

MINUTES OF THE ST JOHN'S SCHOOL GOVERNANCE COMMITTEE
MEETING HELD ON WEDNESDAY 8 FEBRUARY 2023

Attendees	
Lt Col P Francis (PF) Mrs J Dowlen-Gilliland (JDG) Mr C Guyton (CG) Mrs P Demetriou (PD) Mr R Edwards (RE) Mr R Roberts (RR) Mrs C Turner (CT) Ms N Robertshaw (NR) Ms T Chilman (TC) Mr A O'Callaghan (AOC) Mrs J Heydon-Wells (JHW) Mrs E Ballard (EB) Mr D Donaldson (DD)	Chair Vice Chair Headteacher Secretary to SGC Finance Sub Committee Lead Support Staff Rep Parent Rep Akrotiri Teaching Staff Rep Parent Rep Episkopi Parent Rep Episkopi Parent Rep Episkopi Parent Rep Akrotiri School Improvement Advisor, DCS
Apologies	
Mr M Wilson (MW)	Welfare Officer, 1 Lancs

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. Introductions were made by everyone at the table. PF announced that a new governor, Stuart Haggarty, has been appointed but unfortunately was unable to attend today. SH is part of the Mental Health Team from Akrotiri and will lead the Student Mobility sub committee in future. PF thanked CG for his Headteacher's Report and appreciated that there is a lot of drive from DCS and DBS to get our new UKBTs in post asap. PF also thanked CG for the KRS Peer Review of SJS and added that DCS are looking at April 23 to have an external HMI review of both SJS and KRS. PF thanked the sub committees for all of their work, especially those governors who managed to get into school to meet staff and students. PF announced the promotion of CG to substantive Headteacher of SJS from today. PF congratulated CG on his very strong leadership and said that it is recognised that he has a good, strong team coming together. DD confirmed that the good news would be published to staff and parents at 12:00 today by PD. 	PD
2	Matters arising from previous minutes	<ul style="list-style-type: none"> There were no matters arising from the previous minutes. 	

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3	Headteacher's Report	<ul style="list-style-type: none"> CG advised that following the departure of Alex Kerr, Kate Parkinson has been upgraded to DSL and is part of the school's SLT. CG advised that both SJS and KRS will be aligned more in future and are looking forward to being externally reviewed soon. CG reported that our 94.2% attendance is higher than last year and higher than the current national average. CG advised that SJS has had a difficult year and the recent mock exam results were disappointing but added that we have got very robust assessments in place now to help us to identify problem areas and make improvements. SJS is prioritising GCSE English and Maths at the moment and, with our interventions, things are moving in the right direction. SJS has experienced difficulties this year in Science but our new Biology teacher will arrive over the Easter holiday. RE asked what we can do to make sure that the support we are giving in English and Maths is helping? CG advised that unfortunately the curriculum is lacking in English so we have purchased Ark Curriculum to use as our new schemes of work for KS3 as the English Faculty have had little time to produce their own. And although the new HOF is very good, the Sixth Form English course we are running is something new and is very time consuming to administer. EB said that she feels that the right things are being done but at a slower pace. EB added that a lot of parents in Akrotiri are paying for extra tuition to help their children with English because of this. CG said that Supply Teacher, Gill Marsden, is also doing a lot of interventions in English, as a qualified English Teacher. CG added that Supply Teacher, Keighley Stevens, is also doing interventions in Maths. RE said that the students are complaining that their lessons are repetitive and boring. CG advised that we have had agreement from DCS to appoint Lead Teachers who can help to support the curriculum. We have already appointed Athy Pallas, Kelly Bonar, Sam Papaioannou and Hayley Stonier and plan to upskill and develop them to help coach their colleagues, supported by DCS. JHW asked if there is any extra support for the more able students? NR replied that these students are already getting very good support and can also opt to do Triple Science. JDG asked if the more able students were selected for the recent Peer Review by KRS? CG confirmed that they were but advised that we do periodically look at student voice from different groups of students, eg specifically boys, girls, the regiment, SEN, Episkopi or Akrotiri students only. CG also advised that Frank Marsden, Assistant Associate Headteacher, is currently trying to canvas the opinions of students as part of his new role. CG advised that his aim is to build the right framework to support the school. The new anti-bullying policy has been re-written and published. We have also been really trying to put out a positive view of the school in the community. 	

