



Minutes for the Roselands Local Standards Board Meeting Thursday 11th February 2021

Present: Danny Brown (Head of School), Mel Simmonds (Chair), David Reid (Vice Chair), Ian Weller, Adam Harmer, Peter Watkins

In Attendance: Faye Steele (Clerk),

Spring 01	Welcome from the Chair	
Spring 02	To receive and sanction any apologies for absence No apologies were received.	
Spring 03	To declare and discuss any business interests that may be applicable in accordance with the governor's handbook March 2019 DR declaration spouse is Finance Director for RET.	DR declared
Spring 04	To receive agree and sanction Minutes of the Meeting for the LSB Meeting 15 th October 2020 Minutes agreed and electronically signed as an accurate record.	Minutes agreed
Spring 05	To discuss any Matters Arising from the LSB Meeting 15 th October 2020 Actions: All actions completed. Action 1 , Clerk to circulate Scheme of Delegation once updated at Trustee level – circulated. Action 2 , Clerk to establish a contact re crossing patrol guard. So many ways to access school. Not feasible. Investigated and explored and not viable. Do proper survey how people get to school after COVID. Action 3 , IW, AH and DB to work on Safeguarding and SEN information to go into Head report – SD and HD to speak to IW. Action 4 , DB to include PSA updates in Head report. MS wanted to ensure they had a voice, not active at the moment. DB met in November 2020, minutes were taken, there are a number of events lined up COVID dependant. Discussion trying to sort out the bank account. AH questioned PSA governance? MS and DB to look into governance of PSA. Action 5 , MS and Clerk to prepare Governor vacancy letter. ACTION. Action 6 , Clerk to circulate Electronic Business declarations - yes all completed. Action 7 , DB to help set up Monitoring Visit & Staff feedback meetings. DB completed.	PSA Governance ? A1 vacancy letter
Spring 06	Scheme of delegation updates Clerk highlighted the updates for all Governors.	
Spring 07	Report on Monitoring Visit, to include link Governor feedback linked to SDP ·	

	- PW, MS & AH meeting at end of Nov – focus on PP FSM , attendance is lower than non PP and FSM. - Behaviour policy was discussed. - Discussed the budget and impact of COVID and the income barrier. - LSB asked to look at behaviour policy across the trust. Behaviour Policy was agreed in October 2020, staff were asked to give their opinion SD notes need to circulate ACTION clerk copy for the shared drive. - Behaviour Policy was agreed in October, staff were asked for their opinions on worked well in class and lunchtime. SLT took best elements and added the consistency required to map out a policy detailing the higher end of behaviour and what is expected during classes and at lunchtime. There was some opposition at first but everyone agreed that it needed to become the Roselands way. The policy was introduced in January. This coincided with lockdown and less children in school. Lunchtime was working well with SLT staffing the time out room. Consistency is the key. There was a bit of resistance around golden time, but general thoughts were there are lots of rewards given including house points, charts and sticker etc. DB explained the difficulty of the children understanding if they lost golden time on a Monday it was a long time to wait and the impact of that consequence was lost. Now it is being embraced by all staff. - Lots of thought has gone into learning environments, SB Caretaker – has been amazing in helping to revitalise the learning spaces for the children., the classrooms are unrecognisable. MS would like all Governors to meet SB next visit, ACTION. 9 interactive screens have been delivered, 1 for each classroom, 166 Chromebooks available for use at School. This focus on learning environment has assisted the behaviour so much, everyone is buzzing! - MS briefly commented on the Governance team being uncomfortable with the previous sanction of standing in the corner of the playground. Governors are happy this has now been removed from the policy. DB was clear sanctions are now replaced with consequences. The consequences are made very clear to staff and pupils - with posters in classrooms. IW commented that he is very happy with the new policy and it links in with SEN bit and more personalised behaviour support plans.	<i>A2 SD MV notes to share</i> <i>A3 arrange meeting with Caretaker</i>
Spring 08	To discuss any queries that may arise from the Head of School report (including staffing updates) - update on Safeguarding, CLA, SEND & Pupil Premium - To report on Health & Safety/ Accident reporting - Pupil & Staff wellbeing - Update on re-opening school from September, risk assessments, breakfast and afterschool care. - COVID plans/ procedures, bubbles, symptom reporting, positive test confirmation procedures, isolation procedures etc. - Catch up premium spending <u>Staffing</u> - MS questioned staff sickness, it is very high. DB explained 4 x members of staff had serious operations during this year. Tried to cope this half term without 2 staff members in year 1 and 2, SLT had to pick this up. From next half term, all staff are due back. Staff with chronic illnesses fed back that they feel safe at work and returning to work, which is very positive. DR questioned staff on stress related leave will be back and have any risk assessments taken place? DB has worked closely with HR and explained the plans for a phased return. <u>Attendance</u> - IW questioned exclusion figures which seem higher than they have been historically.	

