



MINUTES OF ROSEHILL INFANT AND NURSERY SCHOOL

FULL GOVERNING BOARD/RESOURCES COMMITTEE

HELD ON TUESDAY 16th JULY 2024 – 5.30 PM START

VIRTUAL MEETING

Present : Karen Clark, Ian Whitehead, Rahma Salah, Maria Fowkes, Sara Tennant, Helen Kelk (Head Teacher), Asia Bibi (Deputy Head Teacher) Lisa Hopwell (SBM), Yasmin Akhtar (Clerk).

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| 1. | <p><u>Apologies for Absence</u></p> <p>Apologies received from Andrea Hewitt – accepted by the GB.</p> | |
| 2. | <p><u>Declarations of Interests</u></p> <p>K Clark – Governor at St James’ Junior School</p> | |
| 3. | <p><u>Minutes and Matters Arising from the last FGB Meeting</u></p> <p>The Minutes were uploaded onto Governor Hub prior to the meeting.</p> <p>The Chair went through the minutes with Governors page by page for any inaccuracies. None recorded.</p> <p><u>Resources Committee</u></p> <p>Actions:-</p> <ul style="list-style-type: none"> • New Governor checks were not completed – we will invite the new parent governor to the first meeting back after Summer. • Educational Visits Policy – venue to be contacted prior to the visit/trip this will be done by the visit leader/administrator. • PFA certificates will be displayed in the staffroom • Health and Safety Update – item on the agenda for this meeting • Buildings Update – Letter was not sent by KC as LH contacted DCC with regards to the fire doors. • Single Central Record – IW will bring in his documents to renew his DBS • Pupil Premium – item on the agenda for this meeting • Attendance – item on the agenda for this meeting. • Well-being – item on the agenda for this meeting. | |

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| | The minutes were agreed and ratified. | |
| | RESOURCES COMMITTEE – I Whitehead – Chair of Committee | |
| 4. | <p><u>Governor Membership</u></p> <p>Membership is all up to date – the new parent governor will be invited to the first meeting back after summer.</p> | |
| 5. | <p><u>Skills Matrix</u></p> <p>Chair asked governors if there were any updates – nothing to add. The skills audit is up to date.</p> | |
| 6. | <p><u>Policies:-</u></p> <p>The following policy was uploaded onto Hub prior to the meeting:</p> <p>Complaints Policy – This is a DFE and DPO policy – there are no change. Governors had read the policy and were happy to ratify.</p> | |
| 7. | <p><u>Finance Update</u></p> <p>LH reported the following:-</p> <p>The Carry forward at last meeting was £18462 but it was reported that now it is £37482 which is a difference of £19020</p> <p>The changes are as follows:-</p> <p>Saved £6344 on staffing (£2351 on midday SUPN and Ni, £285 on admin SUPN and NI, £500 on T/A, £2757 on midday supervisors hours and some minimal amounts throughout the codes)</p> <p>3 & 4 year old adjustment £13,702</p> <p>Increased course costs (Fire/ First aid) £2157</p> <p>Forecasted extra spends of £5,000 on catering</p> <p>Forecasted extra spends on brought in professional services (Maxine) £500</p> <p>Extra 2 year old funding of £7170</p> <p>It was reported that a midday supervisor will be added from September which has balanced due to the saved supply hours - so the financial impact is not noticeable.</p> | |

