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**KING RICHARD**  
SCHOOL

Dhekelia  
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Web: [www.kingrichardschoolcyprus.com](http://www.kingrichardschoolcyprus.com)  
Principal: Richard Sproson BA (Hons), PGCE, NASENCO



**MINUTES OF THE KING RICHARD SCHOOL**  
**SCHOOL GOVERNANCE COMMITTEE**  
**MEETING HELD ON WEDNESDAY 02<sup>ND</sup> MARCH 2023**  
**MEETING OPENED AT 1420 MEETING CLOSED AT 1610**

Attendees		Apologies
Lt Col T Wildish ( <b>TW</b> ) Mr J Walters ( <b>JW</b> ) Mr R Sproson ( <b>RS</b> ) Mr G Burvill ( <b>GB</b> ) Mr C Thomas ( <b>CT</b> ) Maj N Miller ( <b>NM</b> ) Mr D Donaldson ( <b>DD</b> ) Mrs J Stavrou-Shaw ( <b>JS</b> ) Rev'd Gary Birch ( <b>GBI</b> ) Mrs S Telford ( <b>ST</b> ) Mr D Parker ( <b>DP</b> ) Mrs C Smith ( <b>CP</b> ) Mrs N Mahoney ( <b>NMA</b> )	Chair Vice-Chair Headteacher Assistant Principal Assistant Headteacher Dhekelia Stn OC School Improvement Advisor, DCS Safeguarding Rep Station Padre Civilian volunteer governor Parent Representative (AY NIK) Parent Representative (DHK) SGC Secretary	Mr C Pallent ( <b>CP</b> ) Mr I Hussein ( <b>IH</b> ) Mrs L Sutherland ( <b>LS</b> ) WO1 L Estwick ( <b>LE</b> )

Item	Agenda Point	Comments	Action
1	Opening Remarks	TW welcomed all and stated the future of KRS was an important topic and that the future of the school is a priority. He reported that whilst the site was yet to be confirmed for the new school it had been agreed that there would be a secondary school provision here at Dhekelia and that was a positive for the community as a whole. Both RS and TW are hopeful that the old DPS school site would be used to allow the new school to be within close distance to the facilities required by the school. TW offered support to KRS from the station and asked that KRS contact him if support was required. Date for the next SGC meeting is set for Thursday 22 <sup>nd</sup> June 2023.	
2	Minutes and Matters Arising	JW went through the minutes of the previous SGC which took place on 01 Nov 22. All agreed that no changes were to be made.  Subject links were discussed, it was agreed that NMA would email all governors the contact details for their subject link to enable them to contact directly.  NM went through the bus escort update, confirming all bus escorts have now completed safeguarding level2 and first aid	<b>Action – NMA</b> to send email with contact details