	DB explained how much support has been provided to 2 x pupils in particular. Discussion followed on the parental support and moving one pupil to Chestnut and one pupil ready to return to mainstream provision. Working with Play Torbay as eternal provision and moving forward. MS has been kept up to date all the way through and fully supports DB decisions. Discussion followed on dangerous behaviour with assaults on staff and other children which has to result in exclusion – internal first. MS gave Police stance and links with supporting young people and getting off path and onto non criminality path. IW is checking those loops and questioned if AH has any safeguarding concerns around assaults or impact? AH went through Safeguarding proforma with SD and put some actions in place, net visit will be updates. This needs to be part of the conversation every visit ACTION. Did not discuss individual Safeguarding issues. This discussion centred around keeping Safeguarding Governance up to date. DB - both cases were dysregulation and staff members have been the target, not other children. • DR questioned the GDPR breach, clear it is human error. Video was circulated and stickers were attached to the jumpers of pupils that had not consented, this was incorrect. DB explained and everyone is clear. • Oversubscribed for next year so the marketing seems to have worked. 55 plus some who forgot to complete the application form, some families have been offered Roselands if they haven't received their first choice. • Discussion on land houses and COAST given OK to build another school. There is the possibility to build another class, this is with the Trust. • AH evident there is engagement with staff from DB, parents' engagement and Governor engagement, action points taken on board. MS monitoring visit feedback and DB took on board and actioned. <u>Safeguarding</u> • Safeguarding proforma - non-compliance : radicalisation . SD to circulate the updated version with targets and dates. Discussion followed on 4 areas are under review, there was a no against clear procedures and radicalisation, action plan discussed. <u>H&S</u> • DR and DB to catch up but not allowed on site. H&S visit for Jill Christian today. Very precise. • Lateral flow tests twice per week. <u>Catering</u> • New chef at Roselands kitchen – this has been positively received. • DB reported moving back to Parent Pay from Squid. <u>SEND</u> • IW – HD is back and is was brilliant to catch up! HD is on a mission to get back up to speed and in 4 weeks! Glorious SEND reports and lots of information included, so thank you HD. There is a plan, targets and aims for SEND all clearly mapped out. Link up with double disadvantage. Good response from SEND pupils during COVID because of the smaller classes and TA capacity and time. SD joined the meeting: Curriculum • MS impressed with “intent, implement and impact” to consistently measure. Please can we frame our discussion this way. • SD to send presentation to share with Governors on the shared drive. SP joined the meeting: Remote Learning • SP to send presentation to share with Governors on shared drive.	A4 Safeguarding updates
Spring 09	SDP Key Priorities: • Curriculum Development • Create a consistent approach to writing	

	· Embed a consistent approach to reading · Raise attendance · Develop home learning and IT provision	
Spring 10	Update from Trustees • MS wanted to say well done with the Phonics data. • Birthday day off allocation to all staff is a nice gesture. • DB feedback is generally positive and DB feels very supported by the Trust. • Trust Leadership visits have paused due to COVID restrictions.	
Spring 11	Report on Trustee/Governor Expenses • No expenses to report. Clerk to provide link to the Expenses Policy and claim form.	
Spring 12	Acknowledge Policy updates <u>Local Roselands Policies:</u> SEND Local Offer – LSB to approve SEND Information Report – LSB to approve All approved. HD has made a huge impact on her return. <u>Updates agreed by Trustees:</u> Admissions Policies for Roselands 2022/2023 Appraisal Capabilities Community Use & Lettings Disciplinary Finance Freedom of Information Grievance Job applicant Privacy Notice Maintaining Staff in School Safely – COVID 19 POLICY NQT Induction Policy new statutory policy addition Recruitment Remote Learning Policy Workforce Privacy Policy	
Spring 13	AOB · KCSiE – all signed! · Business Declarations – all signed! Date of next Meeting: Thursday 17 th June 2021 at 5.30pm Standards Monitoring Visit Date: Thursday Wednesday 19 th May 2021 at 9.00am	

Actions:

Action 1, MS & Clerk to prepare a Governor Vacancy letter.

Action 2, SD to share Monitoring Visit notes in the shared drive.

Action 3, DB to arrange meeting with Caretaker during next Monitoring Visit.

Action 4, Include Safeguarding updates at every Monitoring Visit and record on the proforma

Signed: M Simmonds
The Chair of Governors

Dated: 16th June 2021