

St Cyprians Greek Orthodox Primary Academy
Meeting of the Premises, Health & Safety Committee
Minutes of Meeting

Date of meeting: 7.00pm, Tuesday 6 October 2020
Venue: Via Microsoft Teams
Present: Mr Adrian Prescod, Mr Arthur Broadberry, Mr Christopher Vradis,
Mrs Angelina Adrien, Mr Elias Loizou, Ms Aredi Christou, Mrs
Ehimwenma Osagiobare, Mr Philip Prodromou

In attendance: Mrs Adrienne Routledge (Clerk)

1. PRAYER & WELCOME

AB welcomed everyone, EL led the prayer.

2. APOLOGIES AND DECLARATIONS OF INTEREST

There were no apologies or absences. The meeting was quorate.

Directors have recently completed their annual declarations of pecuniary interest, and these were noted; AP and PP to complete and return theirs to school as soon as possible.

3. ELECTION OF CHAIR

AP was nominated and happy to chair this Committee, and his appointment was unanimously approved. He will be in post as Chair for a year's term until the first Committee meeting of academic year 2021-2022.

4. MINUTES OF LAST MEETING (29 April 2020) AND MATTERS ARISING

4.1 Minutes

These had been circulated in advance, confirmed as read, and were agreed to be accurate. Chair to sign and submit to school.

4.2 Matters Arising (not covered by rest of the meeting)

The Chair of the Governing Body did put a message on the school website expressing support for everything the school had been doing in light of the pandemic.

AP will arrange a visit to the school to see the Asset Maintenance Programme, and the Headteacher advised that this will be feasible, even during these Covid times.

Action: AP

5. TERMS OF REFERENCE

These had been circulated to everyone in advance of the meeting, and the Committee approved their adoption for the forthcoming year with no changes necessary.

6. HEADTEACHERS REPORT (inc Health and Safety and Premises)

A report was included in the meeting pack that had been circulated to all in advance of the meeting. At the request of those present, the Headteacher was invited to read through this at the meeting, which he did.

The following points were highlighted and/or covered in more detail:

- After a slow start, some of the lettings are now picking up again; the Headteacher clarified that Greek Community School takes place on Saturdays
- The outdoor learning environment is progressing and monies are being raised to support this
- The garden classroom will be a part of the outdoor learning environment; quotes are currently being sought and, once received, will help to determine a fund raising target that the school will discuss with the Archbishop and FoSC
- The recent fire drill identified an issue with internal gates being locked due to the new Covid rules; this has now been resolved; the Headteacher reported that this is the first time that fire alarm practice has been carried out, outside of quiet class time
- Some discussion followed about instances of lack of social distancing rules at school drop off and collection times; all acknowledged the difficulties this poses for staff and the limitations as to how much staff can do to try and enforce distancing outside of the school environment; directors are keen to help the school as much as possible with this and agreed that regular texting/communication with parents should continue and that a message will be prepared by the Chair of the Governing Body to add to the school's website
- This led to discussion around the issues of driving and parking around the school, and particularly the impact of potentially dangerous driving/parking with no attention to the zig zag lines or other parking restrictions, the gridlock this can cause and also the impact of this on the local residents. The Headteacher advised that he has been in contact with Croydon and this will see the zig zag yellow lines being repainted in the next couple of weeks; it was agreed that the school will communicate safe driving/parking messages to parents once these new markings have been done; the Chair of the Governing Body will also support this
- The Headteacher updated all on premises work undertaken since the last meeting, reporting that the flooring in Cyprus class is being re-done in half term as it wasn't satisfactory, and that the school's premises manager has been instrumental in saving the school considerable monies with the way in which the school lift operates; directors noted this, recording the value that the premises manager consistently brings to the school

The Headteacher advised the Committee that he is considering ways in which the school's entrance may be improved as part of an overall exercise to help support other marketing-led activity the school is doing to maintain and boost pupil numbers (eg, curriculum, website). These are just ideas currently, but he will keep the Committee advised.

The Headteacher reported on the school's recent aware of IQM flagship status, thanking AA for her work on this, which the Committee fully acknowledged and thanked her for.

7. ANY OTHER BUSINESS

None.

8. DATE OF NEXT MEETING

The meeting finished at 8.15pm with a prayer.

The next meeting is scheduled for 20 January 2021, 7pm.

Signed:.....  Date:...20.1.21

Minutes taken by Mrs A Routledge