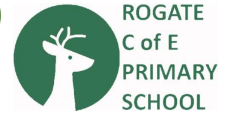




**MINUTES OF A MEETING OF THE ROGATE LOCAL SCHOOL COMMITTEE (LSC)**  
**HELD AT THE SCHOOL ON WEDNESDAY 19<sup>TH</sup> MAY 2021 AT 3:30 PM**



**Members attending:** Mary-Anne Berendt, Emily Dryburgh, Steph Garwood (HoS), Rita Harrison-Roach, Max Harwood, Susie McAuley.

**Also attending:** David Bertwistle, Neil Ryder (chair), Pippa Bass (clerk).

**1. Welcome and apologies for absence**

NR welcomed everyone to this first meeting of the new Rogate LSC. Apologies were accepted from Rev Edward Doyle. MH agreed to take over the chair for future meetings.

**2. Declarations of interest**

None.

**3. Minutes of the last meeting & matters arising**

As this was the first meeting of the new committee, there were no previous minutes. Members noted the DVSF FGB draft minutes, which were confidential until approved by the FGB.

**4. Committee terms of reference, purpose and conduct**

- a. Members confirmed they had read the terms of reference document. NR explained the background to the local school committees (LSC) and that the non-governor members of the committee would be appointed as associate members of the DVSF governing board. The main purpose of the LSC was to ensure the individuality of the school was retained with local issues being raised and communicated to/from the DVSF GB. SG informed the meeting that the schools each had different catchments; Rogate (and Compton) had a higher percentage of disadvantaged children. Maintaining the unique aspects of Rogate was an important factor for the committee.
- b. Members confirmed their agreement to comply with the governor's code of conduct.
- c. NR agreed to provide M-AB and EmD with an introduction to TTG together with login details.

**5. Committee membership**

NR reflected that the committee had good representation from the local community but suggested that another parent would be a helpful addition. SG agreed to follow-up with parents, and M-AB would speak to contacts at Little Angels. EmD and husband David Dryburgh proposed to 'share' their committee role, which everyone agreed was acceptable.

**6. Allocation of responsibilities**

- a. Premises / accessibility / health & safety: MH agreed to take on this responsibility and encouraged other committee members to join him on walk-rounds; David Dryburgh might be a good candidate due to his background. NR informed the meeting that Carolyn Costello (lead DVSF governor for H&S) would also link up with MH on H&S.
- b. Off-site visits: MH also agreed to take on this responsibility having done it before.
- c. Pupil voice: M-AB explained her background with disabled people and volunteered to take on this responsibility. RHR also volunteered to join discussions with children around well-being.
- d. Parent / PTA liaison & communication: EmD agreed to take on this responsibility to keep the committee and PTA in touch.
- e. Communications & marketing: M-AB volunteered to continue spreading positive messages about the school to off-set any lingering negative perceptions about the school that might be putting new parents off.
- f. Websites: NR explained the plan to create a DVSF website with school sub-sites, and to re-design all the school websites. SM confirmed that she would be part of the x-schools working group looking at website improvements (and wider social media). EmD/David Dryburgh

volunteered to take on this responsibility and would try and find out more about which social media is most popular with prospective families.

- g. Learning walks: NR explained the general approach to learning walks and encouraged committee members to participate where possible and gain a better understanding about how the school operates. M-AB volunteered to join a future learning walk with SG.

## 7. Head of school report

SG provided her HoS report – see Annex A. Governors thanked SG for her report and raised the following queries:

**Q** Will parents be able to come to sports day/end of school production?

**A** Sadly, no, unless there are changes to the current government Covid-19 regulations.

**Q** There is a lot in your report about helping ‘failing’ children, how are children who are more able being pushed?

**A** We give those children extra tasks to deepen their learning; increasing their reasoning and thinking skills, we don’t simply move them onto the higher year work.

**Q** How did you do the pupil assessments?

**A** Teachers complete assessment grids and we have done spelling and reading tests.

**Q** Do you feel the children are behind in their learning?

**A** No, we managed to catchup quite well after the first lockdown and we were much better prepared for the second lockdown. Our disadvantaged children were in school during lockdown and we worked hard to follow-up with all the children who were learning at home. Gaps in learning is really a misnomer and our teachers are skilled in being able to spot and fill any weak areas. We are hoping that the children will achieve their expected level by the end of the year.

## 8. Parent / staff surveys

NR summarised the parent survey results and highlighted the need to demonstrate (and communicate) better use of the outdoor space. Members noted the disappointingly low level of parents who responded to the survey, but NR emphasised that the response rate had been higher than other schools. SG felt the survey results should be shared with staff and the positive feedback celebrated, which everyone agreed.

The discussion concluded that all parents should be sent an easy-to-read summary of the survey results and an explanation of what governors have done/are doing as a result of their comments.

