

# Prospectus





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# Welcome

I am pleased to welcome you to the Federation of St John's and King Richard Schools. We are two small but vibrant secondary schools serving the military community in British Forces Cyprus/Sovereign Base Area; an Overseas Territory, administered on behalf of the Crown through the Ministry of Defence that equates to about 3% of the landmass of the island of Cyprus. St John's (SJS) and King Richard Schools (KRS) have served the British Military Community in Cyprus with passion, integrity and distinction for over 60 years and we are proud to continue to do so into the 21st century.

We have wonderful facilities in first-rate school buildings which overlook the Mediterranean sea in Episkopi (Western Sovereign Base Area) and Dhekelia (Eastern Sovereign Base Area). With such excellent learning conditions we expect and achieve excellent results. The progress achieved by our students from Key Stage 2 to Key Stage 4 is exceptional.

The dedication of our UK trained teachers and locally employed support team, personalised approach, excellent facilities and class sizes (that are very small by UK standards) help us to ensure that students make the best possible progress and are happy and well cared for.

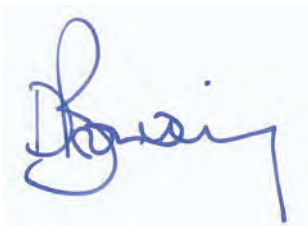
As a Ministry of Defence school we are used to high levels of student mobility and make it our aim to personalise our curriculum as far as possible to ensure success for all. In addition to children from Service families, we also have some fee paying students who join us from the local Cypriot and ex-pat communities. We have a 'Mobility Assistant' at both schools whose role is to guide you through the application process and welcome you to our school for a visit or on your first day with us. Whether you are entitled to a free place or wish to join us as a fee paying student, details can be found on our website about the application process.

Our aim is to ensure that learning is outstanding in every lesson, every day, and underpinned with a strong belief in our core values. All staff and students embrace our values of Excellence, Learning and Leadership and we know that it is these qualities that will help them be resilient, successful, aspirant and responsible in their lives whilst living in Cyprus and beyond.

We are part of MOD Schools which is a department within the Directorate for Children and Young People (DCYP) in the UK Ministry of Defence. We also work with a number of other schools and organisations, both in the UK and Cyprus, in order to offer

our students the best possible experience academically and through our rich extra-curricular offer; please read on to find out more details.

Do not hesitate to contact us if you would like to learn more about our amazing schools.



**Mr Dan Browning BA (Hons),  
PGCE, NPQH, PCPS, FCMI**

*Executive Principal, St John's and  
King Richard Schools Federation*

“We have served  
the British Military  
Community in  
Cyprus with  
passion, integrity  
and distinction  
for over 60 years.”



# Our Vision

## **Mission Statment:**

**‘We are a unique community where learning and leadership ensures excellence for all.’**

We are unique in that we are the only two enduring Secondary Schools run by the Ministry of Defence for service children. Our community is enriched by children from service and civil servant families as well as fee paying students who are drawn from UK and European ex-pat backgrounds as well as the local Cypriot community. We provide amazing learning opportunities inside and outside the classroom; making the most of our excellent facilities and all that the island of Cyprus has to offer. Our House System, extra-curricular programme and Pupil Leadership Team exist to develop leadership. In every lesson, every day we aim to develop learners’ passion and resilience, to ensure all can excel.

## **Our Aims**

- To have outstanding learning in every lesson every day
- To inspire responsibility, respect and enthusiasm in all

- To provide a personal curriculum, that ensures all can thrive
- To provide the tools to lead with confidence within a caring community
- Empower and challenge all to achieve their full potential

## **Our Core Values**

### **Excellence**

- Be the best that we can be
- Respect others and do what is right
- Take pride in yourself, your work and your environment
- Make a positive contribution to the community

- Be friendly, welcoming and helpful

### **Learning**

- Excellent behaviour for outstanding learning
- Fully engage and try difficult things
- Be organised and meet deadlines
- Seek and act on feedback
- Try your best in all that you do

### **Leadership**

- Team work and cooperation
- Listen to others and make thoughtful decisions
- Seek responsibility
- Use initiative
- Be a positive role model



# Admissions

If you are considering sending your son or daughter to join us, we would like to assure you that as a school primarily established to serve the needs of a highly mobile military community, we are experts in ensuring that children settle quickly in our positive and supportive school community. Our Learning Leaders and tutoring system give targeted attention to all of our students and our curriculum, in most cases, has the flexibility to be able to respond to individual needs.

