



**MINUTES OF A MEETING OF THE ROGATE LOCAL SCHOOL COMMITTEE (LSC)**  
**HELD AT THE SCHOOL ON WEDNESDAY 7<sup>TH</sup> JULY 2021 AT 3:30 PM**



**Members attending:** Emily Dryburgh, Steph Garwood, Rita Harrison-Roach, Max Harwood (chair), Rev Edward Doyle, Susie McAuley (by phone), Neil Ryder.

**Also attending:** Rachel West, David Bertwistle, Pippa Bass (clerk).

**1. Welcome and apologies for absence**

MH welcomed everyone to the meeting, particularly Rachel West as a staff rep. Apologies were accepted from Mary-Anne Berendt.

**2. Declarations of interest**

None.

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

The minutes of the last meeting held on 19<sup>th</sup> May 2021 were approved. Members noted the DVSF FGB draft minutes. The outstanding actions were reviewed:

Ref	Who	Action
19.05.2021-4c	NR	Provide M-AB and EmD with an introduction to TTG. <b>Complete</b>
19.05.2021-5a	SG	Follow-up with parents to try to recruit an additional member. <b>SG reported that no further parents had been recruited but Rachel had kindly agreed to join the meeting.</b>
19.05.2021-6g	SG	Organise dates for M-AB to visit the school for a learning walk. <b>Complete.</b>

**4. Members' responsibilities**

- The non-governor committee members kindly provided their personal details for the clerk to forward to WSCC to record them as Associate members.
- DBS checks are in progress for those members who have not recently had one completed.
- MH confirmed that he is scheduled to do a site walk-round next week. The shed roof has been removed but the building is not yet demolished.
- NR reported that Ed Platt (DVSF lead governor for marketing/comms) had received quotes for updating the three school websites.

**5. Head of school report**

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

- Q** Do you go back to parents with anything that comes up during pupil conferencing sessions?
- A** Not as a matter of course, but we would report back on anything troubling.
- Q** We recognise that the safeguarding work is almost a full-time job in itself, are you planning further sessions with the children?
- A** Yes, we are planning something for every half-term, for example, a session on on-line safety.
- Q** Can you access interventions other than art therapy - music for example?
- A** These sorts of interventions are typically provided by charities, and I am not aware of others. However, the art therapy has had a big positive impact on the children.
- Q** Our village residents would be very willing to help in the school, have you considered asking around?

**A** It's great to have willing volunteers, but we need to balance this against the time and effort needed from teachers. However, working parties to help with maintenance work around the school site is always welcome.

**Q** What are the financial implications of the EHCPs?

**A** None at the moment. If we receive top-up funding, we will increase our TA hours.

**Q** Is there anything we should be doing to help with staff well-being?

**A** It is always well-received when governors say, 'thank you'. We will look again at staff well-being in September when everyone should be more rested after the holidays.

The committee members thanked SG and all the staff for their tireless work this year; despite the pandemic, the children all seemed very happy and largely unaffected.

#### **6. DVSF vision, values and ethos**

NR explained the process that governors had taken, working with the NGA and the Christian ethos group, to develop a new mission and vision statement, and a revised set of Christian values. These will now be implemented across the federation and represented on the schools' websites.

#### **7. Policies**

Members approved the joint Health and Safety policy.

#### **8. Staff survey results**

Everyone agreed that the results demonstrated that staff were overall feeling positive.

#### **9. RSFF/PTA update**

EmD summarised the various fund-raising activities that had been organised by RSFF and asked that the school set out ideas for projects, particularly longer-term ones, that RSFF could consider. NR informed everyone that the DVSF FGB was hoping to lease a minibus for use by the three schools, which was particularly welcomed and would enable children to be transported between schools easily.

#### **10. Dates of future meetings**

The next meeting is scheduled for 10<sup>th</sup> November 2021.

#### **ACTIONS:**

No actions were recorded.

