



Draft Minutes for the Roselands Local Standards Board Meeting on Thursday 24th June 2021
Meeting to be held online at 5.30pm.

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

In Attendance: Faye Steele (Clerk),

Summer 01	Welcome from the Chair	
Summer 02	To receive and sanction any apologies for absence No apologies were received.	
Summer 03	To declare and discuss any business interests that may be applicable in accordance with the governor's handbook March 2019 No declarations or updates made.	
Summer 04	To receive agree and sanction Minutes of the Meeting for the LSB Meeting 11 th February 2021 Minutes agreed and electronically signed as an accurate record.	Minutes agreed
Summer 05	To discuss any Matters Arising from the LSB Meeting 11 th February 2021 : Actions: Action 1, MS & Clerk to prepare a Governor Vacancy letter- <i>went out in the newsletter.</i> Action 2, SD to share Monitoring Visit notes in the shared drive – <i>completed. Check Mel name spelling.</i> Action 3, DB to arrange meeting with Caretaker when possible, liaise with Site staff. Met Simon and thanked him for his noticeable hard work. <i>Completed today.</i> Action 4, Include Safeguarding updates at every Monitoring Visit and record on the proforma – <i>proforma is evolving.</i>	
Summer 06	Governor Terms of Office DReid Term of Office due to expire on 12 th December 2021- roll over to the next meeting. IWeller Term of Office due to expire on 13 th September 2021 – IWeller would like to extend his term. Badges and lanyards for Jon and Louise. ACTION.	A1 Term of office expire A2 Badges/lanyards
Summer 07	SEND Update by Hannah Dillon Hannah Dillon provided a comprehensive presentation of the attached SND update report. • 5 requests for Statutory Assessments (EHCPs) made to LA, 4 have been accepted. • 5 applications made for Specialist provision, all 5 pupils granted provision places. • Draw & Talk intervention delivered through Psychology Team.	

	• Diabetes training received by key staff members to support pupil. Discussion and Governor questions followed on funding and qualification for the EHCP funding, with reference to strictly medical need. • Improved communication with parents via SEND parent evenings and TAF meetings. • Extra support offered to 1:1 TA, drop in sessions with SENDCO and performance management appraisal and midterm reviews. • Raising the profile of SEND children in crisis – relationship building with wider professionals. • Transition information gathering for Year 7 transition and transition into Early Years. • £6K grant applied for to develop outdoor space for highest needs pupils. • Summary of need and summary of SEND groups were highlighted. • Highest need children update for Summer term discussed. • Summer term staff deployment to support needs and SEND provision and support tools used. • The impact on COVID discussed. • Main SEND Data headlines discussed. • SEND progress discussed. • SEND support for the future discussed. Thank you to Hannah Dillion for her time to explain and discuss her detailed report.	
Summer 08	Report on Monitoring Visit, to include link Governor feedback linked to SDP · • Curriculum and Standards (3 governors with the role broken down) ◦ Standards (English, Maths, Science) - Peter Watkins ◦ Arts (art, dance, music), DT, PSHE and oracy – Adam Harmer ◦ Humanities (geography and history), RE, MFL, computing – Jon Baldwin • Safeguarding (1 governor) – Louise Lewry • Pupil Premium (1 governor) – Mel Simmonds • SEND and CLA (1 governor) – Ian Weller • Health and Safety and PE (1 governor) – David Reid Cycle of contacts for above • Circulate MV report. ACTION. • Music & Geography was the focus of the Monitoring Visit. Lessons showcased the subjects, engagement in children was excellent. Clear inclusivity for all, moved away from the word 'intervention'. Pupils are not missing out due to interventions, resulting in a stronger curriculum. • DBrown - curriculum update discussion. Lots of design work on the curriculum. Have review points to see if it is working. Lots of work on consistency across the school, not disjointed in different year groups. MSimmonds – evident that the whole school approach, although hard work, staff are not demotivated by it. Working together to make changes to curriculum and understanding why it is being changed - it is hard work to establish the design. • Discussion on cohort difficulties. • AHarmer asked to pick up on staff & parent questionnaire in autumn term. Look at any trends. ACTION. • DBrown – insight into initial parent questionnaire, trends are clubs and bullying. Will be exploring these in more detail and unpicking them. Possibly a misunderstanding of the vocabulary to use, 'targeted' is the key in bullying. Communication from the school is high. Traffic was mentioned too. 4 parents are unhappy.	A3 circulate MV report A4 Staff & Parent questionnaire in Autumn term