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3	Headteacher's Report	<ul style="list-style-type: none"> JHW asked what if disappointing results are a result of disruption to the students' learning? How do we safeguard against this? CG advised that, for instance, for the Sixth Form, students are guided towards either the A Level or vocational path. We have taken disruption into account and for A Level have accepted grade 5, rather than grade 7, at GCSE for the A Level route. CG added that it is important that we have an expectation, however, and we also have pre-disruption prior data which can help us to make our decision regarding appropriate Sixth Form paths. CG advised that success comes in many different ways and it is the job of the school to advise on the most appropriate route for each student. CG reported that we are very aware of the disadvantage the school has had over the last year, especially the disruption caused by the situation with the teaching staff. JHW asked if the students are aware of this? CG advised that this had not been communicated to the students. 	
4	SGC Sub Committee Reports	<p><u>Attendance</u></p> <ul style="list-style-type: none"> PF advised that this report had not yet been received. To be discussed at the next full SGC Meeting. <p><u>Educational Offer</u></p> <ul style="list-style-type: none"> JHW recognised that SJS has experienced a very disruptive year due to the change of a lot of teaching staff and needing to use Supply Teachers to gap posts. JHW reported that SJS is really trying to raise expectations and is broadening the offer at Sixth Form. CG agreed and added that new RE Teacher, Sam Papaioannou, is also now teaching Sociology at A Level, not a subject offered before. We want to be able to offer a full Post-16 provision although staffing is very tight to teach more at Sixth Form, as is funding from DCS. JHW asked if a Sixth Form 'Wish List' has been put together yet? CG advised that himself and DD have discussed this as we want to prevent our students having to leave to go back to study at Sixth Form in the UK. CG said that there is a vested interest in keeping our students here, not to lose funding if students go to boarding school. JHW reported that 15 out of 36 students in Y11 are currently doing 9 GCSEs. CG said that the aim is for all of our students to be able to do 9 GCSEs at SJS. NR advised that historically all of our students were doing 9 but due to concerns over timing, this was reduced to 8. CG confirmed that we are going to explore a need to increase to all students taking 9 GCSEs again. If so, CG advised that we will need time to do it properly. JHW noted that unlike schools in the UK, Spanish is not being offered at the moment, but hopefully in future. CG confirmed that we plan to offer this subject in future but that this requires staff changes in department. CG explained that teaching staff run on a pay scale, from main scale to upper pay scale. Once they reach M6, the top of the main scale, they have to apply to move up to the UPS. CG advised that as most of our teaching staff are now on UPS, there is an expectation that they can contribute more. We also have a sizeable number of teaching staff who also offer more teaching, eg after school. JHW reported that staffing, budgets and time are the 3 main challenges for the school. CG agreed and advised that Regional Command are reducing school budgets and every 	MW

