



Extra Ordinary Update Meeting
Minutes of the Diverse Academies Extraordinary Trust Board Meeting held 24th 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	
Mr Ian Storey	IS	
Mr P Mabbott	PM	Joined at 6.17pm
Mr David Schwarz	DS	
Mrs Catherine Burn	CB	A

In attendance: [staff or other invited persons]

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

Item No	Item	Action/ by who/when
Agenda item 1 DAT/xx/1920	Apologies for absence C Burn was having difficulty gaining access to her passwords and sent apologies during the meeting. Declaration of interest: There were no declarations of interest, either direct or indirect, for any items of business on the agenda. The chair asked if anyone had any declarations to update. Trustees confirmed that the declarations given at the beginning of the academic year were correct.	
Agenda item 2	Minutes of Extraordinary Meeting 10th June 2020 The minutes of the meeting, having previously been received were agreed.	
Agenda item 3	Matters arising from 10th June 2020 DAT/91/1920 Share video of induction for Year 1 and reception pupils. Action: Resend video link to Trustees.	JHH
Agenda item 4	Approval of Recommendations from Audit and Risk Committee	

Document: *Covid 19 Audit and Risk Committee Risk Assessment Planning and Monitoring Report 24 June 2020* was distributed to the committee prior to the meeting.

Chair of Audit and Risk provided the Board with a summary of the discussion which took place during the Audit and Risk committee.

Social distancing measures have been reduced by the government; however the Executive team intend risk assessments to remain at 2 metres until end of summer term until clear guidelines have been issued.

Recommend continuing weekly meetings until end of term.

Primary Summary

Planning for opening to reception pupils next week is still on target. Not intending to extend provision to Nursery due to space limitations. Focus will be on transition and home learning for remainder of term. Proposal for Year 6 to finish the term early and bring year 5 into schools for a period before the end of term, risk assessments will be brought to both Audit and Risk and Full Board for approval. The Audit and Risk committee is recommending proceeding as planned.

Secondary Summary

Second week has gone well with no major concerns. Planning is now taking place for September.

There is a suspected case of Covid-19 in one of the academy's, currently awaiting the results, the pupil was sent home for isolation and dependant on how exposed the 'bubble' was to other areas of the school, and if the test is positive, will determine if a section of the school is closed or the whole site.

Special Schools Summary

Transport is still experiencing some issues, but improvements are being made, the risk is deemed as manageable.

There continues to be a high-risk rating for students who are unable to understand covid-19 measures, the controls and mitigations are in place, once they have been operationalised will bring confidence in procedures, this should reduce to amber.

Trustee Question: If the results are positive for Covid-19 does the track and Trace procedure come into effect?

Response: If test results are positive they are only on the trace if have been within 2 metre of person for 15 minutes or more. Social distancing measures in school means that this will not have triggered, however the 'bubble' will be sent home due to spending long periods of time in the same room as a precautionary measure. To avoid whole school closure control measures are trying to limit 'bubbles' to one classroom as a quarantined environment.

Trustee Question: Is it the Executive teams' decision or does Test, track and trace process take over for a positive result?

Response: If pupil informs Test, track, and trace that they have been in close contact with others then that process will take over. For the academy, if a student has been working in 'bubbles' then likelihood of catching covid-19 is minimal, however if social

	<p>distancing measures have been broken then the Executive team would work with World Health Organisation and take guidance on actions to take, as well as activating protocols for control e.g. deep cleaning.</p> <p>Each case will be assessed on its own merit dependant on 'bubbles', site layouts, and activities that had been undertaken.</p> <ul style="list-style-type: none"> • Trustees agreed for continued proposals for primary and to not extending to nursery due to space limitations. All agreed. • Trustees agreed for continued proposals for Secondary. All agreed. • Trustees agreed to continue with current plans for special schools with knowledge that some risks are rated as red high risk, but reasons why are clear, and controls and mitigations are in place. All Agreed. • Trustees agreed maintaining the current social distancing at 2 metres and plan for September to reduce once guidance is issued. All agreed <p>The Chief Executive Officer gave an update regarding eligible pupils and the percentage of staff who are shielding. The Dashboard is available for trustees to view in a new covid-19 section. Action: Link to be sent to Trustees</p> <p>P Mabbott joined the meeting at 6.17pm</p> <p>For staff, the absence rate is normally approximately 5% across the organisation, it is currently 10%, due to shielding. Pupil eligibility is dependent on classification of eligible, approximately 40-60 % of pupil engagement. The Executive team are evaluating this information. Action: Report to be provided.</p> <p>Trustee Question: Are pupil numbers increasing week to week as confidence grows and they settle in? Response: This is difficult to measure due to the timetabling varying in number of days attending.</p> <p>Trustee Question: Initially some Year 10 students were causing concern regarding engagement in learning during Lockdown, has any progress been made on this? Response: Year 10 reopening has been successful and getting more students into school each week but are still finding that students who were not engaging in home learning are proving to be difficult to get back into school. These groups will be identified as priority groups for September for additional interventions, awaiting details from Government funding additional catch-up.</p> <p>Trustee Question: What measure can be used to ensure catch-up on progress levels? Response: Assessments, and benchmarks of national standards across the year groups, once students are back on site will carry out assessments and benchmarking of where they should have been</p>	<p>JHH</p> <p>DC</p>
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	<p>and prioritise, adjusting the curriculum to suit, and accessing resources effectively to support catch up where gaps are wider. Research shows that catchup due to school closures can be achieved, and the Executive team are looking at the research and strategies.</p> <p>Action: Figures and research for catch up</p>	DC
Agenda item 5	<p>Polices The following policies do not require approval but are for information that they have been updated.</p> <ul style="list-style-type: none"> • Non statutory policy Drug, Alcohol and Substances Misuse June 2020 • Acceptable use of Computers and internet Policy May 2020 <p>The trustees noted to policies.</p>	
Agenda Item 6	<p>Determination of confidentiality of business Equality Act consideration Nolan Principles Trustees considered whether anything discussed during the meeting should be deemed as confidential. It was resolved:</p> <ul style="list-style-type: none"> - That no confidential information had been discussed - There had been no Equality Act implications - Attendees were content that all decisions made adhere to the seven Nolan principles. 	
Agenda item 7 DAT/xx/1920	<p>Date and time of next meeting: Extra ordinary Board Meeting Wednesday 1st July, 8th and or 15th July at 6.00pm?</p>	
	<p>The meeting closed at 6.30pm</p> <p>Signed.....(chair) Date.....</p>	