



**Minutes for the Roselands Local Standards Board Meeting on
Thursday 23rd February 2023 Meeting to be held at 5.30pm at Roselands Primary School**

Present: Danny Brown (Head of School), Mel Simmonds (Chair), Ian Weller (Vice Chair), Adam Harmer, Louise Lewry, Jon Baldwin, Liz Jessop, Nathan Riley

In Attendance: Faye Steele (Clerk)

Apologies:

Spring 01	Welcome to New Governor NR and introductions	
Spring 02	Apologies No Apologies received.	
Spring 03	To declare and discuss any business interests that may be applicable in accordance with the governor's handbook. <i>'conflicts of interests do not just relate to financial benefits but can arise where an individual's personal or family interests and/or loyalties conflict with those of the governing body'.</i> No updates to declarations. All governors to update business declarations in Governor Hub prior to each meeting. ACTION.	A1 Bus Dec's
Spring 04	To receive agree and sanction Minutes of the Meeting for the LSB Meeting 20th October 2022 Minutes of the meeting were agreed and electronically signed as an accurate record.	Minutes agreed
Spring 05	To discuss any Matters Arising from the LSB Meeting 20th October 2022 Actions: A1 HD invite & discuss green Paper – summary document. IW meeting HD next week. Thanks HD for the great report. A2 MS letter to PSA – apologies not able to do. Discussion on issues on Islam teachings and prayer mats, not good feedback from parents. Bigger picture discussion to include LBGQT+. A3 Governors to email availability. A4 Roles & Responsibilities – need to change, AH and MS finding it a strain. A5 All governors to read guidance.	A2 MS letter to PSA A3 Governors to email availability
Spring 06	Housekeeping: Explanation and discussion on importance of housekeeping task, actions outstanding: - Log into Governor Hub/profile/declarations/confirmations – all to confirm the LSB Code of Conduct. - Complete declarations of business interest. - Complete Safeguarding Level 2 training on Governor Hub – mandatory annual training: AH, MS, IW, LL, NR. Safeguarding training	

	Complete PREVENT training via link – mandatory training every 2 years: AH, IW, LL, JB, NR Prevent Training Here is the link to the mandatory Prevent Awareness Training please only complete Course 1, (this is where the link directs you too): http://www.support-people-vulnerable-to-radicalisation.service.gov.uk/portal#awareness-course Please download a certificate on completion. Post-Completion of Training - Important Once completed, please fill in the google form link below for us to log on our MIS system. https://forms.gle/pG9takqMSGpQeTxMA	
Spring 07	To discuss any queries that may arise from the Head of School's Report School Development Plan - DB reported confidence with targets and SDP. - Knowledge organiser support and assessment for foundations subjects. Maths consistent approach in lesson ideas. - PSHE/SMSC review currently. Met up as a Trust this week. Oracy is in all the subjects. DB Visited other schools for PSHE research and comparison to Torbay PSHE syllabus (DB considers old and outdated). DB suggestion is to buy a scheme, all mapped out which includes resources such as language to use, letter for parents, and dates etc. Cost - £1000. Start of every half term there will be a PSHE day. AH commented that PSHE is very important, it is clear the current curriculum doesn't work and would support £1000 for an oven ready scheme. Discussion on barriers from parents and the scheme experience. Discussions followed - not all the teachers and education specialists have the answer, MS advocated the 'right to make mistakes', but to keep having the open and honest discussions. - Developing outdoor education, EYFS and KS1 update. - RE – each symbol has a colour linked to a religion to help children understand and recognise religions. - DB shared the need to do more to raise the profile of the school. - Sarah and Pippa excellent job on English and maths. - Phonics – need a new scheme. - New behaviour policy centred around British values - Support for parents was discussed, enabling disadvantaged children to have increased opportunities. RPS is an inclusive school –opportunities are for all. Pupil Numbers and Admissions - Numbers are good – full! 330 children. - FSM figures have increased by 8 (84). 30% of pupils attract Pupil Premium funding. - No Looked After Children 3 applicants for September are in the care system. 4 pupils are classified as previously looked after. 11 pupils on an Education Health Care Plan (EHCP). 0 children on a CP (Child Protection) plan 0 children on a CIN (Child in Need) plan 7 families on a TAF (Team around the family) Level 2/3 8 families currently with single assessments from MASH. Staffing - Discussion on staff leaving and replacement plans. - Incident with a supply teacher and DB assured Governors of the processes followed was correct and thorough. AH showed concern that Trust is using the agency. DB explained LADO not taking any further action. AH questioned confidence in the	Question