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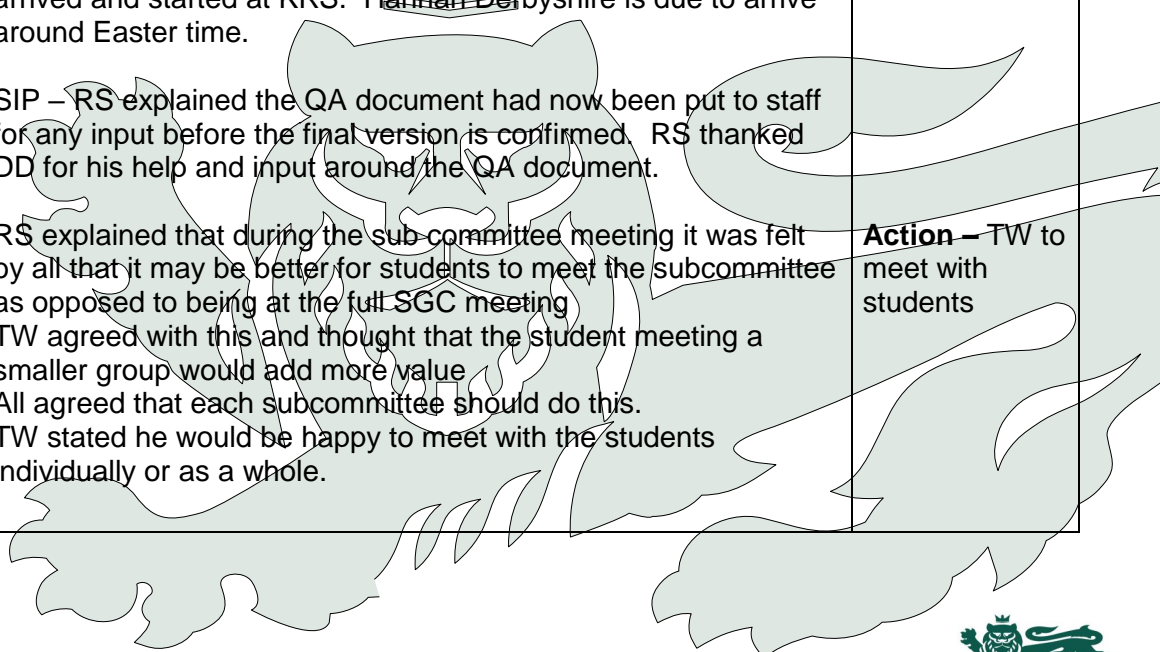
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		<p>courses. Behaviour on the bus was also discussed and it was agreed that any issues should be reported to the school and welfare officers. RS &amp; NM reiterated that the intention is to keep children safe. All agreed.</p> <p>CT and GB discussed the SEND data in detail, the main point being that KRS has made positive progress consistently, TW asked why the data for here is better than the UK, CT explained a number of factors such as the number of students, good LSA's, quality of teachers and early access to help through understanding. RS commented that CT plays a huge role in the SEND data being so positive due to his excellent knowledge and relationships with not only students but also the parents. It was agreed that the data would be sent out for all to read in detail.</p> <p>JW confirmed to new matters arising – All agreed.</p>	<p><b>Action – email SEND data out</b></p>
3	<p>Strategy &amp; Leadership Sub-Committee</p>	<p>RS briefed.</p> <p>Nicola Goulding, (DCS Cyprus), has now left island following her resignation. Recruitment for her replacement was unsuccessful and recruitment for this is ongoing. DD and Andy Yeoman are covering the role currently. JW asked the timescale for replacement, DD explained that due to the lengthy process it was likely to be around Christmas time. TW referred to the recruitment process as not fit for purpose – all agreed.</p> <p>RS discussed the staffing levels, currently have 21 teachers and one gapped position but also reported that due to ill health it was likely we would have one teacher leaving by the end of the academic year. RS confirmed that since the last meeting Melissa Rattigan, Ciaran Shannon and Mary Dunn have all arrived and started at KRS. Hannah Derbyshire is due to arrive around Easter time.</p> <p>SIP – RS explained the QA document had now been put to staff for any input before the final version is confirmed. RS thanked DD for his help and input around the QA document.</p> <p>RS explained that during the sub-committee meeting it was felt by all that it may be better for students to meet the subcommittee as opposed to being at the full SGC meeting        TW agreed with this and thought that the student meeting a smaller group would add more value        All agreed that each subcommittee should do this.        TW stated he would be happy to meet with the students individually or as a whole.</p>	<p><b>Action – TW to meet with students</b></p>