Summer 09	To discuss any queries that may arise from the Head of School report (including staffing updates) • Number of children entitled to Pupil Premium has increased. This is a big focus across the trust. Generally, Pupil Premium children do not achieve the same as children not entitled to the Pupil premium funding. • Trust had a day to focus on Strategic Pupil Premium planning. Focus is now on 4 categories: Staff, Parents, Curriculum and Teaching Strategies. • High level of safeguarding needs and a lot of safeguarding issues, see Head report. • Staff changes – Year 1 teacher not returning after long term sickness. This year group are going to be prioritised next year, there has been disruption in this group. • Staffing plan for next year, everything has been considered: look at children past experience, male/female teachers, personality, job shares etc. • Concern is for staff sickness due to COVID. 6 x staff off yesterday, 4 due to COVID. All doing the right thing and getting tested but impact is we are really light on the floor. Discussion followed about planning to include this barrier for September. • Appraisal system has worked well. • Communication between SLT is really good. • No GDPR breaches. • Level 3 safeguarding training undertaken and Team Teach cycle. • Increased behaviour issues as developed consistent reporting. DBrown is very aware of what is happening. Using a blue book for poor behaviour and children don't want to be in it. Highlighted many positive strategies such as marble points, charts, stickers etc. • New led lights have been installed. • Discussion followed on the 9 RIDDOR – RIDDOR - Reporting of Injuries, Diseases and Dangerous Occurrences Regulations. AHarmer questioned if 9 is high, look at each meeting. • Number of Exclusions is higher, could be argued that RIDDOR - Reporting of Injuries, Diseases and Dangerous Occurrences Regulations certain pupils were not suited to mainstream school and have to consider what is best for the children. Exclusions is always a last resort. DBrown is working with LA on a Board (with other Heads) to focus on zero exclusions. Consideration is given to what is best for each child. Look at what is the issue and the best thing for those children. • SEESAW app is very positive. The whole school are using it to ensure consistency and posting each week. Staff, each have tablet with the SEESAW app on. • School uniform has been voted for by the parents. AHarmer started a discussion on the sports top and how can we enforce a branded badge sports top. • Hall and reading areas will be redecorated over the summer holiday. • Updates on the low child numbers this year, but Roselands was oversubscribed by 10. • Hannah Dillion will lead the Early Career Framework through SWIFT. • Discussion followed on progress. The pupils in Year 2 that are reaching their age related expectations or Greater Depth, should be reaching the same (at least) in Year 6. There has been marked progress on handwriting. DBrown updated the work needed for Reading, there are still 2 schemes running in school. Handwriting – still 3 schemes running in school. DBrown – the challenge is consistent teaching across the school and all year groups!	
Summer 10	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	

	• Next year, the Trust focus will be Curriculum, Disadvantaged and Pupil Premium. • Roselands will focus locally on Outdoor Learning and Writing.	
Summer 11	Update from Trustees • Trust update circulated d from CEO ACTION: check email list for Governors and ensure they are on the email list.	<i>A5 FS check & update circulation lists</i>
Summer 12	Report on Trustee/Governor Expenses • No expenses to report. Clerk to provide link to the Expenses Policy and claim form.	
Summer 13	Acknowledge Policy updates <u>Local Roselands Policies:</u> <u>Updates agreed by Trustees:</u> Data Breach Data Protection Data Retention Information Security Discretions Policy Collective Worship First Aid Intimate Care RSHE Workforce Privacy Job Applicant Privacy Supporting Pupils with Medical Conditions Charges & Remissions Expenses Discipline Flexible Working Hours Grievance Maternity Paternity Redundancy & Reorganisation Shared Parental Leave Due Diligence	
Summer 14	AOB • Business Declarations – Llewry to do • Photo & bio for website – Llewry to do Date of next Meeting 2021: TBC Planning meeting dates to be agreed at FGB 14th July 2021. Have a draft outline, discussion as a group on availability within the week planned for.	

Actions:

Action 1, DR term of office expire, roll over to next meeting.

Action 2, FS ensure all Governors have badges/lanyards.

Action 3, FS to circulate Monitoring Visit report.

Action 4, Staff and parent questionnaire considered at Autumn meeting.

Action 5, FS to check email circulation lists, ensure all Governors are included.

Signed: **Mel Simmonds**
Chair of Governors

Dated: 7th October 2021