



EXCELLENCE • LEARNING • LEADERSHIP

ST JOHN'S
SCHOOL

Episkopi
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MINUTES OF THE ST JOHN'S SCHOOL GOVERNANCE COMMITTEE
MEETING HELD ON WEDNESDAY 11 MARCH 2020

| Attendees | |
|--|--|
| Lt Col R Davison (MD) Mr M Fensom (MF) Mrs E Bryson (EB) Mrs P Demetriou (PJD) Ms N Robertshaw (NR) Mr R Roberts (RR) Mr R Cowin (RWC) Capt N Garcia (NG) Mr J Mauger (JM) Mr I Ross (IR) Mrs E Kelley (EK) Mrs E Ford (EF) Mr T Tappin (TT) | Chairman Vice Chair Headteacher Secretary to SGC Teaching Staff Rep Support Staff Rep Community Rep/Retired SJS Teacher UWO Regiment/Parent Rep Episkopi Health and Safety Rep Parent Rep Episkopi Parent Rep Episkopi Parent Rep Akrotiri Parent Rep Akrotiri |
| Guest | |
| Nicola Goulding (NGO) | Assistant Chief Education Officer, MOD Schools Cyprus |
| Apologies for absence | |
| Mrs J Dowlen-Gilliland (JDG) Mrs C Cotter (CC) Mr P Dakin (PD) Mr A Deeves (AD) Mr L Hollingworth (LH) | Safeguarding Rep Parent Rep Akrotiri Youth Worker/Parent Rep Episkopi Parent Rep Akrotiri Regiment Rep |

| Ser | Agenda Point | Comments | Action |
|------------|--|--|---------------|
| 1 | Introduction and welcome | <ul style="list-style-type: none"> MD opened the meeting at 1415 hrs. MD introduced and welcomed NGO to the governors. MD updated the governors of the Command's advice regarding the COVID-19 virus that business is as usual until there may be a medical reason to stop it. MD announced the new appointment of MF as Chairman for the St John's School SGC with immediate effect. MD will, however, continue to be the SGC link for the Maths Faculty. EB thanked MD on behalf of the SGC for all of his hard work as Chair of the SGC and welcomed MF as his successor. MF thanked MD for his recommendation and outlined his background and suitability for this role from an educational, training, leadership and military capacity. | |
| 2 | Introduction to new Heads of House and new Student SGC Rep | <ul style="list-style-type: none"> They all introduced themselves and outlined their specific roles, aims and objectives for the coming year. One of their aims is to relaunch the School Council. Another aim is to focus on student wellbeing and mindfulness and this | |





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| 2 | Introduction to new Heads of House and new Student SGC Rep | <ul style="list-style-type: none"> will be a project linked to EPQ for Kameron Conley. EB explained that following interview for these posts that herself and MF decided to create the new role of Student SGC rep who will attend every SGC meeting. EB reported that both MF and herself have already given the new Heads of House and Student SGC rep a comprehensive induction and training. | |
| 3 | Review of minutes from previous meeting | <ul style="list-style-type: none"> The minutes of the previous meeting were accepted as read. MD announced on behalf of JDG that she had completed the Section 11 Safeguarding Audit and that her report would be shortly sent to EB and Andrew Armstrong for factual correction. The recommendations for action will be presented to the governors once agreed with EB. EB reported that we are still waiting for the lighting and rewiring of the school hall to be undertaken. | JDG |
| 4 | Headteacher's Report | <ul style="list-style-type: none"> EB discussed the school's recent curriculum review which resulted in the decision to reduce the number of GCSE options from 9 to 8 to better support our cohort's wellbeing, attainment and mobility. EB stated that, according to Oxford and Cambridge universities, quality rather quantity results are key and that most colleges only require 5 GCSEs and 6 GCSEs for Ebacc. EB added that they tried this at King's School and it was a great success. EB said that Alex Kerr is leading on curriculum changes and is meeting with any parents who may wish to discuss this. New Student SGC link, Daniel Leirer (DL), stated that he was initially rather shocked regarding the reduction in the number of GCSEs on offer but also pleased that it would free up time to concentrate on the chosen subjects more. EB asked DL to please speak with our respective Heads of Y10 and Y11 to assist them with the KS4 Survey that they are currently working on. EK asked if it would be possible for our students to opt for the Triple Science GCSE plus 3 extra options? EB will arrange to meet with the HOF Science to discuss this and will report back at the next SGC meeting. EB reported that both of her 'meet and greet' visits to the respective Hives in Episkopi and Akrotiri were well received by parents. EF agreed and suggested that in future it would be good to schedule these meetings at various other times too in order to maximise response. EB confirmed that DCYP have given approval for our PE Teacher and Second Subject post recruitment to go ahead asap. EK stated that it will cause more efficiency for our teachers to be able to teach more than one subject. | DL EB EB |