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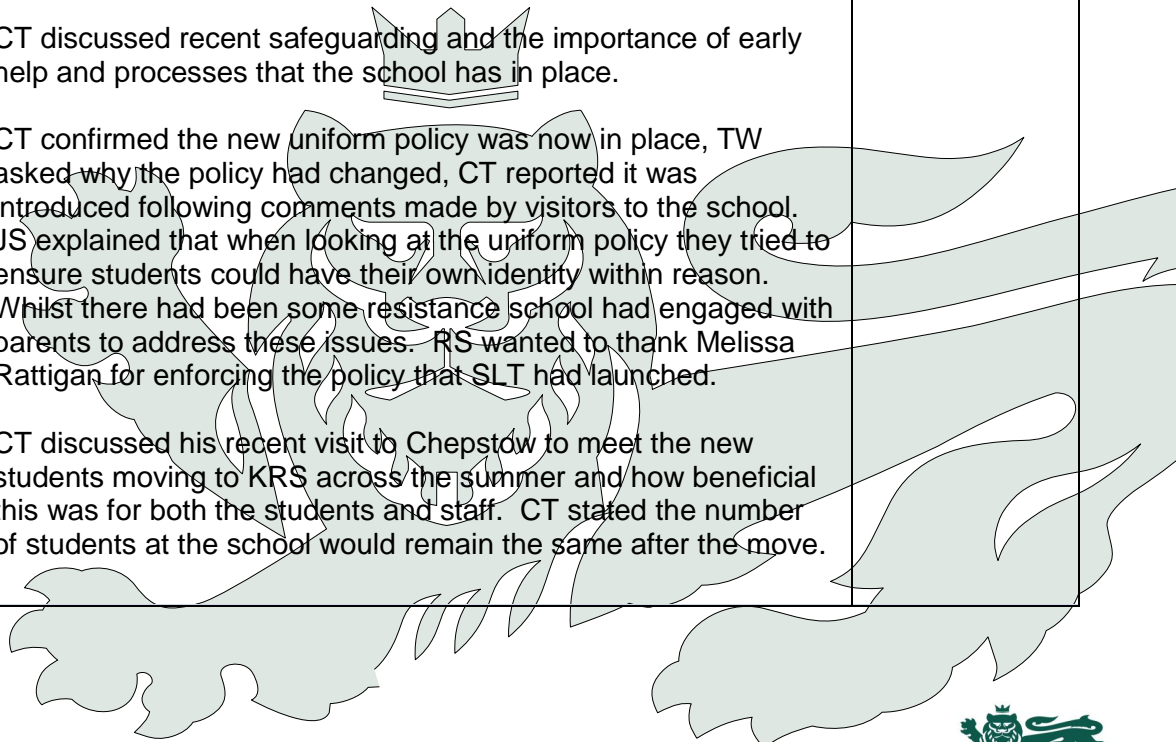
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		RS discussed the meetings he has with the student leadership team, he explained they had been planning events and had recently raised money from a non-uniform day for a local charity ALL agreed it was great to hear they were being proactive.	
4	Teaching and Learning Sub-Committee	<p>GB apologised there was no Teaching and Learning Sub-Committee meeting due to illness however this has now been rescheduled.</p> <p>GB did report that a KRS reading booklet had now been put into place, the plan is to create a reading list based on the school's core values of Confidence, Equity and Curiosity and GB asked all members to email him with the name of a book that encompassed one of those values.</p> <p>TW asked how students are rewarded for reading, GB explained currently Epraise points however they were looking at more options and suggestions are welcome.</p> <p>GB finished by inviting all to AFL CPD on 21/3/23 1400-1500hrs.</p>	<b>Action</b> – email GB with book suggestion
5	Pastoral and safeguarding	<p>CT briefed.</p> <p>CT reported the ongoing learning walks that take place before the subcommittee meetings worked well and it was great to engage with lessons. CT noted that the standard of behaviour is generally good however on the most recent walk around a child was being disciplined and it was reassuring for governors to see that these walk rounds are not planned and both teachers and students are unaware when they take place therefore it reflects a true picture of how the days can differ in terms of behaviour.</p> <p>CT discussed recent safeguarding and the importance of early help and processes that the school has in place.</p> <p>CT confirmed the new uniform policy was now in place, TW asked why the policy had changed, CT reported it was introduced following comments made by visitors to the school. JS explained that when looking at the uniform policy they tried to ensure students could have their own identity within reason. Whilst there had been some resistance school had engaged with parents to address these issues. RS wanted to thank Melissa Rattigan for enforcing the policy that SLT had launched.</p> <p>CT discussed his recent visit to Chepstow to meet the new students moving to KRS across the summer and how beneficial this was for both the students and staff. CT stated the number of students at the school would remain the same after the move.</p>	



