'Inspiring the individuals of today, for a better society tomorrow'



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 bought 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 26 th June 2020 Minutes were agreed and signed as an accurate record of the online keep in touch meeting on 26 th 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.	

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	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	
Autumin 06	MS re-elected as Chair	Chair – MS
	DR re-elected as Vice Chair	VC – DR
	Dr 16-elected as vice Chall	
	New governor link roles:	
	Curriculum and Data – PW, MS	
	Safeguarding, CLA - AH	
	SEN & Pupil Premium - IW	
	H&S - 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	A1 C-h
	be amended 22 nd 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.	
	Returning to School	
	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	A2 School
	to discuss. ACTION.	crossing
	DB explained the guidance and process required for self-isolation and if a positive test is precised. Consequence 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.	
	Targets DB started by explaining how targets have been set this year, with facus on achieving	
	 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 	Our et!
	November and again in June.	Question
	SDP	
	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	
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out the curriculum through year groups which will provide a plan of skills and knowledge expectations that can be built on each year, saving teachers valuable planning time and also promoting consistency throughout the journey from Reception to Year 6. Each subject will have an identity and clear progression will be illustrated throughout the years.

- Reading and Writing DB explained the importance of a consistent strategy that will be used throughout the school years.
- PW started a discussion on Oracy, DB explained Oracy s a strength in Roselands.
- IT DB explained his vision and strategy for IT within Roselands, e.g interactive screens, new laptops etc. DB wants each PP child to have access to a chrome book after half term for home learning. There are chrome books in school and would like to increase this to be able to deliver an excellent IT curriculum. Catchup funding will be used to purchase and invest in IT equipment to offer an inclusive IT curriculum. MS questioned and sought assurance that "non PP" students wouldn't be left behind, ie fully supportive and understand the aim for all PP students to have access to a chrome book. But some non PP students cannot always be assumed to have access to IT at home themselves especially if sharing one home computer with parents and siblings. DB explained this is the first step in the process of ensuring that. DB reported PP numbers have increased. Contracts with parents will be mandatory for the chrome book use. Discussion followed on dongles to offer Wifi. DR followed with an online security discussion.

Attendance

- DB explained the fantastic work FSW is doing, working with pupils and parents to support families with attendance.
- MS commented on the positive attendance figures compared to previous years.

<u>SEN</u>

- IW (SEN & PP Link Governor) started a discussion on the information required at each SLB meeting, IW usually met with SP/HD to produce a SEN report that would feed into HT report.
- Current SEN provision is SENDco Monday/Tuesday and DB is acting SENDco Wednesday/Thursday and Friday. SD (New Deputy Head) will support after half term, she was SENDco in her former role. SD is already currently working with children with EHCP and their families. ILPs for each child with EHCP will be in place, plans already started within the 'Inclusion Team'. DB explained his strong background inclusive culture background.
- IW is very happy that Behaviour Policy is under review.

Safeguarding

AH (Safeguarding Link Governor) requested more detail, particularly LC, CP, CiN, TAF etc. Discussion followed and agreement for the information to be included in Head report to be produced collaboratively between DB, IW and AH for each meeting. ACTION.

Staffing

- DB in post for 6 weeks and feels very well supported by the CEO, Director of Education, Staff, Governors and parents/carers. CEO and Director of Education attend Roselands weekly to support DB and staff.
- DB updated Governors on staffing changes.
- DB summarised the finding of the staff survey. Discussion followed and the Governors are keen to hear staff opinion every term.
- Workload of the staff was discussed, DB explained the new strategy and mapping out of subject should have a positive effect on workload. DB long term plan is to ensure workload is manageable day in and day out, through consistency and planning.
- Discussed ways of improving support and communication within the Trust.

Teaching, Learning and Assessment

Question

A3 collabprativ e report

Discussion followed on values at Roselands in consultation with parents, staff and children. Discussion followed on values at Roselands in consultation with parents, staff and children. Discussion followed on work collaboratively alongside Director of Education in the Trust. Discussion followed on work collaboratively alongside Director of Education in the Trust. Discussion followed on work collaboratively alongside Director of Education in the Trust. Discussion followed on the House system and year 6 Captains. PSA			
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Data & Carricalan 1915			
• PW -			

RSHE changes, extension to roll out and be in place by Summer Term 2020. Kim Mason training our teachers

 DB explained the changes, SP and MS have been trained in school for new requirements.

Declarations of business interest sign.

• Clerk to circulate electronic copy. **ACTION**.

A6 Business Declaration

Skills audit link email - please complete asap

Completed

Monitoring Visit changes/ procedures discussion

Discussion on how to monitor standards safely, monitoring in pairs, conversations
with a teacher and 2 pupils at a time, can be completed via zoom. Will need support
from DB for questioning and coordinating the visits. Consideration given to
monitoring teacher feedback via the same method, 10 staff names from DB, from a
variety of roles. ACTION.

A7 MV and staff feedback

Photos and bios for website - AH, DB

Completed.

Date of next Meeting:

AGM – Mon 16th January 2021 at 5.30pm Thursday 11th February 2021 at 5.30pm

Standards Monitoring Visit Date:

Thursday 19th November at 9.00am

Actions:

Action 1, Clerk to circulate Scheme of Delegation once updated at Trustee level.

Action 2, Clerk to establish a contact re crossing patrol guard.

Action 3, IW, AH and DB to work on Safeguarding and SEN information to go into Head report.

Action 4, DB to include PSA updates in Head report.

Action 5, MS and Clerk to prepare Governor vacancy letter.

Action 6, Clerk to circulate Electronic Business declarations

Action 7, DB to help set up Monitoring Visit & Staff feedback meetings.

Signed: M Simmonds Dated: 11th February 2021

Chair of Governors

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