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KING RICHARD
SCHOOL

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



MINUTES OF THE KING RICHARD SCHOOL
SCHOOL GOVERNANCE COMMITTEE
MEETING HELD ON THURSDAY 1ST NOVEMBER 2022

| Attendees | | Apologies |
|---|--|---|
| Lt Col G Goodey (GG) Lt Col T Wildish (TW) Mr J Walters (JW) Mr R Sproson (RS) Mr G Burvill (GB) Mrs L Sutherland (LS) WO1 L Estwick (LE) Maj N Miller (NM) Mr D Donaldson (DD) Capt J Tracey (JR) | Chair Chair (Designate) Vice-Chair Headteacher Assistant Principal SSAFA & DHK Parent Rep RIB RSM Dhekelia Stn OC School Improvement Advisor, DCS RIB Adj and Secretary | Mr C Thomas Mr C Pallent Mr I Hussein Mrs S Telford Mrs N Goulding Mrs Stavrou-Shaw Padre Birch |

| Item | Agenda Point | Comments | Action |
|------|-----------------|--|--------|
| 1 | Pupil Voice | This meeting's Pupil Voice was provided by Corey Harris. He started school at Sixth Form in summer 2021 having previously attended a big school in Colchester. Experience at KRS has 'completely changed' his perception of education. He intends to go to university after academic year 2022/23. The level of support in and out of the classroom has been excellent. Small class sizes allow teachers to quickly identify pupils who are struggling. RS noted that the pandemic prevented the annual trip to the UK for Y12 pupils which will be recommenced. Corey is the 'Head of House' and wants to use his role to assist others who join the school and experience a 'culture shock' which they will have to overcome. GG noted that there was an excellent level of care and attention from the school. | |
| 2 | Opening Remarks | GG welcomed his successor as Chair of Governors, Lt Col Wildish. GG applauded the positive results from GCSEs and noted that greater challenges lie with A-Level results. Referring to the recent Families' Briefs he delivered, GG commented on the 'very positive' perception of the KRS among families. The positive results and community perception mean that 'small tweaks' are needed rather than big decisions. RS noted that these tweaks remain important in dealing with issues, some of which are perennial. | |