## 9. Website

The website plans had been discussed earlier, but everyone agreed that including some video footage via drones would help promote the outside space around the school. A presentation on the new website designs might be available for the next meeting.

## 10. Dates of future meetings

- Members agreed to hold a further meeting this term on Wednesday 7<sup>th</sup> July 2021 at 3:30pm.
- Subsequent meetings were scheduled for 10<sup>th</sup> November 2021, 9<sup>th</sup> March 2022, 15<sup>th</sup> June 2022.

## ACTIONS:

Ref	Who	Action	By when
19.05.2021-4c	NR	Provide M-AB and EmD with an introduction to TTG.	asap
19.05.2021-5a	SG	Follow-up with parents to try to recruit an additional member.	asap
19.05.2021-6g	SG	Organise dates for M-AB to visit the school for a learning walk.	07.07.2021

**Pupil Numbers Summer Term 2021**

Cohort	Numbers on Role
EYFS	13
Year 1	4
Year 2	11
Year 3	9
Year 4	9
Year 5	13
Year 6	9
<b>Whole School</b>	<b>68</b>

Number of reception children who will be joining in September is 12. We have another parent who is in the process of applying for a space. So we are anticipating there will be 13 new starters.

One place was allocated as a second choice option and it is going to appeal, however we have invited the Mum to Stay and Play and we are hoping she will decide to stick with her allocated place at Rogate.

Since the last LSC we have had 1 new child in Year 5. 1 child in Year 4 has left to go to a private boarding school.

**Current School Attendance**

Attendance per class this term is shown below:

Class	
Wrens	93.1%
Starlings	98.4%
Kingfishers	97.1%
Red Kites	96.4%
<b>Whole School Attendance</b>	<b>96.2%</b>

**Safeguarding:**

- We have 1 family with a Child in Need Plan and a social worker. The social worker has been into school to see the two children and regularly visits the family within their home. They have also carried out Keeping Safe sessions with the children in school. I have attended Core Group Meetings.
- We have 2 families with Early Help Plans.
- Rita & I have started to carry out the Safeguarding audit using the new NSPCC audit, we are supporting Richard Christmas at Compton and reviewing the two schools together.
- Rita is going to carry out pupil conferencing to see how safe children feel and if they know what to do if they didn't feel safe.
- NSPCC- I have requested the 'Speak Out Stay Safe' online assembly resources and hope to introduce this across all 2 schools next term.
- We have started to use the PSHE Association curriculum and this includes aspects of safeguarding.

- 17<sup>th</sup> June Fire Service will be talking to children about fire safety.

### **Curriculum**

- When the school re-opened 8<sup>th</sup> March 2021 the first couple of weeks were based on a very creative curriculum which helped the children ease back into school.
- The school was decorated and the children had class parties.
- P.E- Paul Brown organised Sports Cool sessions 26<sup>th</sup> March for each class. Tri golf for Reception & KS1 children
- New Sports Cool Afterschool clubs in dodge ball and tri golf
- Also have Summer Sports club run by Ollie and Netball Club run by Mrs Brown.
- Rogate Book Day 15<sup>th</sup> March - teachers planned literacy activities based around books.
- Red Nose Day 19<sup>th</sup> March.
- Ranger Stu bought a collection of unusual animals on 13<sup>th</sup> May.
- 17<sup>th</sup> May African Arts Day (virtual)
- Upcoming events linked to the curriculum are UNICEF- Day for Change 24<sup>th</sup> May
- Eco Day Friday 28<sup>th</sup> May which will include environmental awareness and outdoor learning linked to our natural environment.
- French Café (Red Kites)
- 17<sup>th</sup> June Fire Service will be talking to children about fire safety.
- 6<sup>th</sup> July Sports Day

### **Christian Ethos**

- Live online worship sessions have continued 3 times a week. I set the new theme within Monday's live worship and Father Edward follows up the theme within his live worship on a Tuesday. On Friday I lead a live celebration worship where we can celebrate children and staff birthdays, celebrate achievements at home and in school. Singing practice takes place every Wednesday outside and class teachers hold a class worship every Thursday based on the theme.
- Outdoor Easter Service was held on 31<sup>st</sup> March. It was led by Father Edward and each class acted out part of the Easter Story. The service was recorded and streamed to parents using Teams.
- We have had our first DVSF Christian Ethos with foundation governors, rectors and staff from all 3 schools.
- SG is going to request SAIMS training for some of the members of the committee.

### **Pupil Progress Meetings & Assessment**

SG will be carrying out pupil progress meetings in the next 2 weeks but has been having discussions with class teachers since March about children's progress. Paul Brown has been evaluating assessment data.

### **SEND**

- SG has 1 EHCP applications to submit.
- Another EHCP is being written by the family's solicitor with support from the school.
- One new child in EYFS has joined with significant needs and requires 1:1 support. I will be making an LBAT referral for additional advice.
- Interventions have continued and teachers are currently reviewing Individual Learning Plans and setting new plans.
- I have managed to gain free art therapy for 4 children who have been impacted by the effects of living with a parent who suffers from alcohol and or drug abuse. The art therapists will be working with each child on a 1:1 basis for 12 weeks
- ELSA sessions are in place for children with mental health needs including anxiety.