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		RS asked NM about extensions on island and if they would be more accepting due to the similar number of students, NM explained every request was looked at on a case by case basis.	
6	Enrichment and Co-Curricular performance S-C	<p>CT briefed.</p> <p>CT thanked LE for helping build connections around the base, his input had helped arrange a cooking trip for the Year 10 GCSE students.</p> <p>CT thanked NM for his help with the upcoming leadership event and offered support from KRS to the station for any future events.</p> <p>CT showed the updated list of after school clubs on offer and all agreed it was great to see such a wide range of clubs and that some were student led. GB stated these clubs were on offer on top of revision classes so reiterates there is something for all on offer.</p> <p>RS thanked NM for his assistance with allowing the school to use the gym for a dedicated hour each week.</p> <p>TW explained the planned upgrades for the gym and how he hoped this would also benefit KRS and the wider community, he also confirmed the track upgrade had been approved along with the outdoor pool being upgraded to have heating to allow for use all year round.</p>	
7	Key functions	<p>JW briefed.</p> <p><b>Budget</b> An overview of the budget was provided, JW discussed the issues around things hitting the budget later which can often show an overspend however there was no concerns around the budget and he wanted it noted that Anna (finance) was doing an excellent job.</p> <p><b>Health and Safety</b> JW confirmed guard rails are not yet in place Ovens - JW reported one oven has been replaced, now awaiting the next replacement. Drills - recent fire and earthquake drills, both being successful. NM confirmed that there was a lot of work going on in the background surrounding earthquakes following the recent devastation in Turkey. JW raised that during the exam's inspection on 31/1/23 the inspector pointed out the live fuse box in the exams room, this is being fed back to the exam inspector board and no action is needed at present – NM offered up a storage solution on base if this became an action.</p> <p><b>Infrastructure</b> – AC has now been installed.</p>	



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		<b>Policies</b> – RS pointed out that all the policies are on the school website and can be viewed by all but he will look at splitting the policies up between the sub committees once they are updated.	
8	DCS Core Visit	<p>DD discussed the recent core visit that took place on 30/1 by the SJS leadership team. He explained the main focuses, Safeguarding, middle leadership, quality of education, SIP, lesson observations and strengths and areas for development. All agreed that the quality of teaching and learning was good. DD explained the predictions for GCSE &amp; A level grades was looking good.</p> <p>DD believes that during the periods of staff shortages the KRS senior leadership team stepped up and thanked them for their continued support.</p> <p>DD stated he was looking forward to joint working between KRS &amp; SJS. TW asked if the joint working was up for discussion, RS explained that it was ongoing and had lots of aspects to it but having great station support would help.</p> <p>DD discussed the broader options available for students that comes as part of joint working and all agreed this would be beneficial.</p> <p>RS congratulates Colin Guyton on his recent appointment as head at SJS.</p> <p>RS explained the great input from SJS middle leaders at the last INSET day here at KRS and advised that KRS would travel to SJS for the next one, RS continued to say that using each other's knowledge helped ensure the highest level of teaching. GBI asked if using middle leaders more would help ease pressure on the Senior Leadership Team, RS explained that he was trailing different options for helping relieve some pressure but also wanted to thank GB &amp; CT for all their hard work and continued support.</p> <p>RS finished by mentioning that HMI would happened around the end of June to assist with any upcoming Ofsted visits.</p>	
9	SGC Training	<p>RS discussed the importance of getting training started and explained he would speak with DD &amp; CP to try and move forward with this.</p> <p>DD agreed and advised he does have some ideas to put forward.</p>	<b>Action</b> – RS & DD to discuss then NMA to push out email
10	SGC links & visibility in school - events	<p>NMA to email all subject link details and RS will send out information on what is expected.</p> <p>RS stated that governors are always welcome in school and that their visibility was paramount especially at school events.</p> <p>TW asked if visitors were welcome, RS stated that station visitors are always welcome and if he contacted the school as</p>	<b>Action</b> – email subject links