Children of military personnel are entitled to free places once Educational Clearance has been completed. We also accept some fee paying students from the wider community. If you are considering sending your son/daughter to us as a fee paying student, in the first instance, please contact our Mobility Assistant (details below and on our website), who will talk you through the process, including security checks and MASO assessment.

Each of our schools has a Mobility Assistant whose role is to ensure that your son/daughter transfers to us with the least possible impact on their continued education. If we can help in any way, please let us know.

Please contact the school at the earliest instance, either by e-mail or phone if you would like a place:

**School Admissions Officer**  
[admissions@stjohnsschoolschoolcyprus.com](mailto:admissions@stjohnsschoolschoolcyprus.com)  
 Tel: +377 24 74 8348

You will then be e-mailed an Initial Contact Form and a copy of the SCE Admission Form - please complete and return as soon as possible.

The MOD has introduced a new Admission System - MOD Assessment for Supportability Overseas (MASO). This requires that certain information must be supplied by the parent and the prospective students' current school before a Certificate of Educational Clearance can be issued, and a place offered. Students cannot start school without this.

Once the Certificate of Educational Clearance has been issued it must be forwarded to the Families Section:

**Email:**  
[DESLCSMSS-FAMSEC-GROUP.UK@mod.uk](mailto:DESLCSMSS-FAMSEC-GROUP.UK@mod.uk)

**Or by post to:**  
**Families Section**  
**Movement Support Services**  
 Cedar 3A  
 Mail Point #3338  
 MOD Abbey Wood  
 Bristol  
 BS34 8JH

Contact us when you have your flight confirmed, so we can book you an appointment to come into school for your child's Induction, complete the admission process, have a tour of the school and purchase uniform.

If your child has any SEN requirements or a disability you will need to contact Children's Education Advisory Service (CEAS). Further information about CEAS is available:

[www.gov.uk/guidance/childrens-education-advisory-service](http://www.gov.uk/guidance/childrens-education-advisory-service)

**Children's Advisory Service (CEAS)**  
 Civ: +44 (0)1980 618244  
 Mil: 94344 8244

**Email:**  
[DCYP-CEAS-Enquiries@mod.uk](mailto:DCYP-CEAS-Enquiries@mod.uk)

# Our Learning Environment

We are exceptionally well resourced in all areas of the school. We have recently benefitted from a full technical refresh, meaning that all computers and interactive whiteboards have been renewed with an enviable computer to student ratio of 1:1. Additionally, all students in our 6th Form are given a school iPad for use in lessons and at home to support their learning.

Our Design, Technology, Music and Art learning areas are brilliantly equipped with the full range of machinery and equipment: with cutting edge technology such as 3D printers and iMac Computers. All classrooms in the school have recently been refurbished as have all outdoors areas, with the addition of new social seating, outdoor table tennis and table football. For Physical Education, we use the extensive sporting facilities in BFC sited close to the school; including running track, grass football and cricket pitches.

We also have our own swimming pool, weights and cardio room, tennis courts, squash court and two indoor multi-use sports halls. Our school hall (500 seat theatre and cinema) and outdoor amphitheatre are used for assemblies, drama productions, awards evening and station-wide musical events.

We all take enormous pride in our excellent learning environment; our students and staff are friendly, welcoming and helpful and we foster a strong sense of belonging and growth mindset.

## School Uniform

We understand that service children may only be with us for a short period of time and for this reason we have ensured that our uniform is significantly cheaper than the UK average. We have also ensured that our uniform is befitting the climate in Cyprus.



We no longer have summer/winter uniforms. It is up to parents and students which items from the agreed list they wear throughout the year. Our only stipulation is that the items chosen are from the agreed list, within our Uniform Policy and are worn appropriately so that our students look smart and professional at all times. Our Uniform Policy and details of where it can be purchased are available on our website.





# The School Day

With the notable exception of a much earlier start and finish, relative to the UK, and the absence of lunchtime, a typical day here is very similar to that of any school.

Tutorial time begins at 0800hrs. This 15 minutes is spent with the student's Form Tutor, who sets the scene for the day with uniform, equipment and homework checks being the routine, interspersed with school assemblies and a discussion of the Theme for the Week.

This is followed by two 1 hour long lessons. First break (25 mins) is after this and for most students this is the equivalent of lunchtime back home. Our Snack Shack sells a range of healthy hot and cold snacks at very reasonable prices or students can bring their own food.