### **Subject Leadership**

- Subject leaders have been carrying out book scrutinies. SG discusses the observations made by the subject leaders when book scrutinies have been carried out. She also looks in books to ensure that she is monitoring the quality of teaching & learning.
- Some subject leadership is taking place across schools. The SLT is monitoring the success of this and is actively encouraging more of this.

### **Covid Catch Up**

- Class teachers are using high quality teaching to help address the gaps in learning caused by the 2 lockdowns.
- Interventions are in place for those who are behind their peers. These include spelling, reading and maths.
- I have recently been asked to do the reporting of the Covid catch up funding across the federation.

### **School Council**

- The school council has had 1 meeting since the school re-opened and also attended the Rother Valley School Council Meeting. Please see attached minutes.

### **Eco Committee**

- The Eco Committee has had 1 meeting since the school re-opened. Please see attached minutes.
- They have recently received 4 animal homes from Liss Men's Shed who kindly built them for both Rogate and Rake Primary Schools.
- The Eco Committee wanted to have an Eco Day to promote environmental issues and this will take place on 28<sup>th</sup> May. They will work with Mrs Garwood to plan out the day, it will link to Keep Britain Tidy Great School Tidy initiative. Litter and picking it up was a concern of the Eco Committee.

### **Children's Christian Ethos Committee**

- This is a newly formed committee and we will be having our first meeting before half term.
- We will be discussing worship, our Christian values and R.E.
- I am hoping the children will help to plan out our new spiritual garden and help raise the awareness of our Christian Values.

### **Stay & Play**

- I have set up Stay and Play in a Covid safe manner.
- Sam Hughes organises the bookings, parent volunteers set up and run the sessions.
- Rachel West and Kat Mackenzie also help.
- It has been hugely successful and we are fully booked. The maximum number of guests allowed is 15 adults and an unlimited number of children and leaders.

### **Communication**

- Sam Hughes is continuing to write the Rogate Review, which is emailed to parents every half term. It gives an overview about what has been happening in each class and events across the whole school. She also writes a monthly article for the Rogate & Terwick Magazine.
- Sam has written a number of press articles for the newspaper including: Red Nose Day, the animal homes donated by Liss Men's Shed.
- Sam also liaises with Lynne Todd to ensure the website is updated with photographs and information.

### **Community Links**

- Rogate Fun Day 11<sup>th</sup> July: The school & RSFF will be running the barbeque.
- Mairi Rennie: is coming in to Kingfishers Class to talk about local Anglo Saxon History
- Liss Men's Shed have been in to school to meet Eco Committee and present their animal homes. The children shared their thoughts on the importance of looking after our local environment and wildlife.
- Church Links: Edward is delivering weekly Teams worship every Tuesday.

- Stay & Play is held in our hall every Thursday morning.
- I have shared my risk assessment for Stay & Play with Little Angels to offer support.

### **Lateral Flow Tests & Covid Safety**

- All staff members are testing themselves twice a week.
- So far, we have not had any positive cases this term.
- The risk assessment remains in place for Covid-19, we are looking to stop taking children's temperatures in the morning.

### **Pupil Wellbeing**

- The school council have been looking at pupil wellbeing both with our own school council meeting and within the Rother Valley School Council meeting. The RVSC have created a wellbeing checklist which Paul Brown will circulate to all schools to use.
- The children would like to see bubbles go as soon as possible so they can play with their friends across the classes.
- Support is in place through Learning Mentor Sessions for those children who are suffering with their mental health including anxiety. Art therapy is also in place for 4 children. The school nurse has now completed her work with a child for anxiety.
- Four children are under CAMHS for mental health concerns.

### **Staff Wellbeing**

- Staff wellbeing is still an area of concern. At the moment workload is very high, with teachers writing reports, carrying out assessment, writing ILPs and trying to support the children to catch up from their missed learning due to Covid-19.
- The emotional impact of Covid-19 can still not be underestimated. Staff are still tired from the challenging year and it is important that we do not allow staff moral to drop.

### **Premises**

- Discussions are taking place between David and Chartwells regarding a kitchen Pod.

### **Federation**

- I am now working 1 day a week at Compton (Tuesday) and 1 day a week at Rake (Thursday) and now carry out the SENDCo roles in all 3 schools.
- I teach for a full day at Rogate and dedicate 1 day to Rogate SENDCo work.
- I am also reporting on PP, Covid Catch up.
- I also lead on PSHE, Christian Ethos & Pupil Wellbeing and lead the Christian Ethos Meetings.
- I also run the pupil Christian Ethos, School Council and Eco Committees for the school.