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4	Sub Committee Reports	<p><u>Educational Offer</u> time we need to recruit new staff, teaching and support staff, we have to put in a business case to justify this. It was agreed that the SGC can help to provide tangible evidence to be used to support such business cases.</p> <ul style="list-style-type: none"> • JDG advised that business cases need a detailed impact statement and is happy to help with this – this can be quite a powerful thing. AOC also offered to help with the impact statement wording as has experience of this in his work too. DD thanked them both and said that this would definitely provide further accountability in this process. <p><u>Student Mobility</u></p> <ul style="list-style-type: none"> • PF reported that they have been asking for a review of how the recent mock exams went and how we can prepare students for next year's exams but are still waiting for some final KS5 data to be able to finalise this. They have also been looking at how any underperforming students can be reassured that they will continue to be supported by SJS. • CG advised that if the educational offer is right that additional interventions should not be necessary. • EB asked if mobility was underpinning the students' educational achievement? • CT asked is the problem students coming to a school run by DCS, not for the school itself? • DD advised that the school and the students have been really disadvantaged by the recruitment crisis over the last year. • PF reported that he has been having regular meetings with Andy Yeoman when he is on island, to help support SJS. PF asked for all governors to please keep providing the reports and the data, good or bad, to help move things forward. <p><u>Student Satisfaction</u></p> <ul style="list-style-type: none"> • JDG reported that she had discussed the Student Council with Kate Parkinson . Both JDG and JHW were expecting to attend a Student Council meeting but this has not happened yet. • JDG advised that she discussed the creation of a risk register for the school with Kate. • JDG reported that the Pastoral Hub does seem to be a really good place for students. • JDG said that she is keen to have some involvement in the school. CG agreed to coordinate this. • JDG advised that we all have to make sure that we get involved but always respecting boundaries. PF said that it is important to attend the Focus Group meetings. Frank Marsden will communicate information regarding these Focus Group meetings so that governors can decide when to attend • JHW said that if you have parental concerns, it is best to approach school as a parent, to keep this separate from your governor role. PF advised that the DCS Directive for School Governance Committees is very clear about the role of the SGC. <p><u>Staff Wellbeing</u></p> <ul style="list-style-type: none"> • CT reported that she recently visited SJS in liaison with TC to arrange to meet with staff. CT reported that the staff are very positive, feel valued and said that they were happy with the change of leadership style, induction, etc. 	<p>JDG/AOC</p> <p>All</p> <p>Attach list of Student Council Meetings to minutes</p> <p>CG</p> <p>All</p> <p>Frank Marsden</p>

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4	Sub Committee Reports	<p><u>Staff Wellbeing</u></p> <ul style="list-style-type: none"> CT said that it would have been a good idea to get data from exit interviews from staff leavers last academic year. DD advised that centrally exit interviews were offered to all staff leavers in DCS. NR added that she had raised the idea of exit interviews at previous SGC meetings. PF asked DD if it was possible to find out if there is any available exit data collated by DCS to see if there is anything we can learn from this. CT asked if there is a strategy for staff wellbeing? CT said that she would be happy to do a drop in at any future staff meetings to discuss wellbeing with staff. CT also mentioned the 'Your Say' Survey and asked where the data from this could be found? RE said that we still have not been notified of the future of DCS Secondary Schools on island. DD replied that this is higher than DCS and we are still awaiting a decision. <p><u>Community Pride</u></p> <ul style="list-style-type: none"> PF advised that this report had not yet been received. To be discussed at the next full SGC Meeting. <p><u>Safeguarding Provision</u></p> <ul style="list-style-type: none"> EB reported that SJS does not have a Social Media policy and that our Facebook account seems a bit 'open' for a school site. EB reported that the move of reception is an improvement but was concerned that this is still not fenced off and with secure access. EB advised that My Concern is being used very much by staff. EB requested a short demonstration for the SGC to show how My Concern works. EB asked if parents can request all of the information that the school holds on their child? CG advised EB to contact Becky Metcalfe-Tarren, HQ DCS, for the DCS Policy for Data requests. <p><u>Finance</u></p> <p>RE advised that he had nothing to report.</p>	<p>DD</p> <p>AOC</p> <p>CG for next meeting</p>
5	AOB	<ul style="list-style-type: none"> EB asked where does the money from non-entitled fee paying students' fees go to? CG confirmed that this can be used for resources, school trips but not at all for staffing. CT asked if it was likely that the schools will now have reduced budget allocation due to receiving this extra money from fee payers? JDG asked if we should challenge how things work budget wise? DD said yes, we must start challenging this. CG confirmed that SJS has now received an extra £120,000 from fee payers. PF and RE both asked how can we request to roll over this money to the next financial year to support the children? PF said that he would take this to regional level. PF asked if DD can report to the SGC on developments within DCS? PF announced that he will invite Andy Yeoman to attend the next SGC meeting. CG said we could change the date of the next meeting if necessary to accommodate him. 	<p>PF/RE</p> <p>PF</p> <p>DD</p> <p>PF</p>
6	Date of next meeting	<ul style="list-style-type: none"> Monday 17 July 2023, Conference Room at 1030 hrs. 	