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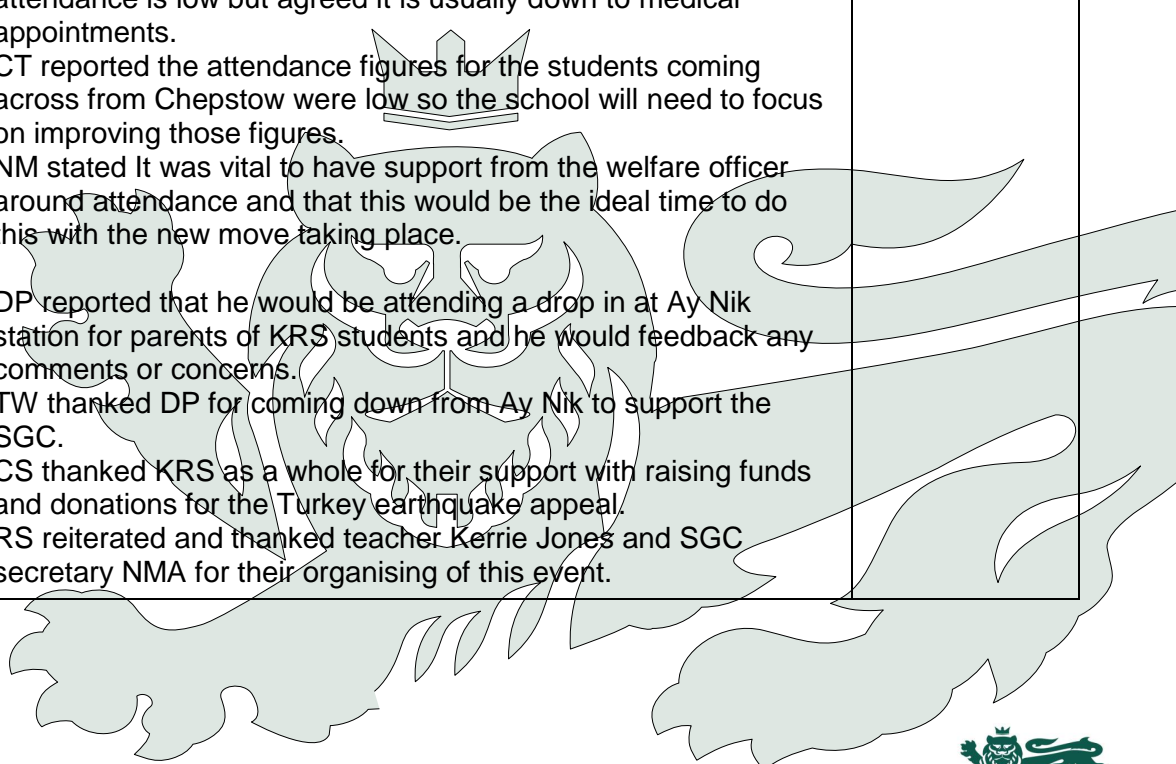
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		<p>long as a member of the senior leadership team was available he would be more than happy for them to visit.</p> <p>The upcoming events were discussed (World Book Day) TW agreed to attend this event, RS thanks TW for his support.</p> <p>CT reported Rutland Council will be at KRS on 30/3/23 and sports day had been agreed for 31/3/23, he thanked the QM department for their help with supporting sports day.</p> <p>RS &amp; NMA to look at upcoming events and send email to governors so they can attend when possible.</p> <p>TW suggested the school's events could be put on the Dhekelia community information page to help signpost governors and parents. All agreed.</p>	<p><b>Action – NMA</b> email events list</p>
11	School support of station	<p>GB discussed the option of KRS supporting DBS with safeguarding level 2 courses.</p> <p>NM explained how this would benefit the station and the importance of helping volunteers gain the level 2 safeguarding certificates.</p> <p>CT explained they could potentially access the online system and he would look into this.</p> <p>RS stated that he was happy for anyone within station to join the KRS face to face updates that usually took place on the first day of the new academic year.</p>	<p><b>Action – CT</b> look at SG level 2 access</p>
12	AOB	<p>TW asked about school attendance, RS explained the current figures were good but the school struggles with attendance for medical appointments due to most of them having to be done in the UK and not on island therefore requiring a few days off.</p> <p>CT reported that he will have meetings with parents when attendance is low but agreed it is usually down to medical appointments.</p> <p>CT reported the attendance figures for the students coming across from Chepstow were low so the school will need to focus on improving those figures.</p> <p>NM stated It was vital to have support from the welfare officer around attendance and that this would be the ideal time to do this with the new move taking place.</p> <p>DP reported that he would be attending a drop in at Ay Nik station for parents of KRS students and he would feedback any comments or concerns.</p> <p>TW thanked DP for coming down from Ay Nik to support the SGC.</p> <p>CS thanked KRS as a whole for their support with raising funds and donations for the Turkey earthquake appeal.</p> <p>RS reiterated and thanked teacher Kerrie Jones and SGC secretary NMA for their organising of this event.</p>	