Two more lessons separate first from second break. Second break is 25 minutes long and is a good time for the students to enjoy a range of additional activities on offer, for example football, basketball, table tennis, board games or homework clubs.

One more lesson separates this break from the end of the main school day at 1400hrs. There are always a range of after school clubs and activities.

The after school activities change term by term, season by season, so a full and up to date list is published each half term. Examples might be: swimming, Duke of Edinburgh Award, Model United Nations, football (we are part of a local league for Cypriot International Schools), cricket or knitting! If students come to school using the school bus, a late bus is provided so that they can attend after school clubs and activities.



# School Curriculum

The curriculum at St John's School is balanced, relevant and personalised, ensuring progression and continuity for every student.

Our central purpose is to ensure that all children achieve the highest standards of which they are capable. These standards apply to all that they do, whether in the classroom, on the sports field, in concert, on stage, or in the extensive range of other opportunities we offer to students at all stages of their education.

All our learners are encouraged to pursue excellence; develop a love of

“I came from a school where the GCSE exam boards were different but St John's School created a curriculum where I could continue with these and I did really well.”

learning and to work to the best of their ability. This is underpinned by our motto 'Excellence, Learning and Leadership'. We want all our learners to take responsibility for their own learning, set themselves high standards, and develop good learning habits. Everyone should think about how they learn, how to solve problems and how to make decisions and develop a growth mindset.

Curricular provision is based on a two-week timetable consisting of 50 one-hour lessons.

## Years 7-9

On entry to St John's School students are placed in a mixed ability tutor group. For the majority of their lessons they are taught in such groups, but in the core subjects of Maths and English, learners are set according to ability. These years are focussed on igniting a passion for learning and laying the foundation for success in GCSE.

## Years 10 and 11

We offer a more personalised curriculum at Key Stage 4 enabling everyone to find the combination of courses which complements their interests and talents. The curriculum at Key Stage 4 is more personalised ensuring that all our students have access to a range of courses that best suits their individual needs and provide encouragement to continue their education beyond the age of 16. Our

learners have the opportunity to choose from a range of GCSEs and BTEC courses, and are able to access the advice of the independent careers adviser to assist in their choices. In addition to their chosen options, most students have to study GCSE English Language and Literature, a Modern Foreign Language, History or Geography, Double Science and Maths. Non examination courses such as Core Physical Education and a programme of lessons supporting their Social, Moral, Spiritual and Emotional (SMSC) development are also followed by all students.

## Sixth Form

For a small school, St John's School is able to offer a wide range of courses to include 15 'Level 3 subjects (A Levels AS and BTECs), Level 2 (GCSE equivalent) BTEC courses in Health and Social Care and Public Services, English and Maths GCSE resits as well as a range of NVQs in partnership with Vocational Training Qualifications (VTQ) on the station. We try to be as flexible as possible allowing students to choose any mixture of A-Levels, GCSE Level 2 qualifications and NVQs that are appropriate for them. This will be determined in an interview with parents, students, Head of Sixth Form and our independent careers adviser.

Our aim is to help each individual student succeed in their aspirations





and achieve their best possible exam results. This is achieved through having a staff of highly dedicated and enthusiastic teachers together with small classes where students can receive individual help and

attention. The atmosphere in the Sixth Form is friendly and informal but with a high level of expectation. Regular homework and examination practice, closely monitored by teachers, is balanced by a growing

range of extracurricular and enrichment activities such as our Higher Education and careers visit to the UK or involvement with the Mediterranean Model United Nations.







# Excellence: Achievement

We expect our students to be respectful, take pride in their work and themselves, make a positive contribution and always be friendly and welcoming. Our students are encouraged to develop a growth mindset; we believe that every young person has strengths and areas that can be further developed. We encourage open dialogue between staff and students, both written and verbal, that allows students time to reflect on their next steps. We feel that working hard does not make you vulnerable, but makes you smarter. Our message is clear; if you want to change the world, start with yourself.

All students are part of one of our cross-Federation Houses; **Apollo or Poseidon.**

Students in all year groups are awarded ePraise points for demonstrating Excellence, Learning and Leadership which they can exchange for prizes in our online ePraise Shop. All personal rewards also count against the total for their whole House. Students may also be given awards in our Presentation Evening at the end of the year that is attended by our Chair of Governors and Commander British Forces Cyprus.



