

MINUTES OF THE ST JOHN'S SCHOOL GOVERNANCE COMMITTEE
MEETING HELD ON WEDNESDAY 12 JULY 2023

Attendees	
Lt Col P Francis (PF) Mrs J Dowlen-Gilliland (JDG) Mr C Guyton (CG) Mrs P Demetriou (PJD) Mr R Edwards (RE) Mr R Roberts (RR) Mrs C Turner (CT) Mr M Wilson (MW) Ms N Robertshaw (NR) Ms T Chilman (TC) Mr P Dakin (PD) Mrs J Heydon-Wells (JHW) Mrs E Ballard (EB) Mr D Donaldson (DD)	Chair Vice Chair Acting Headteacher Secretary to SGC Finance Sub Committee Lead Support Staff Rep Staff Wellbeing Sub Committee Lead Attendance Sub Committee Lead Teaching Staff Rep Parent Rep Episkopi Parent Rep Episkopi Independent Rep Episkopi Safeguarding Provision Sub Committee Lead School Improvement Advisor, DCS
Apologies	
Mr S Haggarty (SH)	Student Mobility Sub Committee Lead

Ser	Agenda Point	Comments	Actions
1	Welcome and opening remarks by Chair	<ul style="list-style-type: none"> ■ PF opened the meeting at 1000 hrs and welcomed everyone present. ■ PF advised that to improve communications for the SGC that a shared IT system is currently being worked on. PF to feedback to the SGC when this is ready to use ■ PF updated the governors from the previous meeting that DCS are in agreement with our concerns and many of these are also being experienced by the other MOD Schools. It has been decided to form a Whole Island SGC of all Headteachers and Chairs to help further improve communications with DCS. PF will report back to the SGC following the first meeting in Sep 23. ■ PF reported that a Service Level Agreement is currently being worked on by DirOB and BFC HQ regarding Cyprus Sixth Form provision. An update will be provided in due course. ■ PF advised that all governors and several VIPs have received an invitation to our School Open Morning to be held on 19 Sep 23. PF thanked them for their support with this event to showcase St John's School and to explain our ethos, values, progress and aims for the future. 	<p>PF</p> <p>PF</p> <p>PF</p> <p>All</p>

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2	Reflections upon AY 22/23	<p><u>Safeguarding Provision</u></p> <ul style="list-style-type: none"> ■ CG advised that him and Kate Parkinson, DSL, have gone through the last safeguarding review action plan. DCS will come to do a review of safeguarding practices in the autumn term. Also, we will have an HMI Consultant visit planned in Nov 23. CG explained that KP was appointed as DSL mid-year to replace Alex Kerr and this will continue to be a non-teaching role in future. ■ CG reported that DCS have unfortunately still turned down permanent TLRs for our temporary Pastoral Leaders. ■ RE asked if these posts are funded by DCS then why can they not be approved? DD said that the Civil Service recruitment freeze is also affecting this. ■ RE announced that LEC posts are outside of this recruitment freeze and can continue to be funded. ■ RE and JHW asked why Andy Yeoman was not in attendance at this meeting when this had been requested to answer our questions as he is on island? PF replied that AY could not attend today due to other commitments but had a scheduled meeting with him on Thursday instead. PF agreed to pass on the SGC's concerns to AY then. ■ CG advised that from Sep 23 all behaviour concerns will go on to Bromcom instead of on to MyConcern. DCS have given permission to relaunch a new QR code linked directly to MyConcern for students to report concerns anonymously. ■ EB questioned just how anonymous reporting is on MyConcern via QR code? CG to check and report back to the SGC. <p><u>Attendance</u></p> <ul style="list-style-type: none"> ■ CG reported that attendance is currently 95%, significantly higher than last year. The goal next year will be for 96% attendance, in line with government expectations. ■ EB said that one of the problems affecting attendance is student absence caused by the medical appointments system. CG replied that unfortunately we cannot do anything about this. ■ CG announced that students in KS3 and KS4 with excellent attendance have been rewarded with an end of year school trip to the Water Park. <p><u>Educational Offer</u></p> <ul style="list-style-type: none"> ■ CG stated that we will continue to build upon the good progress this year, still using Assessment for Learning, broadening our quality assurance approach, ensuring strategically, putting in the architecture of a good school to make further improvements. 	<p>PF</p> <p>CG</p>