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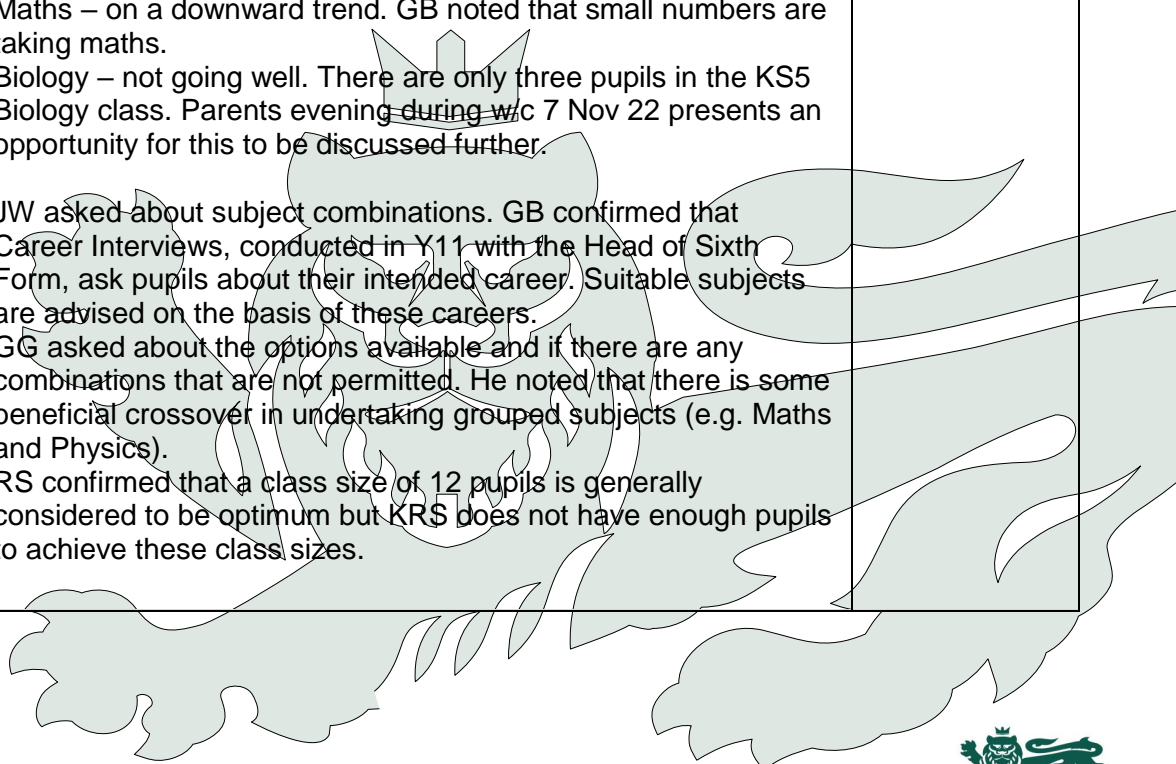
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| 3 | Minutes and Matters Arising | <p>GG went through the minutes of the previous SGC which took place on 23 Jun 22.</p> <p>The SIP, Enrichment tool and the number of clubs to children ratio were discussed.</p> <p>CT confirmed that Job Descriptions for forthcoming positions have been completed.</p> | |
| 4 | Headlines 2022 | <p>90% of teachers volunteering to run a club.</p> <p>GB briefed on attainment rates across KS4 and KS5 including the trends in subjects over time.</p> <p>KS4 Recent difficulty recruiting an English teacher has slowed down progress in English. GB noted that the scores in sciences are ‘perplexing’ and queried if there was a requirement for CPD; he noted that it is an issue for the future Head of STEM to explore. Recruitment was also an issue with Drama. The absence of a Drama-trained replacement had an impact following the departure of the previous teacher. GG asked about the ability of school to offer predicted grades due to HMG bell curve on scores. GG thanked GB for a very detailed presentation.</p> <p>KS5 Business Studies – grades are showing improvement. Maths – on a downward trend. GB noted that small numbers are taking maths. Biology – not going well. There are only three pupils in the KS5 Biology class. Parents evening during w/c 7 Nov 22 presents an opportunity for this to be discussed further.</p> <p>JW asked about subject combinations. GB confirmed that Career Interviews, conducted in Y11 with the Head of Sixth Form, ask pupils about their intended career. Suitable subjects are advised on the basis of these careers. GG asked about the options available and if there are any combinations that are not permitted. He noted that there is some beneficial crossover in undertaking grouped subjects (e.g. Maths and Physics). RS confirmed that a class size of 12 pupils is generally considered to be optimum but KRS does not have enough pupils to achieve these class sizes.</p> | |



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| | | <p>While the GCSE results are a 'good news story', GG noted that academic attainment of Sixth Formers is relevant to an MoD school.</p> <p>There is a direct benefit to Defence by offering good quality education in PJOBS. Good attainment will encourage personnel to select appointments in PJOBS if they believe their children will do well.</p> <p>Referring to the provision of education in BFC more broadly, GG stated that the A-Level results are a dampener and represent a 'soft underbelly that can be poked' by those advocating the proposal to close KRS and move all secondary education on island to the WSBA.</p> <p>RS noted that there is room for improvement. There are some things the school can work on, and other variables out of KRS' control e.g. academic aptitude of some pupils.</p> <p>GG noted that, from a DCS perspective, there needs to be a moderate response to the A-Level grades. These should not be used as a justification for centralised boarding education in the WSBA. DD concurred, stating that the figures need to be accompanied by analysis so they are not taken out of context. GG remarked upon the fact that some children doing A-Levels would be unlikely to do so were they not stationed in BFC, and the results need to be considered in light of these realities.</p> | |
| 5 | Strategy & Leadership Sub-Committee | <p>RS briefed.</p> <p>Nicola Goulding, Asst CEO (DCS Cyprus), has resigned. Recruitment for her replacement is due to commence. The staffing plan is ongoing. An RE teacher has been identified and will be arriving on 31 Dec.</p> <p>NM queried the 14-week timeframe for new teachers to be appointed. DD confirmed that this is due to overseas moving timeline. Once DBS is received, <i>then</i> the 14-week window starts. GG noted that the process would work better if it took place sequentially, i.e. a new teacher arrives (albeit does not enter the school) and the DBS process takes place concurrently. There is increased risk but this is mitigated by preventing the new teacher from entering the school.</p> <p>DD stated that notice periods are also a factor but there are ways to expedite the process of getting new teachers to Cyprus. DD confirmed that Defence Business Services will not issue a contract until DBS clearance has been received.</p> <p>CT and RS lamented how the process has become so slow. GG will include reference to this point in his letter.</p> | |