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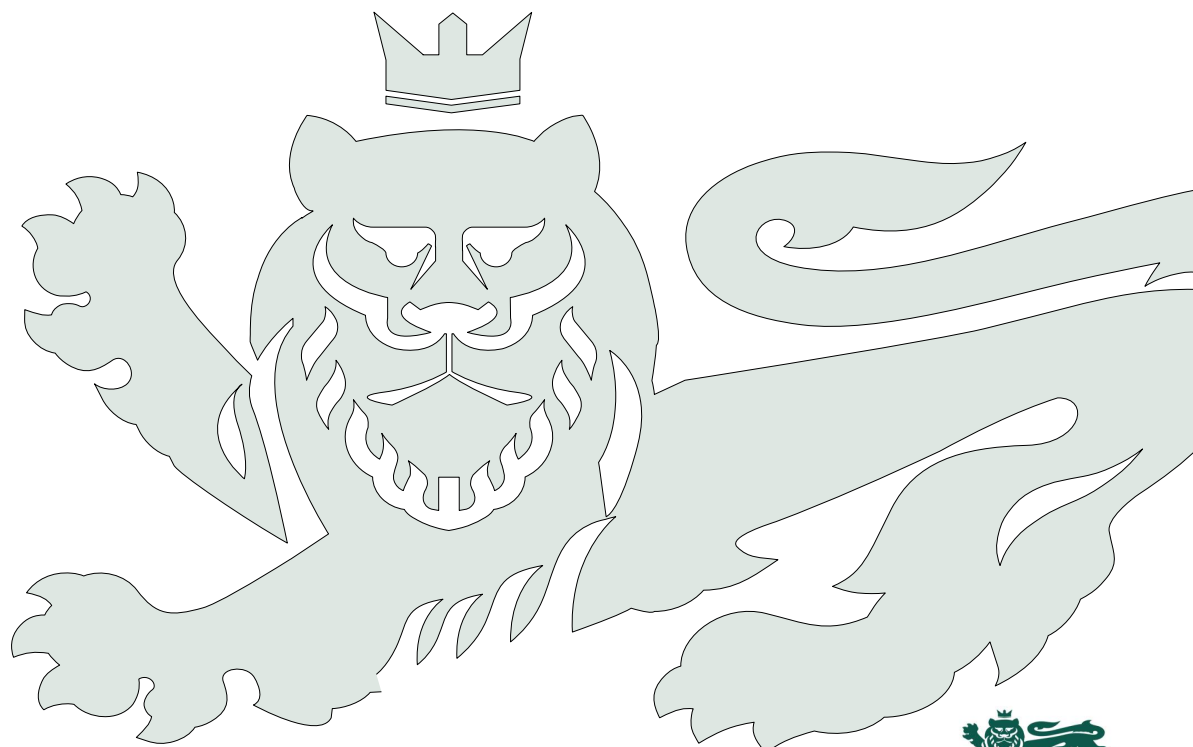
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13	Closing Remarks	<p>TW stated he believes KRS are in a good place and holds such a big place within the community and that he is happy to help in any areas that he can.</p> <p>TW reiterated what RS had said earlier about being very lucky and fortunate to have such good teaching staff and school as a whole.</p> <p>TW thanked all for attending today and giving up their time to support the school.</p>	
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**THE NEXT SGC MEETING WILL TAKE PLACE ON THURSDAY 22<sup>ND</sup> JUNE 2023 AT 1415HRS**



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