

**Minutes of the meeting of the South Bank Academies Board  
held at 5.15 pm on Monday, 8 June 2020  
MS Teams**

**Present**

Hitesh Tailor (Chair)  
Richard Flatman (Vice-Chair)  
Nicole Louis  
Hilary McCallion  
Chris Mallaband  
Fiona Morey  
Lesley Morrison  
David Phoenix

**Apologies**

Tony Giddings

**In attendance**

Helena Abrahams  
Michael Broadway  
Jacqui Collins  
Dan Cundy  
Austin Sheppard  
John Taylor

**1. Welcome and apologies**

The above apology was noted.

**2. Declarations of interest**

No member declared an interest in any item on the agenda.

**3. Aim of the meeting**

The aim of the meeting was for the Board to review the work done, including the risk assessments in preparation to re-open the two schools in June 2020. The Board would have in mind whether management had done all that is reasonably possible to minimise risks and keep students and staff safe.

**4. Overview of re-opening proposal plan**

The Board noted government guidance and its expectation that secondary schools should consider re-opening from 15 June 2020 for students in years 10 and 12. The proposal was for the Academy to open on 22 June 2020 and the UTC on 24 June 2020. Two days of training would be delivered to staff

before opening. Government guidance would be followed closely at all stages.

## 5. **Review of risk assessment and control measures**

The Board discussed the risk assessments and control measure in detail.

The Board noted that 35 students in the UTC and 58 in the Academy were due back, in addition to the children of key workers who continued to attend. The Board noted measures to reduce the risk to students included social distancing where possible, requiring students to wash hands after every class and expecting students to wear clean clothes every day. Expectations on school uniform was being relaxed to allow this. Guidance and FAQs would be issued to students and parents ahead of the re-opening.

The Board discussed the risk assessments for staff and noted that BAME guidance and guidance on shielders had been factored into the assessments. Only staff in the lowest risk category would deliver face-to-face teaching. The Board noted that there are enough staff available to be on site. Staff had been consulted over the proposals.

The Board noted staff concerns around the use of public transport to get to school and the use of personal protective equipment (PPE). Guidance on the use of PPE was being continually reviewed. The Board emphasised the importance of communicating expectations to staff, students and parents.

The Board noted that the use of the Employee Assistance Programme (EAP) was being encouraged.

The Board noted that the expected in-year financial impact of the coronavirus pandemic was expected to be low. The Board requested the latest management accounts to be circulated to trustees.

The Board noted that plans were being developed for a wider re-opening from September 2020 and for future delivery of the curriculum. The provision of equipment for students to access the curriculum remotely is being reviewed.

The Board requested the CEO to review how often it would be appropriate to give the Board updates on the re-opening of the schools.

After due consideration, the Board unanimously supported the re-opening of the two schools as proposed by management. The Board thanked management for the thorough and excellent risk assessments.

**6. Governance process**

The Board noted guidance from the DfE for Boards on re-opening schools and general advice from VVV.

**7. Sir Simon Milton Westminster UTC proposal**

The Board noted that management are exploring the possibility for the Sir Simon Milton Westminster (SSMW) UTC to join SBA.

SSMW is an engineering specialist UTC in Victoria and its mission and vision aligns with SBA's. The Board noted that it has educational and financial challenges. Management has been looking for opportunities to expand the MAT and this provided a good opportunity.

The Board noted that there is support for the proposal from the Baker Dearing Trust and that discussions are ongoing with the Regional Schools Commissioners (RSC). The RSC would be required to approve this expansion of SBA.

The Board supported management continuing to explore the possibility and to undertake due diligence.

**Date of next meeting  
11 am, on Tuesday, 7 July 2020**

**Confirmed as a true record**



..... (Chair)