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| | <p>Current C/F £37,482 Year 1 £14,759, Year 2 £3,373</p> <p>It was reported that the Pupil numbers for September currently are:-</p> <p>Reception 39</p> <p>Year 1 51</p> <p>Year 2 51</p> <p>Currently 62 free schools meals</p> <p>£490 FSM and £820 forever 6 plus pupil premium</p> <p>No further news on the pay rise for support staff</p> <p>Governors were happy with the report provided and had no further questions.</p> | |
| 8. | <p><u>Health and Safety Update</u></p> <p>LH informed governors that the audit took place on 5th June and went well. There were 2 auditors on the day but unfortunately one of them has gone off sick so the report has not been finalised. LH informed governors that the part of the audit that has been scored is outstanding.</p> <p>This item will be discussed at the next FGB Meeting.</p> | Action: Agenda item for next FGB |
| 9. | <p><u>Buildings Update</u></p> <p>LH informed governors that commencement date of 5th or 6th August for works set to be carried out in the holiday – these include:-</p> <p>Replacement tiles, batons and flashing, included priority works to address leaking roof valleys on priority areas of the pitched roof that is in poor condition and passed its designed life span. Works are to prevent further water ingress.</p> <p><u>FIRE</u></p> <p>LH informed governors that she has spoken to the DCC and last week the fire surveyor from property services came out with regards to the actions on our fire plan. Having looked at each door the advice is now slightly different. LH is waiting for the orders to come through and will update the building plan accordingly.</p> <p>Governors will be updated a the next governors meeting.</p> | |
| 10. | <p><u>Staffing Update</u></p> <p>HK reported that M M will be permanent as from September.</p> <p>AM hours extended for another year (18)</p> | |

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| | <p>GB appointed as a full-time TA</p> <p>TA appointment to start in September in Nursery – 4 days a week.</p> | |
| 11. | <p><u>Single Central</u></p> <p>All up to date and has been signed off by the Chair of Governors.</p> | |
| 12. | <p><u>Inventory</u></p> <p>LH informed governors there are no items to be disposed of.</p> | |
| | <p><u>FULL GOVERNING BOARD – K Clark – Chair</u></p> | |
| 13. | <p><u>Sports Premium Evaluation</u></p> <p>HK went through the sports premium document explaining expenditure and the biggest cost will be the grass area where children will be able to develop motor skills. Physical literacy will be continued next year and this will be embedded across all year groups. There is also plan to buy PE kits for all vulnerable children as parents are struggling to provide these. HK reported that we will continue to develop after school clubs and are happy with the provision provided through Derby County Community Trust.</p> | |
| 14. | <p><u>SDP</u></p> <p>The School Improvement Priorities 24/25 were uploaded onto Governor Hub.</p> <p>Quality of Education</p> <ul style="list-style-type: none"> • Revisit the strategy for the implementation of phonics across the school • Continue to develop the 'mastering number' programme to develop fluency in mathematics across the school • Continue to monitor and evaluate foundation subjects <p>To include the application of writing</p> <p>Behaviour and attitudes</p> <ul style="list-style-type: none"> • Continue to embed and develop the strategies used to improve the attendance of persistently absent pupils, those who have low attendance and are late to school. • Improve pupils' resilience and to continue to encourage them to celebrate success and a pride in their achievements. <p>Jo Ward will be carrying out a review on safeguarding/attendance on the 17th September.</p> <p>Personal Development</p> <ul style="list-style-type: none"> • Review the school's distinctive vision, values and ethos as part of a changing community. | |