**Rogate Primary School Local School Committee Meeting****Head of School Report 07.07.2021****Pupil Numbers Summer Term 2021**

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

<b>Number of children with SEND</b>	<b>Number of children with SEND &amp; not PP</b>	<b>Number of children eligible for PP</b>	<b>Number of children with SEND &amp; PP</b>
18	11	11	7

**Predicted Numbers for Sept 2021**

<b>Cohort</b>	<b>Numbers on Role</b>
EYFS	13
Year 1	13
Year 2	4
Year 3	10
Year 4	9
Year 5	9
Year 6	13
<b>Whole School</b>	<b>71</b>

One child has joined in Year 6 this term, his parent has applied for him to be officially back classed, we are waiting to have confirmation from the Local Authority that this has been agreed.

One child in current Year 5 is moving to private school, one child in current Year 1 and one child in current year 2 are relocating out of the area.

**Current School Attendance**

Attendance per class this term is shown below:

Class	Attendance
Wrens	92.7%
Starlings	98.6%
Kingfishers	96.7%
Red Kites	95.8%
<b>Whole School Attendance</b>	<b>96.0%</b>

### Safeguarding:

Safeguarding at Rogate has taken up a considerable amount of time this term due to the number of meetings I have had to attend as requested by social workers and Early Help Workers.

- We have 1 family with a Child in Need Plan and a social worker.
- We have 2 families with Early Help Plans.
- Termly conversation with Jenny Theron from Early Help have taken place for Rogate.
- I have organised art therapy for 5 children on a 1:1 basis through the charity Change Grow Live. This has been really successful and has helped to improve two children's behaviour significantly.
- Rita & I have started to carry out the Safeguarding audit using the new NSPCC audit.
- Rita has now carried out pupil conferencing with children from a variety of backgrounds and ages, including children with SEND, pupil eligible for PP. She spoke to children from each year group to see how safe children feel and whether they knew what to do if they didn't feel safe.
- NSPCC- All class teachers have carried out the Speak Out Stay Safe online assembly and Rita came into school to observe this in Kingfishers Class.
- We have continued to use the PSHE Association curriculum and this includes aspects of safeguarding.
- 17<sup>th</sup> June the Fire Service came in to talk to the children in Years 1& 2, Years 5& 6, and Reception to talk about fire safety.

### Curriculum

- Afterschool clubs include dodge ball, summer sports club run by Ollie and netball club run by Mrs Brown, drama club run by Debs Hockley.
- Sports Day is taking place on Tuesday 6<sup>th</sup> July.
- KJ has been taking part in the English writing training at Compton Primary School, delivered by Peter Campbell and English Advisory teacher.
- DH has taken part in the EYFS training by the Local Authority, explaining the changes to the EYFS curriculum and new baseline assessments. She is also receiving 'In the moment planning' online training J.S will also attend this training.
- Each class has been rehearsing their parts and learning the songs for the end of year production "When Rogate Fell into Fairyland".
- The whole school production will take place at 1:30pm Tuesday 13<sup>th</sup> July in the school grounds, with parents attending in bubbles of no more than 30 people.
- The leavers service is organised for 11:00am Thursday July 22<sup>nd</sup>, and will be led by Father Edward, with a picnic lunch with parents afterwards.
- Parents evening to be held on Thursday 15<sup>th</sup> July.
- Leavers Fun Day July 19<sup>th</sup>, to include a water fight and other fun activities.
- Parents have been notified about changes to the PSHE (Relationships Sex and Health Education) curriculum and the 3 week consultation process has begun.

### **Transition**

- DH & SG have carried out home visits for the new children who are due to start in Reception in September 2021.
- DH has organised transition afternoons for the new children, these have been very successful and the children have settled incredibly well.
- The secondary school's transition has been very disrupted due to the rising numbers of Covid Cases. MRC's transition events were intended to be face to face but have now been move online.
- SG managed to organise a tour for each child with SEND transitioning to MRC, to aid their transition.
- SG & CW held a transition meetings with the SENDCos of MRC & TPS to share pastoral, safeguarding and learning needs for all the children.
- All children will take part in our transition day (shunt up day) on Wednesday 7<sup>th</sup> July.

