding a meeting next Wednesday 17th to discuss year 1 approval for re-opening and board meeting to follow. • Recommend continuing with plan working towards Foundation opening of w/c 29th June 	JHH
<p>Agenda item 3 DAT/92/1920</p>	<p>Policies</p> <ul style="list-style-type: none"> • Complaints Policy (September 2020) • Unreasonable Complaints and Vexatious Communication Policy (June 2020) <p>Trustees approved the above policies, all agreed.</p>	
<p>Agenda Item 4 DAT/89/1920</p>	<p>Determination of confidentiality of business Equality Act consideration Nolan Principles No items deemed confidential</p> <p>Trustees considered whether anything discussed during the meeting should be deemed as confidential. It was resolved:</p> <ul style="list-style-type: none"> - There were no items deemed confidential. - There had been no Equality Act implications 	

	- Attendees were content that all decisions made adhere to the seven Nolan principles.	
DAT/90/1920 Agenda item 5	Date and time of next meeting: Extra ordinary Board Meeting Wednesday 17th 6.00pm	
	The meeting closed at 6.39pm Signed.....(chair) Date.....	