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| | <ul style="list-style-type: none"> • Make sure our curriculum provision and development of cultural capital continues to: <ul style="list-style-type: none"> • support pupils to develop strength of character to be confident, resilient and independent learners, • provide a wider range of opportunities to nurture, develop and stretch pupils’ talents and interests. • Build upon our high-quality pastoral support, PSHE scheme of work so that all children build strategies to develop positive mental health. <p>Leadership and Management</p> <p>Continue to develop leaders / subject leaders at all levels:</p> <ul style="list-style-type: none"> • Support new subject leaders (Science, Music) • Plan and develop for emerging subject leaders (post-ECT) • Plan and implement leadership CPD through NPQs (RQT, SENDCo) • Continue the Primary Mastery Maths Specialist role and links with the Maths Hub. • Implement and develop a role of lead teachers within each phase. <p>Early Years</p> <ul style="list-style-type: none"> • Monitor and evaluate EYFS provision for 2-year-old, with planned CPD and next steps identified. • Implement the revised progression of skills and knowledge for 2 year-olds • Continue to implement communication and language development as a strategy for improved oracy. • Continued regular planned foundation stage moderation internal and external to ensure judgments continue to be accurate <p>HK informed governors that this is in the same format as the Ofsted requirement– KC asked about the progression shown in writing would it be poignant for school to have this as a target for 24/25? HK informed governors that the application of writing has been added to the targets.</p> | |
| 15. | <p><u>Attendance/Safeguarding</u></p> <p>ST explained that HK and herself had a review of procedures and tightened up all areas escalating the speed 96% get letter equate to days lost learning and if dropped to 90% would all be translated then every 3 weeks HK and ST would meetwith parent under 90% and that would be an interview. Then if still poor then HK would meetwith KC to meet with parents. The positive would be a display in the hall and each classroom to make attendance visual the class trophy was every successful during summer term would be continued in autumn term. Parent s may be asked to sign contract. M Fowkes maybe suggest contract to be signed when starting school so –parents are aware of importance. Maybe an attendance friendly contact drafted for parents and children.</p> <p>Current Year 2 92% and Year 1 88% IW asked Year 1 seems low concerning ST said that there was a lot of SEND and social care engagement and all agencies were trying to support families and children to help with attendance.</p> | |

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| | <p><u>Safeguarding</u></p> <p>1-CP 4 CIN with a Social worker 2 CIN (single assessment) 3 Team around the family support (school and agencies)</p> <p>HK and ST will be monitoring and accessing Safeguarding emails throughout the Summer break and attend meetings if arranged by Social care.</p> | |
| 16. | <p><u>Progress Data</u></p> <p>The pupil progress data was uploaded onto Governor Hub prior to the meeting. AB went through the key points:-</p> <p><u>EYFS</u></p> <p>Rosehill's EYFSP good level of development has decreased by 0.9% from 55.8% in 2022/23 to 54.9% in 2023/24. This is equivalent to approximately the same number of pupils achieving a good level of development in 2023/24 compared to 2022/23. Rosehill's average for the last 3 academic year(s) is 53.2%. 54.9% achieved a good level of development at Rosehill, 12.8% lower than the National average of 67.7%. This is the equivalent of 7 fewer pupils at Rosehill are achieving a good level of development compared to the National average</p> <p>The key concerns following Summer End Assessment are:- The percentages shown are from last year's data compared to this year's data All areas are lower this year with the following biggest drops: Communication and language has dropped from 72,1% to 60% PSE has dropped from 76% to 62% Physical development has dropped from 79% to 66% Understanding of the World 72% to 58% School groups data for this year – Boys are massively underperforming in writing with boys 8/28 - 28.6% and girls 18/22 - 81.8% working at ARE Boys are massively underperforming in writing with boys 11/28 - 39.3% and girls 17/22 - 79.5% working at ARE This is due to 7 new starters in Reception who came to school with no previous schooling. There are 10 children working significantly below ARE and have a ASD diagnosis or are waiting for one. SPOAs have been completed for all 10 children. There are 11 children on the SEND monitoring cycle.</p> <p>Actions for the New Academic Year Focus on all prime areas particularly communication and language in all class provision as this is impacting on all other areas of learning such as UOW and EAD.</p> | |

Make more use of outdoor area to develop gross skills. Provide daily opportunities to develop finer motor skills in class. Making these opportunities cross curricular as much as possible.
Activities to interest and engage the boys to narrow the gap.