	agency if DB did not agree with the agency process? Discussion on use of agency and steps taken to reduce future risk. • 1 staff member on long term sick, 1 on a support plan and 2 teachers increased commitment to cover long term sick. • 1 staff member suspension and not in school. LADO is involved. DB has been well supported by HR. • KD new pastoral staff member – excellent. • Staff illness has increased and 4 staff members have prolonged period of sickness. Covered as much as possible from current staff members, supply used but SLT are teaching and relying on TAs to lead classes. • LJ questioned how HTAs are feeling, previously reported they were feeling over used. DB explained how the curriculum is planned out helps, and talking to them, working alongside them as much as possible. • Staff morale has been good, frustrations are evident. • 1st round of strikes, school was fully open. 60% of children are from critical workers. AH questioned how it was covered? Dfe message was use staff in school to keep schools open. • MS fed back discussion at the Standards Committee. Feedback on trust monitoring and a request to change their approach and DB gets the feedback. The visits can be shaped to have an opportunity to show off what Roselands does and does well. DB confirmed that the feedback has changed. MS wanted to credit the Trust need to scrutinise and monitor, and the willingness to take into consideration the views of the staff. Mock Ofsted in a week and a half. Attendance • Attendance is improving. • IDSR – data from last year and attendance was in the 20% bracket we did not want it to be in – investigation is underway to unpick the reasons. Current systems and processes are thorough and are making the difference. Discussion followed on the letter, understand some parents did not like the letter, but have to do something. DB wants to be supportive with attendance and will pick children up. IW questioned standardised recording of attendance? DB codes are there, IW child had medical apt and in by 9.30 but marked as absence. Are we being overly harsh on ourselves, DB to look at this. ACTION. DB provided assurance that attendance is taken seriously and unpicking the stats. Targeting those families with persistent absence and there is a pattern to absence. Teaching, Learning & Assessment • Foundation subjects in place – lots of work on elicitation. • Discussion on recent RE lesson and highlighted gaps in knowledge, the pupils had not covered the areas due to the pandemic, DB went back to year 2 learning to plug gaps. Discussion followed on mapping out and going back to elicitation, do they remember and recap, then progress on. Useful, lots of retrieval. • Deep dives around RE, Science and DT and STEM books – looks bitty, visiting school in Plymouth on Tuesday to look at their science, outstanding grading from Ofsted. • Maths strategy discussion. • EYFS statements in place for knowledge organisers and charts. New EYFS strategy in place. • Hopeful that data for Year 6 and Year 2 is above national, doing everything possible. • Phonics prediction is the same as last year. LJ asked if the inspiring targets, are they achievable? Discussion followed. LJ highlighted the writing targets are the same, no increase? DB suggested they realistic as 3 children are not going to achieve. Leadership & Management • DW is mainly supporting another school in the Trust. • Mock Ofsted will take place next week. Personal Development, Behaviour & Welfare	<i>Question</i> <i>Question</i> <i>Question</i> <i>A4 Absence codes</i> <i>Question</i>
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	• Trauma informed training has begun. 2 x non pupil days will be used to train the whole Trust. Better understanding why children make the choices they do. • Work on school values and working with school council, what does respect really mean. • Riviera 70 been launched, raise opportunities and personal development of each child. • Good amount raised for charity. • 1 permanent exclusion, child with an EHCP. Decision was upheld by the panel. The pupil had been previously suspended for attacking members of staff. Family understood the decision. As a result, there has been a change in LA processes. AH questioned any temporary suspensions? DB 2.5 days so far, 1 racist incident and other poor behaviour. Compared to last year, 15 external and 10 internal suspensions last year. Health & Safety • AH questioned the 7 RIDDOR incidents – no links all random incidents. Inclusion • Thanks to HD for her report...Pupil Premium is a big focus. • SEN overview – covered in HD report, IW meeting next week. • LL came into school in December to meet with JS and PB. Discussion on the Safeguarding audit and feedback, outcomes had been met. • Vaping conversation. • SCR is up to date. LL questioned DBS process and not reviewing after 3 years. Advice was sought from HR and current practice is within the guidelines and advice. Parents & Community • Parent feedback is positive, invites sent for parents to join in with the learning. • Clubs are well attended. • RPS is the most oversubscribed school in Torbay. 59 out of 45 places. • PSA are offering good events. • Formal complaint has been resolved with no wrong doing by school. Finance & Premises • Finances discussion. Wage rises, utility bills etc. will all be a huge strain on the budget. Losing an Assistant Head but gaining a phase lead. • School field discussion – AH questioned if it can be used to generate income? DB to explore. ACTION. • LJ - additional needs children that joined, discussion on waiting for additional funding. • DB wants Roselands to get better and this requires access to the latest information. Discussion on buying in support or having an Ofsted trained member of staff. • Simon is doing an excellent job. Summary • Roselands Primary School is in a good place, our children are enjoying school and have access to lots of opportunities – joy to write the newsletter, achieving well and lots of pride in the school. • Teacher strikes and redundancies are going to hit morale.	<i>Question</i> <i>Question</i> <i>Question</i> <i>A5 income exploration</i>
Spring 08	Standards Committee update, focus for Monitoring Visit: • Plan for LSB monitoring focus for Spring Term (with SDPs) Roselands · Impact of Spelling strategy, how this has been developed. · Phonics in EYFS (Early Years Foundation Stage) – improvement? · Maths strategy. · Continue to look at Greater Depth in Pupil Premium children. • MS – impressive, writing assessment chart – compares classes and each child, see which elements they are scoring 0 % in. Very good tool.	