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2	Reflections upon AY 22/23	<p data-bbox="544 147 794 181"><u>Community Pride</u></p> <ul style="list-style-type: none"> <li data-bbox="544 185 1289 398">■ CG reported that the school has been engaged in a wide range of activities this year to help improve our relationship with Akrotiri and the BFC community. PF added that he is helping to try to get people of influence in BFC to be aware of St John's School and our objectives. 	
3	Strategic Planning for AY 23-24	<ul style="list-style-type: none"> <li data-bbox="544 405 1294 663">■ CG reported that due to the current recruitment freeze DCS have confirmed that we cannot actually replace our full-time UKBT English Teacher post yet. However, CG said that he will ask for any expression of interest from our current Supply Teachers to cover this post temporarily until we can recruit and appoint a full-time English Teacher. <li data-bbox="544 667 868 701"><u>School Self Evaluation</u> <li data-bbox="544 705 1289 954">■ The SEF was shared with the governors last week for familiarisation. CG explained that we grade ourselves against the Ofsted framework for each of the headed areas. The SEF is a really important plan for the school to work towards. CG added that there is still more work to be done with our SEN and More Able students, however. <li data-bbox="544 958 1262 1104">■ CG reported a significant improvement in the curriculum and our educational offer although said there is still a lot of work to be done for our curriculum, an on ongoing process. <li data-bbox="544 1108 1281 1211">■ CG said he needs another 12 months to embed our curriculum, for our quality of education to be consistent across the school. <li data-bbox="544 1216 1286 1321">■ JDG asked if the SEF can be checked independently to be approved, to avoid the potential for unconscious bias. <li data-bbox="544 1326 1235 1429">■ DD advised that he is involved with this and said that the 2 secondary schools do regular peer reviews for each other. <li data-bbox="544 1433 1270 1615">■ CG said that he is looking forward to Helen Reeve, HMI Consultant, to conduct external scrutiny of the school in the autumn term. PF said that unfortunately this visit got delayed but it will definitely happen early next academic year. <li data-bbox="544 1619 975 1653"><u>School Improvement Priorities</u> <li data-bbox="544 1657 1289 1803">■ As far as behaviour and conduct are concerned, CG said that some improvements needed to be made. There has been a 3 year decline in poor behaviour and an increase in fixed term exclusions. <li data-bbox="544 1807 1150 1910">■ Ofsted parents' views are collated from questionnaires given to parents at Parents Evenings. <li data-bbox="544 1915 1289 2123">■ CG advised that in the UK there is a statutory obligation to record incidents of racism, homophobia, discrimination and abuse. Although we are not in the UK, there is no obligation to record this information but it is school policy to record it on MyConcern anyway. 	

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3	Strategic Planning for AY 23-24	<ul style="list-style-type: none"> ■ TC suggested that maybe there has actually been a decrease in incidents. ■ CG reported that our Fijian students recently asked if they could deliver a whole school assembly regarding racism, particularly through banter, and this was very successful. ■ CG advised that although careers advice is a statutory requirement in the UK, this provision was not so good in BFC unfortunately last year. <u>School Improvement Priorities</u> ■ CG discussed our school priorities which are the same as last year but with an extra focus on inclusion, recommended by Richard Sproson, Headteacher at King Richard School. <u>School Values</u> ■ CG announced that the new school values are now Integrity; Commitment and Respect. They are all also included in the SIP. <u>Education Strategy</u> ■ CG introduced Stephen Dixon, who has just been promoted to Deputy Headteacher, to the governors. SD said that we are at the top of requiring improvement and need a curriculum that is right for our particular students, our school. SD is trying to write a Curriculum Intent for the whole school. SD stated that we trying to go back to basics, getting the students the best education and grades they can achieve and produce nice students with good values. ■ SD said that we want to get curriculum leaders to plan ahead and to provide termly feedback, working on curriculum vision and context. ■ SD stated that some students will produce a video for each subject and that these videos will be uploaded onto a new section of the school website. ■ SD advised that on 6 Oct 23 he has arranged a CPD session with Primary School colleagues invited in to school to work together, to try to find out what the Y6 students have been working on before, to try to ensure there are no dips in student work. ■ SD said it has also been good sharing knowledge with King Richard School to discuss curriculum intent. ■ SD said that now we have our new core values and our new pedagogical wheel in the Headteacher's Report to help us decide what they actually mean in our lesson time. For instance, deciding what does 'Respect' look like in your classroom? SD added that we want our students to understand what our core values actually look like and how they can be demonstrated in the classroom by the students. 	

