

MINUTES OF THE ST JOHN'S SCHOOL GOVERNANCE COMMITTEE
MEETING HELD ON WEDNESDAY 12 OCTOBER 2022

Attendees	
Mrs J Dowlen-Gilliland (JDG) Mr C Guyton (CG) Mrs P Demetriou (PD) Mr M Wilson (MW) Mr R Edwards (RE) Mr R Roberts (RR) Mrs C Turner (CT) Mr R Roberts (RR) Ms N Robertshaw (NR) Ms T Chilman (TC) Mr A O'Callaghan (AOC) Mrs J Heydon-Wells (JHW) Mrs E Ballard (EB) Mrs N Goulding (NG)	Vice Chair Acting Headteacher Secretary to SGC Welfare Officer 1 Lancs Finance Sub Committee Lead Support Staff Rep Parent Rep Akrotiri Support Staff Rep Teaching Staff Rep Parent Rep Episkopi Parent Rep Episkopi Parent Rep Episkopi Parent Rep Akrotiri Assistant Chief Education Officer, DCS

Ser	Agenda Point	Comments	Actions
1	Welcome and opening remarks by Chair	<ul style="list-style-type: none"> JDG opened the meeting at 1000 hrs and welcomed everyone present. Introductions were made by everyone at the table. 	
		<ul style="list-style-type: none"> JDG explained that she is standing in as Chair until new Station Commander, Lt Col Paul Francis, arrives in post during the Autumn term. 	
2	Matters arising from previous minutes	<ul style="list-style-type: none"> JDG led the meeting through the previous minutes and these were accepted as read. RE recalled that he had challenged DCS at the previous meeting for an update on the appointment of a new Headteacher for St John's School. NG advised that a decision regarding this and the future of secondary education has not yet been announced, although this was expected on 30 Sep 22. NG stated that it had agreed at CG's interview for the Acting Headteacher post that this could be extended for 2 years if necessary. DD explained the replacement of Jackie Raymond was not a replacement of roles but that a new Education Welfare Officer has been appointed. DD explained they are waiting for their posting order, are already on island (Dhekelia) and will be working with school from September. PD asked for clarification of the DBS system as to why it took so long? EB stated that occupational health has a 6 week wait. 	

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2	Matters arising from previous minutes	<ul style="list-style-type: none"> EB explained that all staffing has been addressed and that a separate presentation will follow in the meeting. BM asked about the structure of the sub-committees and whether they would be better to be attached to a year group. Both EB and NR agreed they need to wait for the new Chair to discuss this. 	Chair
3	Meet the Heads of House	<ul style="list-style-type: none"> Ryan Edwards and Catherine Nadavo introduced themselves as Heads of House and apologised for the absence of the others. Ryan explained that he studies A Level Maths and A Level Geography. He added that he has already completed his AS Level Business studies and EPQ qualification on the effects of social media on mental health. Catherine shared her course subjects: BTEC Sport, BTEC Travel and Tourism and AS Level Business studies. Catherine explained their roles as helping younger students, supporting assemblies and charity events. Ryan added that they run the Epraise shop and recently raised 200 euros in a charity raffle. Catherine said they want to do more charity events - perhaps linked to Christmas/Halloween - and more sports events. Ryan added they had discussed and organised a 10 Euro challenge to help the younger students raise money for charity. PD asked the students how they became Head of House. Ryan explained there was an interview process and they did a presentation with what their vision and achievements are. PD asked if it was competitive? EB explained it was not but they still had to interview and select head and deputy for each house. DD thanked the students for bringing the community together. DD asked the students what the SGC could do to support the heads of house? Catherine explained that they needed access to funding for student events, sports and general improvements. EB explained that in school there were limited ways to raise funding. A recent quote for 6th Form desks was 28,000 Euros. DD suggested that more resources could be moved from closing schools. EB suggested the Heads of House liaise with Mrs Knight or Mrs Bonar for help with this. PD suggested that the Heads of House could approach other charity organisations for further funding and Aileen O'Leary. It was also discussed whether Akrotiri welfare funds could be open to the school due to the student catchment. 	

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4	Headteacher's Report	<ul style="list-style-type: none"> • EB introduced the Headteacher's report and explained how attendance is now in-line with UK average. The attendance survey undertaken with 50 students showed a 5% increase. EB added that there are no current school refusers. • EB advised that there will be an attendance reward trip to the waterpark tomorrow and Colin Guyton is set to continue with these initiatives. • RE asked if EB had the current student figures for September. EB replied that they had no accurate figures yet. RR explained that he was still processing applications and that some families get clearance but don't end up arriving. • EB explained that from September there will be larger class sizes and fewer sets to help with staffing. KS3 - 24 per class and KS4 - 22 students per class. • PD asked about the school's contact with the new RIB students. EB explained that she had been to Chester herself and was given a list of 15 students who were moving. From experience, EB believed this was inaccurate. • PD asked if PM and Richard McCullen had been informed of the latest figures. RR replied that he had been in contact with them but would keep them updated. • RE questioned how positive KS4 students are in their attitude/experience of school? EB explained that KS4 students, particularly girls, lack self-belief and exam readiness. EB also highlighted that several 'quirky' students who may identify using the pronoun 'they' or have various sexual identities still struggle. EB explained that Colin Guyton has recently issued a new inclusion policy. • In general, KS4 (15/16 year olds) feel bored here and under a microscope on camp. One of the key barriers is a lack of independence. • RWC agreed with EB and shared that there has always been a problem for upper teens out here because they feel like they are missing out on UK culture. The smaller the community gets out here, the further exaggerated it becomes. • EB explained there are a lot of factors outside of school control but that school has a good relationship with CAHMS and provides WELSA, nurture hub, school nurse. EB said this is something that still needs unpicking. • EB explained that she will still have her work laptop in the UK and will have access on/around results day. The results days are confirmed as: A level 18 August and GCSE 25 August. DD and NG wish to attend one of the results days. 	DD NG