“I love being a student at St John's School because it helps me be the best that I can be.”

# Learning: Academic Success

Students at St John's School are expected to be fully engaged and try difficult things, be organised, seek and act on feedback and try their best in all that they do.

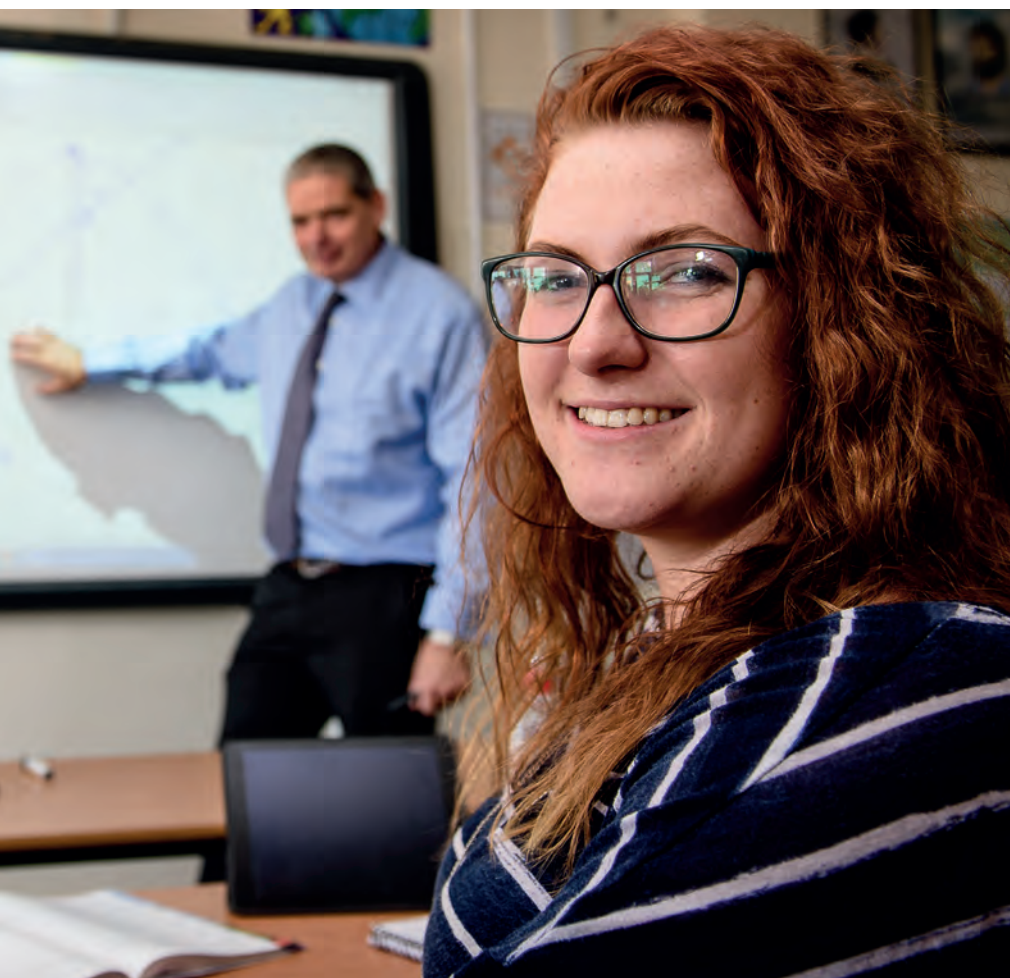
We report progress to parents in three written reports per year, plus parents evenings. However, as a small school, we are able, and very happy to discuss progress with parents at any time. Our Special Educational Needs

Co-ordinator and the Pupil and Family Services team will work with you if your child needs additional support (within the MASO framework). Students in Years 7-9 follow the National Curriculum for England and Wales and are assessed using our 'Pathways System'. When a student enters KS3 they are placed on an Assessment Pathway. We use KS2 scores, the data from the CAT tests (which all students sit on entry), and any other relevant

information from a student's previous school to decide which pathway a student should follow.

KS3 assessments in all subjects are designed to challenge students on the pathway that they are working on. Students are encouraged to use the 'Assessment For Learning' criteria, which is underpinned by Bloom's thinking skills, to achieve their potential and beyond. We have designed our assessment model with a 'growth mindset', believing that all students can achieve their full potential - given the correct support, opportunity and challenge to do so. More details and a leaflet for parents can be found on our website.

