

**Minutes of an Extraordinary meeting**  
**OAT Board of Trustees**

Date: 29 May 2020

Time: 12:00

Location: Microsoft Teams

**Present:**

Paul Hann	PH	Chair
Nick Hudson	NH	CEO and Chair
Janet Renou	JR	Trustee
Bal Samra	BS	Trustee
Mark Stanyer	MS	Executive Principal and Trustee
Peter Murray	PM	Trustee and Founding Chair
Ian Brookman	IB	Trustee
Kate Rutherford	KR	Executive Principal and Trustee

**In attendance:**

Sunita Yardley–Patel	SYP	Clerk
James Murray	JM	Ormiston Trust CEO
Diana Murray	DM	Ormiston Trust
Rob Pritchard	RP	National Director of Education
Jane Nolan	JN	Director of Primary and SEND

**Apologies**

Frances Hall	FH	Trustee
Andrew Jones	AJ	Trustee

**Minutes:**

Part	Discussion	Action
<b>1</b>	<b>Welcome, introductions and apologies</b>	
	PH welcomed everyone to the meeting. Apologies were received from FH and AJ.	
<b>2</b>	<b>Minutes from the previous extraordinary meeting of 21 May 2020</b>	
	The minutes were approved from the meeting held on 21 May 2020.  The Trustees asked what impact of the Prime Minister's announcement of 28 May 2020 would have on Secondary School reopening. NH responded that	

	the only impact would be moving of the date of reopening from 1 June to 15 June 2020.	
<b>3</b>	<b>Overview of OAT's response to COVID19</b>	
	<p>NH outlined the new government guidance that has been released since the last meeting and how these issues have been captured in completed risk assessments.</p> <p>OAT will comply fully with the new published guidance as this was deemed most the most risk adverse approach. Where the guidance is advisory, OAT schools will take a considered approach.</p> <p>The Trustees asked whether there were any OAT primaries opening in authority areas where other primaries are not opening. NH responded that there are no local authorities within which OAT operates that are not opening primary schools. There may be primaries on different trajectories to OAT.</p> <p>The Trustees asked if there are adequate supplies of PPE for school staff and whether there are sufficient cleaning staff in place for cleaning requirements. JN responded that this has been checked and all academies have adequate PPE in place and all academies have confirmed that there are sufficient staff and cleaning supplies.</p> <p>JN outlined that there is variation across the schools in the number of pupils expected to attend based on a survey of planned uptake. Schools have adjusted plans accordingly based on a recent increase in parents confirming the desire for children to return to school.</p> <p>The Trustees asked what approach has been taken to allocate places to ensure that there are not more than 25% of the school cohort on site at any one time. RP advised that students who have had the least engagement with online education have been prioritised.</p> <p>The Trustees asked if there was a disparity in how risk assessments have been conducted across the education sector. NH responded that the guidance has been clear and as many education organisations have been working together on this, risk assessments will be similar across the sector.</p> <p>The Trustees asked what the key concerns are regarding reopening academies. NH responded that the key concern is how the risk assessments will be applied in practice and the use of the track and trace app. RP added that there will need to be a continuous review of the track and trace process, and how this might link to self-isolation of groups and subsequent application at academy level.</p> <p>The Trustees asked whether OAT are looking at the local R rate. RP responded that this presents difficulty as responses to an increase in the R rate will be different based on the local circumstances.</p> <p>The Trustees asked whether there is a clear operational plan to deal with the escalation of issues and incidents and notification of appropriate staff. NH responded that this is built into the current organisational operations and there is frequent communication between academies and head office staff at</p>	

	<p>the moment. Furthermore, schools are maintaining open dialogues with staff members to ensure that staff are comfortable coming forward with concerns. Regular meetings between staff and principals and re Principals and Regional Directors are being held to ensure the communication is open and frequent.</p> <p>A Principal Trustee added that the systems are working well and working methods have been supportive and helpful.</p> <p>The Trustees agreed that there would be another Trust board meeting week commencing 8 June 2020 which will look at longer term secondary plans and feedback from the first week of primary opening.</p> <p>The Trustees agreed assurance that risk has been carefully assessed and controlled as discussed in detail at the meeting on 21 May 2020. The Board confirmed agreement to the wider opening of academies from 1 June 2020 in line with Department of Education guidance.</p>	
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