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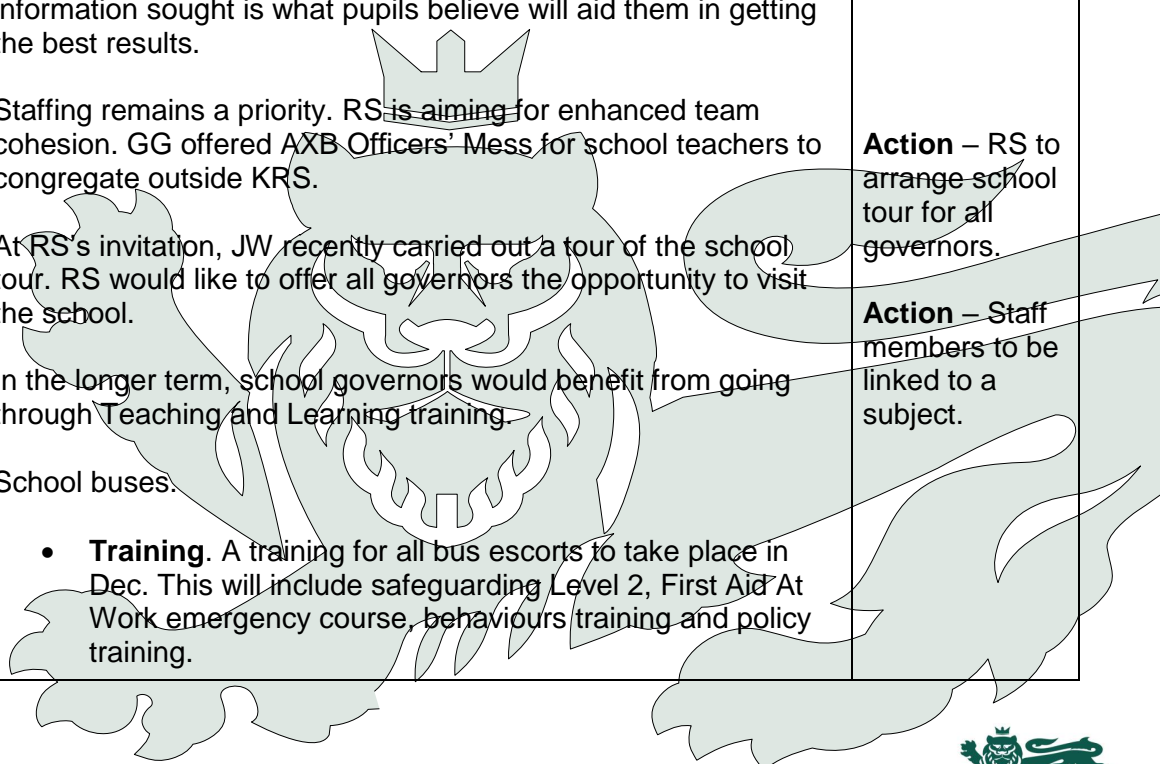
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| | | <p>Kieran Shannon and Mary Dunn have recently been recruited to KRS and will be arriving in Dec 22 and Apr 23 respectively. Stephanie Cox is covering the gap in English coverage.</p> <p>RS paid tribute to GB's hard work leading the Sixth Form and also teaching Geography across the Key Stages. RS briefed that the Deputy HT appointment is available and the appointee will almost certainly be GB albeit this has not yet been ratified.</p> <p>A new French teacher has arrived at the KRS, 12 months since the resignation of her predecessor.</p> <p>An HLTA is also due to be arriving who will support the Head of Sixth Form (Designate).</p> <p>RS referred to a point raised in the Families Brief about non-specialist teachers delivering classes. RS noted that, ironically, the results in that class went well.</p> | |
| 6 | SIP | <p>RS briefed.</p> <p>RS referred to Ofsted's mantra that 'reading [is] a part of the culture of schools'. KRS are having library lessons in which pupils are talking about their reading, an activity validated by Ofsted.</p> <p>RS noted that, during the Sub-Committee meeting, GG referred to some problems being 'perennial'.</p> <p>RS will add more detail to SIP based on pupil feedback. The information sought is what pupils believe will aid them in getting the best results.</p> <p>Staffing remains a priority. RS is aiming for enhanced team cohesion. GG offered AXB Officers' Mess for school teachers to congregate outside KRS.</p> <p>At RS's invitation, JW recently carried out a tour of the school tour. RS would like to offer all governors the opportunity to visit the school.</p> <p>In the longer term, school governors would benefit from going through Teaching and Learning training.</p> <p>School buses.</p> <ul style="list-style-type: none"> • Training. A training for all bus escorts to take place in Dec. This will include safeguarding Level 2, First Aid At Work emergency course, behaviours training and policy training. | <p>Action – RS to arrange school tour for all governors.</p> <p>Action – Staff members to be linked to a subject.</p> |