### **Christian Ethos**

- Live online worship sessions have continued 3 times a week.
- Leavers Service will be led by Father Edward and Year 6 parents will be able to attend.
- The Year 6 children will take part in the online Diocese Leavers Service.
- We have had our second DVSF Christian Ethos meeting, dates are being set for pupil conferencing to gain pupil's opinions on worship, R.E and Christian Values/Ethos. We were asked to agree on 5 Christian Values in light of the Vision & Values governing body meeting. These values have been used by the working party who are in the process of agreeing the new mission statements, values and vision. Biblical verses are being thought of by the Christian Ethos Committee to go with these values, the working party have agreed a set of statements to explain each value.
- DB is going to organise SIAMS training for SG, PB & RC.

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

- SG led pupil progress meetings with class teachers to monitor the progress of all children within the school and ensure the correct interventions and support in in place.
- End of year standardised assessments in phonics, reading, spelling and maths are currently taking place so we are able to quantify the progress children have made since their return from lockdown.
- Paul Brown has been evaluating teacher assessment data.

### **SEND, PP & Covid Catch Up funding**

- SG will have completed 2 EHCP applications by the end of this term. One child is in Kingfishers class and one child is in Red Kites Class. There will be one more application to write and submit next term for a child who recently joined in EYFS. This should not impact on our funding, as these children do not need 1:1 support but do need a fulltime T.A in their class. I am hoping that the top up funding will enable a fulltime T.A to be available in the classes most of the time.
- Interventions have continued and teachers will be reviewing Individual Learning Plans at the end of this term. Interventions have been put in place for reading, spelling & maths.
- ELSA sessions are still in place for children with mental health needs including anxiety.
- PB has been evaluating the assessment data for SEND and PP.
- SG held a PP & SEND governors meeting at Compton to discuss how PP and END is monitored.
- SG is currently in the process of reviewing the Rogate 2020-2021 PP report and writing the next report for 2021-2022.
- SG is currently writing the Covid Catch Up reports which will detail how the Covid Catch Up funds will have been spent. 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.

### **Pupil Progress & Subject Leadership**

- NR & JC came in to school to observe some of the pupil progress meetings that SH led with each class teacher.
- The meetings showed that most children have caught up with the missed learning due to Covid-19. It is an opportunity to talk about the progress of each child and discuss any barriers to learning.
- 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 this success of this and is actively encouraging more of this.

### **School Council**

- We will be having one final school council meeting, Eco Committee meeting & Christian Ethos Meeting before the end of term.

### **Stay & Play**

- Stay & Play has been a huge success this term. It is held every Thursday in a Covid safe manner and is run by parent volunteers, the bookings are organised by Sam Hughes in the office.
- 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.
- WE are hoping to get at least one more press article in the paper before the end of term. This will hopefully be about the end of term performance.
- Sam also liaises with Lynne Todd to ensure the website is updated with photographs and information. Ed Platt is currently looking into new websites.

### **Community Links**

- Rogate Fun Day 11<sup>th</sup> July- cancelled.
- Mairi Rennie visited Kingfishers Class to talk about local Anglo Saxon History
- Church Links- Edward is delivering weekly Teams worship every Tuesday.
- Stay & Play is held in our hall every Thursday morning.

### **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 have stopped taking children's temperatures in the morning.

### **Staff and Pupil Wellbeing**

#### **Pupil Wellbeing**

- In September bubbles will cease to exist and the children 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.
- Rita carried out wellbeing and safety pupil conferencing with the children.

### **Staff Wellbeing**

- Staff wellbeing is still an area of concern. Workload has been very high this term, with teachers writing reports, carrying out assessment, writing ILPs and continuing to support the children to catch up from their missed learning due to Covid-19.

### **Premises**

- David and Chartwells have agreed for a kitchen Pod to be put into the chair cupboard area in the hall.
- The roof has been taken off the old garage as it had asbestos and needed removing. DB is organising the demolition of the garage.

### **Federation**

- School improvement at Compton is going very well. Visits from the Local Authority adviser were very positive with evidence showing that Compton is now a good school.
- Rogate staff have been able to take advantage of some of the training which has been organised for Compton. This includes writing and next term phonics.
- Joint INSET days are planned for the end of this term and in September. This will include opportunities for joint planning, curriculum training and health & safety and safeguarding training.