



## EXMOUTH COMMUNITY COLLEGE FULL GOVERNORS MEETING

### Meeting 7 – Part I Minutes

Date/Time	Tuesday 26 <sup>th</sup> May 2020 at 4.30pm	Location	Virtual Meeting via Microsoft Teams
Attendees	Initials	Type of Governor	
Mrs M Turgoose(Chair)	MT	Community	
Mr A Davis (Principal)	AJD	Principal	
Mrs L Allen	LA	Parent	
Mr G Bowen	GB	Teacher	
Mrs E Dymond	ED	Parent	
Miss J Elson	JE	LA	
Dr A Gelling	APG	Teacher	
Mr K Johnson	KJ	Community	
Mrs E Lee	EL	Community	
Dr E McGrath	EM	Community	
Mrs L Miszewska	LM	Community	
Mr R Mitchell	RM	Support Staff	
Mrs V Raven	VR	Parent	
Ms A Stimson	ASti	Parent	
Mr P Wales	PW	Parent	

Apologies	Initials
Mrs C Tate	CT
Mr I MacQueen	IM
Mrs A Streather	AStr

Absent without Apology	Initials
None	

In Attendance	Initials	
Mrs M Savage	MS	Clerk to the GB
Mr G Allen	GA	Deputy Head

<b>1. To agree between Part I and Part II of the meeting:</b> Agreed	
<b>2. To receive and approve apologies for absence:</b> As above and these were accepted.	
<b>3. Notice:</b> Governors confirmed receipt of notice of the meeting.	
<b>4. Quorum:</b> The meeting was quorate.	
<b>5. Declarations of interest and any changes to Declarations of Interest:</b> None	
<b>3399/7a To confirm minutes of meetings dated 21.04.20</b>  The above minutes were agreed as a true and accurate of the meeting.	
<b>4000/7b Matters arising from the above minutes</b>  There were no matters arising.	

<p><b>3997/8 Review and update the Risk Register in light of Covid-19</b></p> <p>GA advised adding wording to J1g and suggested something general alongside the Business Continuity Plan so as to make it transferable to any other incident of this nature. He explained that the detailed risk assessments such as those put in place at the moment manage the detail of individual incidents.</p> <p>GA said the mitigating controls could be:</p> <ul style="list-style-type: none"> <li>• SLT/Governors use face to face/Teams meetings to consult with external agencies and staff, compile action plans and relevant risk assessments</li> <li>• Effective communication through social media platforms with parents/carers.</li> </ul> <p>GA would suggest a score of 4 or 5 for the impact and 1 or 2 for the likelihood.</p> <p>Following discussion governors were in agreement with the above and agreed that the score should be 5 for impact and 2 for likelihood. EM suggested this is kept under review. GA said a score of 10 would mean the risk would be reviewed regularly and advised that the risk would be managed in the risk assessments that the College carry out. GA said that if there was an increase in the infection rate the risk assessment procedures would come into place.</p>	<p><b>MS to add wording to the risk register.</b></p>
<p><b>Meeting went into Part II</b></p>	
<p><b>4001/9 Review Business Continuity Plan and Student Medical Conditions</b></p> <p>MT asked if there were any questions on the above policies. There were none.</p> <p><b>AGREED:</b> MT proposed ratification of both the above policies, EL seconded and all governors were in agreement.</p>	
<p><b>Meeting went into Part II</b></p>	