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| 4 | Headteacher's Report | <ul style="list-style-type: none"> EB confirmed that we have appointed one Casual LSA post and that another one is currently being advertised. EB announced that an LSA will be appointed in the near future to run a new Pastoral Hub, which will help with further parental engagement. EB reported that Deputy Head, Andrew Armstrong, and SENCO, Andrew Holden, recently visited the new regiment. The Yorks were here 5 years ago so are familiar with this posting. Andrew Armstrong is also currently in the UK visiting Risedale School where he is working with them on their Bromcom system and will continue to develop their link. EB reported that the numbers of new students in Year 7 will be quite high next year but that the other years are lower for AY 20-21. EB stated that quite often KS4 numbers can fluctuate quite a lot each academic year. EB stated that as far as student attendance is concerned, she is confident we are doing all we can to improve this. MD advised that the Station Commander for Akrotiri wanted to know why the student attendance for his station is lower than for Episkopi. EB confirmed that the Y10 attendance figures are lower because we have a school refuser from Akrotiri who has been absent for 9 weeks and this is not acceptable. EB added that JDG had been very supportive in this matter and has helped us to do a home visit. NGO advised that Jackie Raymond could also help with this case. EB reported that Sixth Form Mentor, Nicola Batey, has done a fantastic job of the Sixth Form Attitudinal Survey and will be nominated for a special bonus. NGO approved this in advance. EB said that this survey shows that our Sixth Formers want to do A Levels now, not BTECs. EK backed this up from her previous experience. An anonymous copy of the Sixth Form survey will be sent out to the governors, any comments to be sent to EB please. EB stated that she thinks we need to rethink what we can offer for the Sixth Form but that their options and abilities need to also be taken into consideration. NGO agreed and said that not all students are A Level standard and that she does not want them to not consider BTEC/NVQs if this is actually better for them. EB advised that she needs to do a full audit of our teaching staff to find out exactly what subjects they can teach. EB added that she needs to calculate how we can use current staff more efficiently in order to be able to make a 5% reduction. This is currently being investigated | <p>NG</p> <p>EB</p> <p>EB</p> |





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| 4 | Headteacher's Report | <p>by DCYP, NGO and EB and needs to be carefully managed.</p> <ul style="list-style-type: none"> EB stated that our budget has been made very bespoke compared to the UK due to our particular context, mobility, etc, but our cost per Sixth Form student, for example, is very high, far higher than in the UK. EB thanked JM for bringing a very urgent H&S matter to her attention today which had been noticed by a contractor concerning potential access to rooftops and a large gap that students could possibly fall down. Immediate attention will be given to prevent access to these areas. | |
| 5 | SGC link visit to school feedback | <ul style="list-style-type: none"> MD thanked the governors for the 4 SGC link visit forms received and asked for them to please keep coming in. | All |
| 6 | Activity – the Ofsted style questions | <ul style="list-style-type: none"> EB advised that due to the fact that we may be inspected by Ofsted this year (although confirmation has not yet been received from DCYP) she decided to arrange an Ofsted preparation activity, like an Olevi activity, for the governors. They were asked to form pairs to answer different Ofsted style questions on display around the meeting room. EB will look at all of these responses and feed back to governors at the next meeting. | EB |
| 7 | AOB | <ul style="list-style-type: none"> EB attended the recent, brilliant Commonwealth Celebration. NG was thanked for this great event by MD and EB. RWC asked when they would receive a breakdown of budget spending/faculty allocations for this academic year? EB replied that from 1 April this year Headteachers will have full autonomy regarding staffing and budget spending. NGO added that this will actually be a virtual responsibility for this year in preparation to run properly from 1 April 2021. EB announced that an external audit of non-public funds needs to be done for St John's School. MD will arrange for an accountancy qualified individual to undertake this for the school asap. MF enquired who could provide SGC training for Ofsted preparation? NGO replied that Sarah Baillie is able to provide bespoke SGC training for each school. PJD was asked to look into arranging NGA membership for new governors. PJD announced that she has included an updated list of school events until the end of this academic year for the governors with their agenda. EF passed on thanks to the organisers of the Manchester trip from Akrotiri parents. | MD PJD |





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| 7 | AOB | <ul style="list-style-type: none">• NG advised that he will update the SGC on student numbers for the next meeting.• MD advised that Command are receiving daily updates regarding School Children's Visit trips from the UK for the Easter holiday due to COVID-19 and we will be notified of any changes asap.• EB announced that the French Exchange trip and the Heads Conference have both been cancelled due to COVID-19. | NG |
| 8 | Date of next meeting | <ul style="list-style-type: none">• Wednesday 29 April 2020 is the next scheduled meeting but it is most likely to be Wednesday 17 June 2020 due to COVID-19. | |



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