Our GCSE and A-Level results are excellent (the most up to date results can be found on our website). Our students enjoy very small class sizes, with fantastic facilities underpinned by engaging and interactive teaching strategies that are designed to intellectually stretch and challenge. Our teaching staff are given access to the best possible continued professional development to ensure that we are up to date with the latest developments in Teaching, Learning and School Leadership. Our work is supported by MOD Schools, SSAT and a host of other UK and international organisations. We are also a member of the prestigious 'Leading Edge' group of outstanding UK and international schools.







# Leadership: Activity and Opportunity

We believe in developing the whole child and as such we offer an excellent range of activities and opportunities. Teamwork, decision making, responsibility, initiative and being a positive role model are developed in timetabled lessons, but also through our activities programme. Our activities offered are always changing as we seek to meet the interests and needs of our students. But here is a flavour of what we currently offer:

Trampolining, League football, gymnastics, hockey, film club, team building, Swimming, Singing Group (who recently performed with Tony Christie and a number of X-Factor winners), CMS Band, Drama Productions and we are currently working to establish a Combined Cadet Force (CCF) based in school.

Students can also learn to play an instrument with tuition from Cyprus Music Service (CMS), part

of MOD Schools. The CMS band brings students together from KRS and our feeder Primary Schools and performs at school functions and Station events.

We take a large number of educational visits both in Cyprus and the UK. For example, all of our 6th Form students are offered the opportunity to go to England for a week of careers and university experiences. We run a Ski Trip for students from the Federation and have taken expeditions to Kenya. Also, we arrange a number of academic and sporting activities in partnership with our feeder Primary Schools in which our students can develop their leadership skills.

Our older students are encouraged to put themselves forward to be interviewed to achieve the prestigious role of Head or Deputy Head of House. They have responsibilities relating to the leadership, organisation and fundraising activities of their House. The elected Pupil Leadership Team (PLT) supports the staff and Senior Leadership Team by advising on policies and helps to shape the direction of our school community. More details can be found on our website.









# Staff and Support

Our enthusiastic, caring and dedicated teachers are UK trained and they are well supported by excellent Learning Support Assistants, admin and caretaking staff who are drawn from the BFC and Cypriot communities.

We are also supported by educational professionals, such as Specialist Teachers and Educational Psychologist, who are based in BFC as part of Pupil & Family Services. We work very closely with the four MOD Primary Schools in Cyprus and the full range of military support charities such as SSAFA and AFF; always with the needs of our students as our driving force.

The work of St John's School is overseen by our School Governance Committee (SGC) which is made up of a range of stakeholders from the BFC and wider community. We encourage parents to join our SGC, to be part of this incredibly important body and help shape the future of the school.

More details about joining and what this voluntary role entails can be found on our website.









# Home from Home

As a school that primarily serves the needs of a highly mobile military community, we go to great lengths to ensure that students settle quickly and happily into school life. From your first contact with the school, through to your first day, you will have a single point of contact (Admission Officer/Mobility Assistant). From that point on, the Form Tutor will be the point of contact for parents, but all staff can be contacted by phone or email,

including the Executive Principal and Senior Leadership Team, if you have questions or concerns. We always encourage parents to talk to us as soon as there are any issues and we will work with you to quickly and efficiently resolve them. Our teachers are MOD Civil Servants and as such live in the same community as our students and their families. We are all here for the same reason; to support the vital work of British Forces Cyprus.

“I have been to 8 different schools and St John's School helped me settle in really quickly and I love it here.”





# How to Find Us

St John's School

Episkopi

Cyprus

BFPO 53



We are situated inside the perimeter of Episkopi Station. If visitors to the school do not hold a Station Pass, you will need to liaise with our office staff who will help you with the process to be issued with clearance.

Access to St John's School is via its own dedicated access gate, off the main road through British Forces Episkopi. From the pass office/main entrance to British Forces Episkopi, turn right and the school entrance is

clearly sign posted about 400 yards on the right. Park in the main car park and follow signs to reception through the main entrance of the school. All visitors must sign in at reception and wear their visitor badge at all times.

We can be contacted by phone or email:

Tel: (+357) 25 96 3888  
Email: [enquiries@stjohnsschoolcyprus.com](mailto:enquiries@stjohnsschoolcyprus.com)



EXCELLENCE • LEARNING • LEADERSHIP

**ST JOHN'S & KING RICHARD**  
SCHOOLS FEDERATION

### St John's School

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