	- Maths strategy underway and saw some good examples, problem solving using tools already have in their heads. Inquisitive encourage to try and find the solution. AH questioned if maths is back on track? DB definitely back on track. - Feedback from SP, teachers were saying it was more consistently applied it was helping with workload. Who will pick this up? DB will give this responsibility to the phase leader will have a maths thread to it. The strategy in place and now established. Advert for role will be maths and phase leader. Assurance than DB will not let it drop. - Tutoring having good attainments, trying to get parent to buy into it. Everyday teachers take different groups at the start and end of the day. - Learning walk was very good, all children who said that they enjoyed and used Rock Stars at home. One child said they didn't use it at home. - Brief update on PP. PB – league table and very competitive students on spelling shed engagement. Exploration required – pupils get spellings correct in regular tests, but incorrect when in context writing. - Phonics – identified issues with bug club are now on pause to wait for reading framework to be released in the spring and a better position to move forward.	Question
Spring 09	Governor Link Role updates – discussion on strain felt by MS and AH.	
Spring 10	Report on Trustee/Governor Expenses None – reminder of expenses policy and claim form.	
Spring 11	Acknowledge Policy updates – Roselands Primary School Admissions policy draft 2024/25 – awareness, will be confirmed in February 23	
Spring 12	Feedback from the AGM: - Final Accounts were signed off, without any points of concern raised! - External Auditors were approved for another year. - Discussion took place on growth of the trust and Stewart shared a paper 'Community Anchoring', detailing ideas to offer	
Spring 13	Training available /booked. - NR Introduction to Governor role. - Update: <i>LJ attended new Governor training session.</i> Monitoring Visit dates discussion - Feedback that 4 areas to monitor are too much and does not make sense and difficult to arrange a schedule for. Reminder that Standards Committee drive the focus for the MV. - MS so very proud of PB challenging the bug cub and identifying lack of knowledge as an organisation with lots of mistakes. Website Bio/photo – NR, bio received, just need a photo. ACTION. Meeting date change from Thursday. - Reminder Protocol reminder:	

	• Safeguarding issue – contact DSL immediately. If the concern is about the Head of School, then contact CEO. • Parent issue – advised parent to contact Class teacher, head of year and then Head of School. • Staff issue – advise to contact direct Line Manager, then Head of School. Date of next Meeting: Wednesday 14th June 2023 at 5.30pm Standards Monitoring Visit Date: Monday 15th May 2023 at 09.00am Standards Committee Date (MS) 28th February at 09.00am and Wednesday 21st June at 09.00am	
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Actions:

- A1 Governors to confirm business declarations before each meeting – regular agenda item.
- A2 MS letter to PSA
- A3 Governors to email availability
- A4 DB to investigate absence codes
- A5 DB to explore income generation possibilities of new field.

Signed: **M Simmonds**
Chair of Governors

Dated: 14th June 2023