

Minute of Meeting – Executive Committee in attendance at LNCT

Clackmannanshire Local Association

Educational Institute of Scotland

Virtual Meeting!

11/6/20

1. Constitution of Meeting

Chair: Michael Boyle (Representing Management of Clackmannanshire Council)

Minute: Wendy Cowan

Present: Karen Farrell, Teresa Barker, Donal Hurley, Gordon Joyce,

2. Format of Meeting

Agreed an informal weekly meeting would be beneficial to all parties concerned and allow channels of communication to flow freely.

Decisions would remain at LNCT and not bi-partite.

A record of Minutes, for the local Executive, although informal may be required for the Accountant. There will be no formal minutes arising from LNCT meeting.

The following points were raised –

- GTC issued a statement on what a Probationary Teacher's week would look like next year given the current situation. M Nesbitt sent this document to all concerned at meeting. Michael Boyle will discuss this at Personnel meeting planned for tomorrow.
- A number of Primary Heads looking at the following model for next session – Mon, Tues with pupils in school; no pupils Wed (this would be allocated as Digital learning and Non-contact time for teaching staff) Thurs, Fri – pupils in school. The Secondary Heads will share their model with MB next week.
- Term dates for next session. EIS not carried out survey to seek member's views as yet. Karen Farrell agreed to set up Survey Monkey to overtake this. The options are additional week added to October holidays 2020 or June 2021. MB would like to be in the position to notify parents of this change prior to the end of the school year.
- Risk Assessments – MB has requested all Head teachers share the Risk Assessment with all staff. Advice to schools without a Rep would be if there are concerns the individual should either speak to their Head Teacher or contact Karen Farrell directly.
- Procedures for vulnerable staff members – this will be done on an individual basis to find out if they are indeed fit to come into the building. Risk Assessment for pupils will also be done on individual basis; they will ultimately be known to staff.

- Transport – continues to be a real issue!
- Transitions – not taking place in the traditional sense although individual plans are in place.
- Summer Hubs – Only one (Alloa) to run for four weeks in July 9am- 3pm.
- Childcare remains a big issue but not something which can be solved from Education Dept. There is a real need to have buildings for childcare but they would then have to be suitable for purpose. Community Centres could be used however the Child Care Inspectorate would need to carry out the appropriate checks on the buildings; this is unlikely to happen before August.
- Staff – MB is in the process of recruiting more staff for next session, offering a one year contract.
- Cleaning – MB has a meeting set with Facilities Manager to discuss day time cleaning; this may help to reduce levels of stress in staff who are genuinely concerned about returning to schools. Witnessing cleaning in action may be reassuring.
- Toilets – the hand dryers should be disconnected. Paper towels used as an alternative. Only one person should be in toilet block at one time; a balance will have to be struck regarding toilets, particularly with the infant departments in Primary schools!
- Glow accounts – at the moment it would appear once retired the Glow user account is lost. However if there is no break in service and a retired teacher automatically returns to carry out supply teaching the Glow account would remain intact. MB will speak to David Keyes to clarify.
- Early Years teachers – the situation has now been resolved.
- Job profile – the wording in job profile for teaching staff requires tweaking to make it absolutely clear! MB requested Alastair to add this to the Aug/ Sept agenda. This was previously reviewed by Gavin Hunter and Teresa Barker, however MB agreed it does no harm to continuously review such matters.