Year 1

Key Concerns following Summer End Assessment – Reading

Only 43.5% children working at ARE

Disadvantaged children are the highest underperforming group in all areas
11 new Year 1 children have started in Summer 1 and summer 2 with no pre schooling and working PKF

Actions for the New Academic Year

Focussed individual reading with new children

Early phonic games and early communication and language games

Key concerns following Summer End Assessment - Writing

Only 43.5% children working at ARE

Disadvantaged children are the highest underperforming group in all areas
11 new Year 1 children have started in Summer 1 and summer 2 with no pre schooling and working PKF

Actions for the new academic year

Focussed handwriting and name writing with new children

Early phonic games and early communication and language games

Colourful semantics

Key Concerns following Summer End Assessment – Mathematics

Only 43.5% children working at ARE

Disadvantaged children are the highest underperforming group in all areas
This is due to 11 new Year 1 children have started in Summer 1 and summer 2 with no pre schooling and working at PKF

There are 7 children on the SEND register and 5 children on the monitoring register. This year 6 SPOAs have been completed and 1 child has an EHCP, 2 children diagnosed with ASD

Attendance in Year 1 is a concern.

Actions for the New Academic Year

Mastering number programme incorporated into timetable and delivered effectively 4 times a week

Fluency recall activities

Staff meeting with staff on fluency and how it is developed in classrooms

Year 2

Key concerns following Summer End Assessment - Reading

Reading at Rosehill has increased from 59% 2022/23 to 62% in 2023/24.

Actions for the New Academic Year

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| | <p>Focused individual reading with new children Pre key stage reading skills in small groups with NB when children are in Year 2 – Possible use of Talk Boost Early phonic games and early communication and language games</p> <p>Key concerns following Summer End Assessment - Writing Writing at Rosehill has decreased from 53.2% 2022/23 to 48% in 2023/24.</p> <p>Actions for the new academic year Focussed handwriting and name writing with new children Pre key stage reading skills in small groups with NB when children are in Year 2 – possible use of Talk Boost Early phonic games and early communication and language games Colourful semantics</p> <p>Key concerns following Summer End Assessment - Mathematics Mathematics at Rosehill has decreased from 63.8% 2022/23 to 62% in 2023/24. Writing has decreased from 53.2% achieving ARE last year to 48% children achieving ARE this year. There have been 8 new starters with little or no pre schooling. 4 children have an EHCP in Year 2. 5 children have completed SPOAs and are waiting for an outcome of the SPOAs.</p> <p>Actions for the new academic year Mastering number programme incorporated into timetable and delivered effectively 4 times a week Fluency recall activities Staff meeting with staff on fluency and how it is developed in classrooms</p> <p>Governors will continue to monitor the progress data and thanked AB for the report.</p> | |
| 17. | <p><u>Well-Being of Staff and Children</u></p> <p>HK informed governors that even though everyone including staff and pupils were very tired the feedback from parents end of term graduation and reports was very positive.</p> <p>School will continue to monitor well-being for staff and children</p> | |

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| 18. | <p><u>Governor Monitoring Schedule/Training</u></p> <p>Monitoring forms have been uploaded onto Governor Hub</p> <p>The new monitoring schedule will be uploaded in September.</p> <p>KC bad time to monitor will focus in September on areas they are responsible for.</p> | |
| 19. | <p><u>Correspondence</u></p> <p>Nothing to report</p> | |
| 20. | <p><u>Date of next Meeting</u></p> <p>New Planner has been uploaded onto Governor Hub</p> <p>The next FGB meeting is on the 8th October 2024 – 5.30 pm at school.</p> | |
| 21. | <p><u>Determination of Confidentiality of Business</u></p> <p>No Items</p> | |
| 22. | <p>What difference this meeting has made to our pupils:-</p> <ul style="list-style-type: none"> • New staff appointments have the necessary skills and experience to ensure the children get quality teaching. • Sports premium well be spent to ensure physical and mental health development. • The re-focus on vision and values supports the clarity of what Rosehill is aiming to provide to the children and their community. • The priorities are accurate in addressing how to improve the areas of focus in children’s learning. • The detailed plan for September to escalate attendance procedures will ensure robust procedures are in place and this will improve the attendance. • Parent’s feedback states that they truly feel a partner in school and feel valued and confident to support with their child’s home learning. | |

Meeting concluded 6.50 pm