



Minutes for the Roselands Local Standards Board Meeting Thursday 15th October 2020

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

In Attendance: Faye Steele (Clerk),

Autumn 01	Welcome from the Chair - MS welcomed Governors back to the new academic year and DB to the first official meeting as Head of School. - DB updated the Governors on the changes to Trust Articles of Association and the impact of removing the Staff Governors role within the board. By adopting the Dfe model Articles, where staff are not part of the Governing board, it reduces the conflict of carrying out their role which is to challenge and hold Senior Leaders to account. All Governors passed on their thanks to VM and CH for their commitment to the school board and the information and expertise they brought to the team. - Discussion followed on themed meetings and inviting staff to attend meetings to talk and impart information on the theme. Staff will be there in a supportive role rather than to challenge. - DB gave all the Governor n opportunity to come into school and thank CH and VM personally.	A1 Google drive
Autumn 02	To receive and sanction any apologies for absence No apologies were received.	
Autumn 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
Autumn 04	To receive, agree and sanction Minutes of the Meeting for the last LSB Meeting on 26th June 2020 Minutes were agreed and signed as an accurate record of the online keep in touch meeting on 26th June 2020.	Minutes agreed
Autumn 05	To discuss any Matters Arising from the LSB Meeting All actions completed. Action 1, CH to create a letter highlighting all the positivity and data from the return to school so far share with parents. Completed and circulated. Action 2, CH and DB create and circulate a video. Completed and on the website.	

	Action 3, CH to collate spreadsheet summary of stakeholder contact actions. Completed and circulated to Governors. Action 4, AH to email Clerk with photo and bio for website. Completed Action 5, Clerk to prepare and circulate Skills Audit. Completed.	
Autumn 06	Elect Chair and Vice Chair MS re-elected as Chair DR re-elected as Vice Chair New governor link roles: Curriculum and Data – PW, MS Safeguarding, CLA - AH SEN & Pupil Premium - IW H&S - DR	Chair – MS VC – DR
Autumn 07	Agree to adhere to: - the Terms of Reference for the LSB - agreed - the Tasks delegated in the Scheme of Delegation to the LSB by the trustees – Due to be amended 22nd October 2020 – Clerk will circulate after. ACTION.	A1 Scheme of Delegation
Autumn 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 DB welcomed Governors to the start of the new year and started by praising all the staff for their hard work over the last 6 challenging weeks. <u>Returning to School</u> - Discussion took place on new procedure of accessing and leaving school. DB reported an improvement every week and is now taking just 20 minutes for all pupils to be in school. The first day it took 40 minutes. - AH started a discussion on the school crossing guard. Clerk to find out who to contact to discuss. ACTION. - DB explained the guidance and process required for self-isolation and if a positive test is received. Governors confirmed key messages have been widely communicated to parents and guardians. <u>Targets</u> - DB started by explaining how targets have been set this year, with focus on achieving national targets. Assessments will start in November so teachers will have a better picture. DB recognised that children have missed learning during lockdown but this is a national picture. - MS questioned the progress with phonics, DB explained phonics will be screened in November and again in June. <u>SDP</u> - DB explained lots of work that is going into curriculum. Parents forum and inset day has been used to get feedback about 'what is unique to the Roselands offer'. This can be integral to offering pupil a broad and balanced curriculum. DB explained mapping	A2 School crossing Question

	• Discussion followed on values at Roselands in consultation with parents, staff and children. • DB explained he has allocated time to go into class and teach, freeing up time for Subject Leaders planning and to work collaboratively alongside Director of Education in the Trust. • DB explained the House system and year 6 Captains. <u>PSA</u> • MS would like to link in with PSA and hear their voice, DB to report back at each meeting. ACTION. <u>Premises and Catering</u> • DB provided an update on Squid and the new caterers. Discussion followed on the new catering arrangements and Governors aired their experiences with the new ordering system. The tendering and contract process was discussed. When the Chair support meetings are organised and running again the Chair will be in a better position to update Governors on Trust decisions and in a timely manner. <u>H&S</u> • DR is Link Governor and happy for information to be included in Head report, bullet point format.	A4 PSA updates
Autumn 09	To receive update on Safeguarding Discussed within the Head report	
Autumn 10	To report on Health & Safety/ Accident reporting Discussed within the Head report	
Autumn 11	Report on Trustee/Governor Expenses • No expenses to report. Clerk to provide link to the Expenses Policy and claim form.	
Autumn 12	Acknowledge Policy updates – Safeguarding Children Looked After Child Protection SEND Keeping Children Safe in education, September 2020 – Governors must read the new guidance and complete online form.	
Autumn 13	AOB <u>Governor Recruitment process update, expressions of interest, completion of application pack, reference and DBS</u> • Clerk outlined process, vacancy letter, pen portrait, proposal to Trustees. Up to 4 co opted vacancies. MS to prepare a vacancy letter, Clerk to support with resources. ACTION. <u>Link roles update – link roles to SDP priorities</u> • Safeguarding – AH • SEN, PP – IW • H&S – DR • Data & Curriculum – MS • PW -	A5 Vacancy letter

