Steering Group Members:

C. Sidebottom – RRSA Leader (HLTA), R. Valentine – School Officer Manager, M. Cooper – Head, Beatriz – Yr4, Isaac – Yr 4, Ethan – Yr 3, Liana – Yr 3, Libby - Yr 5, Michael – Yr 5, Enkeled – Yr 5 **(All Present)**

Steering group were introduced to the RRSA and all members agreed to the commitment of the group.

1. Group were introduced to the idea of children rights by CS

2. A discussion took place about what rights/responsibilities are and how our group will develop areas of school such as class rules.

3. CS explained what key jobs the group will be taking on: leading assemblies, developing school displays and working on the school action plan etc

4. A discussion took place on how our school can show respect to each other. CS also shared ways to find children's right within every school lessons and how these could be recorded.

5. ROC – The checklist was distributed and each area discussed to see how we as a school are progressing to achieve the actions. Michael raised the issue of evidence and what this might look like. CS explained that she would collect the evidence and the group would need to know all the work we are doing.

6. The baseline audits for both children and staff were given out. The key questions were looked at. The audits were explained by CS as a tool to see where the school is at the beginning of the project and they will be repeated later to see our progress. It was agreed that…
   - Michael, Enkeled, Isaac and Ethan would inform staff on 25-1-16 at 2.45 about the audits and ask for them to be returned by 29-1-16 to RV.
   - KS2 would complete 1 per child
   - KS1 would complete 1 per class

7. Actions
   - take photos for board – MC
   - staff message for 25-1-16 meeting – Beatriz
   - 2nd display to begin – CS/Children
   - CRC pocket books to be read – All
   - Log books to be created for lesson evidence – CS
   - Baseline audits to be completed – All staff/children

8. Date of next meeting – Tuesday 2nd February 2016, 12.30pm (Inclusion room)