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4	Headteacher's Report	<ul style="list-style-type: none"> • EB highlighted the low budget especially in regards to the financial side of moving the family of staff out here. • PD mentioned that the Secondary School Report was due. DD was asked if he had seen it and he said he should have sight of the draft this week. DD explained that they were hoping for the report in June . • DD explained he had been involved in focus groups with existing community and they wanted to explore all options. The report should feature that most people seem to want two schools. • EB confirmed with DD that SJS, as this building, will close in around 5 years. • RWC added an experience from the 1990s where SJS had withstood a large earthquake with no damage. 	
5	Presentation for Staffing AY 22/23	<ul style="list-style-type: none"> • EB shared the presentation from CG about staffing. EB confirmed this information had been shared with staff and at the parent forum. EB shared that a lot of vacancies can be a worry but it can also be an opportunity. • EB confirmed a new MIS manager which has been gapped since Bill Parry left. There is some consideration into buying in Bill's services, however Andrew Carter and Rodia are also being trained up. EB talked through the teachers and confirmed they would be in place for September. • EB mentioned the interviews this week, including Gemma Parry-Paxton who has been successful in a short-term vacancy, but waiting for the interviews to see about the long-term position. • EB said there was also a new Science Technician joining SJS in September with lots of experience in the ROC. • EB explained that D&T cannot be offered at KS3 in September but they are hopeful after external interviews in Sept that they will appoint someone. EB believes SJS Technology is still in line with the UK offering who operate a rotation system that SJS does not. Louise McVey will complete a 'real life' project in the interim and Alex Kerr will teach the D&T element. • EB explained that a new RE teacher had been appointed in February and should start in September. • EB apologised for Colin Guyton's absence but explained he was in the UK with Tina Chilman conducting 3 full days of interviews with 16 candidates to fill 5 positions. By the weekend he should have appointed. 	

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5	Presentation for Staffing AY 22/23	<ul style="list-style-type: none"> • EB explained that some of the short-term positions could be extended if staff are not in post by January and that Colin Guyton has been relentless in acquiring staff. • NR asked if all new staff were being housed correctly? DD stated that the RE, Head of English and Maths staff were being followed up by business support in regards to finding appropriate housing. DD explained some staff have come out unaccompanied so we want to give them a positive first experience. EB added that the new Assistant Head, Steve Dixon, is also coming out this summer and has his own house in Pissouri. There will be 3 SLT in Sept. • NR asked about whether departing staff would be offered exit interviews? EB shared that she had and that other staff were offered an exit interview via Teams. Staff could choose to share their interview information or remain anonymous. EB did mention they had taken on Union feedback from other staff who left SJS. • RE raised the issue of losing Alex Kerr as Deputy Head in January. EB explained that Alex was finalising a contract with a UK school for a January start but hasn't yet formally given notice to SJS. • RE pointed out that a Head Teacher has to give 2 terms notice to leave post and therefore Colin Guyton has about 4 weeks to show he can do the job before they start looking for a new Head. DD clarified that a Headteacher has to give 1 full term's notice or 2 half-terms, eg end of Spring term, 31 March, to leave post at the end of the summer term. • DD said that Colin Guyton should apply for the Deputy Head teacher position for security and that the question needs raising from the SGC to DCS what is the plan for a sustained and strong leadership team at SJS? • EB explained that the application was ready for a new Deputy Head when Alex gives her resignation. RE asked the question for DD to take back to DCS: What is the plan? What is the official line from Andy regarding the Head of SJS and SLT? EB confirmed that DD would take the question forward. • CT asked whether CG was getting support from the local community? CT commented that CG would be set up to fail with only half the SLT staff in place. • RE added that there is a fully staffed secondary school in Dhekelia and others on island who could support him. NR added that there were other staff in school who could step up to leadership roles. EB confirmed that CG does want to look internally at staff for leadership roles. DD added that with the new staff starting there was new experience coming and this could be an opportunity for them as well. 	DD

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5	Presentation for Staffing AY 22/23	<ul style="list-style-type: none"> • BM asked who the DSL was going to be next year? EB replied that Alex Kerr would lead pastoral and safeguarding from September and would be the DSL. • RE asked when was the last date Alex Kerr could resign? DD confirmed that Alex would have to give only 1 full term's notice or 2 half-terms, eg end of spring term 31 March to leave post at the end of the summer term. 	
6	Sub Committee Reports	<ul style="list-style-type: none"> • BM commended CG for his efforts with safeguarding. BM has worked with the safeguarding ambassadors and seen the training. BM meets with CG twice a term. • BM has had one parent contact her regarding safeguarding which was resolved very well. BM said that it was good to see parents can access her/ governors. • BM shared that HQ DCS are back in September to finish the safeguarding review and that 'MyConcern' has been embraced by staff. CG has highlighted 4 areas for further training. • EB said SJS has applied for the flagship award but needs to chase it up. EB thanked BM for her support. 	
7	AOB	<ul style="list-style-type: none"> • EB thanked RWC for his 52 years of service. • RWC said that the Alumni of SJS needs to be tapped and he was disappointed there weren't more members of SGC at the recent prize giving. EB replied that there were several SGC there but those who were parents were sitting with their families instead. • RWC said that CG had given him open access. RWC shared that there needs to be more communication with the governors. • PD shared notes of appreciation towards Simon Patrick who is leaving. • PD said farewell to EB who is relocating to the UK over the summer holiday. • PD said there may be further changes due to Covid after the summer holidays. 	
8	Date of next meeting	<ul style="list-style-type: none"> • Wednesday 7 December 2022 at 1000 hrs 	