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3	Strategic Planning for AY 23-24	<ul style="list-style-type: none"> <li data-bbox="507 152 1294 398">■ CG introduced Marina Lea, Head of Creative Faculty, to the governors. ML said that her faculty focus is to create an intent, joint faculty vision, work out the curriculums for all subjects in this quite large faculty, department intent and staff safety. Her success criteria are time, trust, consultation, whole school focus and staffing, <li data-bbox="507 409 1294 656">■ ML said that it is very important for the SLT to trust their middle leaders. It is also important to visit our counterparts in the same focus at KRS. ML felt that the SLT are very clear about faculty expectations. ML also was pleased to have been involved with the whole recruitment and induction process of employing a new Teacher for her faculty. <li data-bbox="507 667 1294 1171">■ ML confirmed that Creativity, Confidence and Quality are the values inbedded in the whole faculty and are on display throughout. ML reported that in Creative they have taken all of the necessary national curriculum skills and have done skill mapping for all of the subjects. ML added that as some students have not studied some of her faculty's subjects before, eg Electronics or Food, they have been given an opportunity to have personalised learning. The curriculum very much reflects who our students are. Also, a curriculum rationale has been produced for every subject and year group, ML said that this idea originated from how can our curriculum be specific to our cohort? <li data-bbox="507 1182 1294 1641">■ ML added that a lot of unwanted and unnecessary stock and equipment from her faculty has now been disposed of. Also ML has been doing risk assessments, improving incident reporting and sharing H & S rules and regulations with the students. The Creative faculty has also had a DCS H & S inspection and they have made really positive and productive progress. Also our new D & T Teacher attended some relevant training in the UK prior to recently taking up post. ML said that the next steps will be instilling their intent, developing assessment and use of data. ML ended by saying that intervention is a strong part of her faculty. <li data-bbox="507 1653 1294 1832">■ CG said that what ML has articulated at this meeting today, all of our Middle Leaders have all gone through the same process with their faculties. Constant practice, constant refining ensures improvement and progress. <li data-bbox="507 1843 1294 2076">■ NR discussed the role of assessment at St John's School. NR said that SATS Tests from Year 6 are used to judge how students do in their GCSEs. CATS Tests are used to measure ability/intelligence. Fischer Family Trust Tests are used for targets of GCSEs. NR advised that Pathway Tests show progress from KS2 using the same flight path. 	

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3	Strategic Planning for AY 23-24	<ul style="list-style-type: none"> ■ NR advised that in terms of KS3 assessment, the banding is quite wide. At KS4 and KS5 assessments will have to gauge which target band the student is operating in. NR added that each subject will have at least 3 summative assessments each year, with the key reporting dates being just before Christmas, Easter and summer. ■ NR announced that from Sep 23 we will be rolling out a new assessment system. All students will have a challenge target grade based on previous data (Fischer Family Trust 20% rounded up). Also Y10 will have proper, formal style exams at the end of the summer term and Y11 will have mock exams at the end of the autumn term. Y10 will also have an exam results day when they will collect their results in an envelope and this will all be taken seriously. ■ NR advised that a data cycle will be completed 3 times per year. Data will be collected, analysed and a review meeting will be held with the Head of Faculty and Extended SLT. Strategies and actions will follow this. At KS4 students will have individual targets for each subject. Data will be used to help make improvements, to look at successes and to identify where improvements can be made. They are not binding but can be adjusted where necessary. NR added that we are always focussing on the outcomes and how we can improve. ■ CG said that all stakeholders at St John's School have been involved with this and have been helping to make the school fit for purpose. ■ JDG asked if targets could change after each summative assessment? NR confirmed this. ■ PF said that useful data helps to pick up those students who need more help. ■ CG added that these new assessments are more helpful for students moving to other schools. 	
4	General Questions and Discussion	<ul style="list-style-type: none"> ■ JDG said that a lot of the work of the sub committees seems to overlap and thinks that perhaps we could amend these. CG and PF to reflect on these for Sep 23. ■ EB asked PF if he had heard from DCS yet regarding a new safeguarding review? PF replied that he had not heard about this yet but has a scheduled meeting with Andy Yeoman on Thursday. ■ JDG said that we are right behind PF and CG to move on from this. ■ CT apologised for not being able to provide a Community Pride sub committee report this time. ■ CT asked DD the if there has been any news regarding the LEC Pay Review for LSAs and other support staff? DD replied that DCS are supporting this. 	CG/PF

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4	General Questions and Discussion	<ul style="list-style-type: none"> ▪ EB said that if we don't do another Safeguarding Review that she will step down from her role as governor. ▪ JHW reported that DD has replied to her queries regarding Educational Offer and said that communication with DCS is very important for the SGC. ▪ JHW asked PF if he had received any clarification from Andy Yeoman yet to ascertain when he can come to take part in an SGC meeting to answer the governors' questions? PF replied that AY has not yet replied regarding this. ▪ PD congratulated the school for the very successful graduation ceremony and prize giving evening held at Akrotiri this year for the first time. PD said that he would like to also see awards for particular subjects too, as done in the past. ▪ CG advised that our Pastoral Manager post is going through the JEGS process to try to upgrade it from an LEC to UKBC status. 	
5	Proposed SGC Meeting Dates AY 23-24	<ul style="list-style-type: none"> ▪ All of the proposed dates were confirmed for next academic year. PJD will send out invitations for these SGC Meetings in due course, the first meeting taking place on 11 October 23. PF asked governors to please feed through to PJD regarding proposed agenda points. 	PJD All
6	Closing Remarks by the Chair	<ul style="list-style-type: none"> ▪ PF said that this academic year has been a year of building blocks. We still need to develop closure for things that need to finalise, eg the last safeguarding review. PF asked for all individuals who can support CG to please continue to do so as much as possible. ▪ PF asked PJD to send out an email to all governors to ask if they would like to continue on the SGC next academic year. If anybody would like to resign, PF said that any recommendations for new governors would be most welcome. 	PJD