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| | | <ul style="list-style-type: none"> • Escalation. Discussion concerned how to escalate issues concerning poor behaviour on the school bus. If a complaint is made, NM will liaise with RS and UWO at Ay Nik. Parents will be issued a warning on behaviour of their children. If poor behaviour persists, the pupil will be removed from the bus. NM confirmed that schools will be taking a more active role in dealing with this issue. • Reporting. GG highlighted the need for a simple reporting mechanism and that there should not be a binary mechanism for sanctions; more scope for escalation in terms of punishments is required. • Wider issues. NM stated that escorts need to know if certain pupils have issues which affect their behaviour. • Monitoring. Progress on this issue is to be reviewed. This is especially important given the move to QBS. | Action – by end of Jan 23, NM is to provide feedback on buses. (NM) |
| 7 | Upcoming events | RS thanked GG for delivering Remembrance assembly (in advance). <i>At the time of writing, this assembly has been delivered.</i> | |
| 8 | Teaching and Learning Sub-Committee | N/A – there was no Teaching and Learning Sub-Committee meeting. | |
| 9 | Pastoral and safeguarding | <p>CT briefed.</p> <p>Building upon RS' comments about reading, CT stated that it is refreshing to see so many pupils reading during his school walkarounds. More broadly, CT noted that the standard of behaviour is generally good.</p> <p>'MyConcern' app has been introduced to record safeguarding concerns and misdemeanours generally. CT confirmed that there has been an increase in number of issues raised but app usefully highlights them.</p> <p>Sub-Committee's primary discussion point concerned uniform appearance policy.</p> <ol style="list-style-type: none"> 1) <i>Does uniform policy fit a modern school?</i> SLT noted increased numbers of nose piercings. A basic, transparent nose piercing will be allowed but others e.g. bull rings, will be clamped down on. 2) <i>Is there a requirement for a Sixth Form uniform?</i> No need for uniform as such but standards have slipped. New dress requirements will be articulated to ensure pupils are smart. This will specify skirt design and minimum length. <p>CT confirmed that the school uniform policy is gender neutral.</p> | |



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| 10 | Enrichment and Co-Curricular performance S-C | <p>CT briefed.</p> <p>The intent is to offer more varied enrichment opportunities for all pupils at KRS. Some students spend two years in Cyprus and do not go very far from Dhekelia thus KRS has a duty to encourage these opportunities.</p> <p>CT thanked NM for inviting KRS to events, e.g. Dhekelia Splash. Fun runs and fundraisers for cancer research are to be planned.</p> <p>GG referred to the natural synergy and efficiency in joint endeavours between Stn and KRS given their 'natural partnership'. This built upon points raised during the Pupil Voice.</p> | |
| 11 | SEN report | <p>CT briefed.</p> <ol style="list-style-type: none"> 1) The current lack of support from EPSL ('Education, Psychology, Speech and Language') team is problematic. The lead for this role currently in UK. This is tantamount to a gap given the criticality of contact time. 2) One SEN pupil is currently one grade below in terms of progress. Others have done very well, such as the SEN pupil who managed a Grade 6 in Maths despite significant learning issues (required a scribe and other support). 3) CT referred to the Autistic Inclusion Award. Staff and pupils have benefited from this accreditation which was partly driven by feedback from parents. CT discussed the ergonomics of a classroom for SEN children, referring to a 'Learning Wall'. There is evidence to suggest that this approach is beneficial for both autistic and non-autistic pupils. <p>GG asked about the situation with the EPSP team which he found concerning. The incumbent is on maternity leave and the gap is not covered. Her return date remains unknown. GG noted that it does not feel right that this post is not replaced/covered when needed. DD noted that clearly not good enough for a <i>'specialist service not to be readily available'</i>.</p> <p>GG and RS thanked CT for his hard work in achieving the ASD Inclusion Award taking place in conjunction with his other commitments.</p> <p>GG referred to the Progress Score. Children are doing well but not as well as others. GG asked GB is he can provide evidence from 2017-22 demonstrating that attainment scores for SEN children is consistently lower than non-SEN students.</p> | <p>Action – CT to produce stats from 2017-22 contrasting SEN pupils with non-SEN pupils. (CT)</p> |



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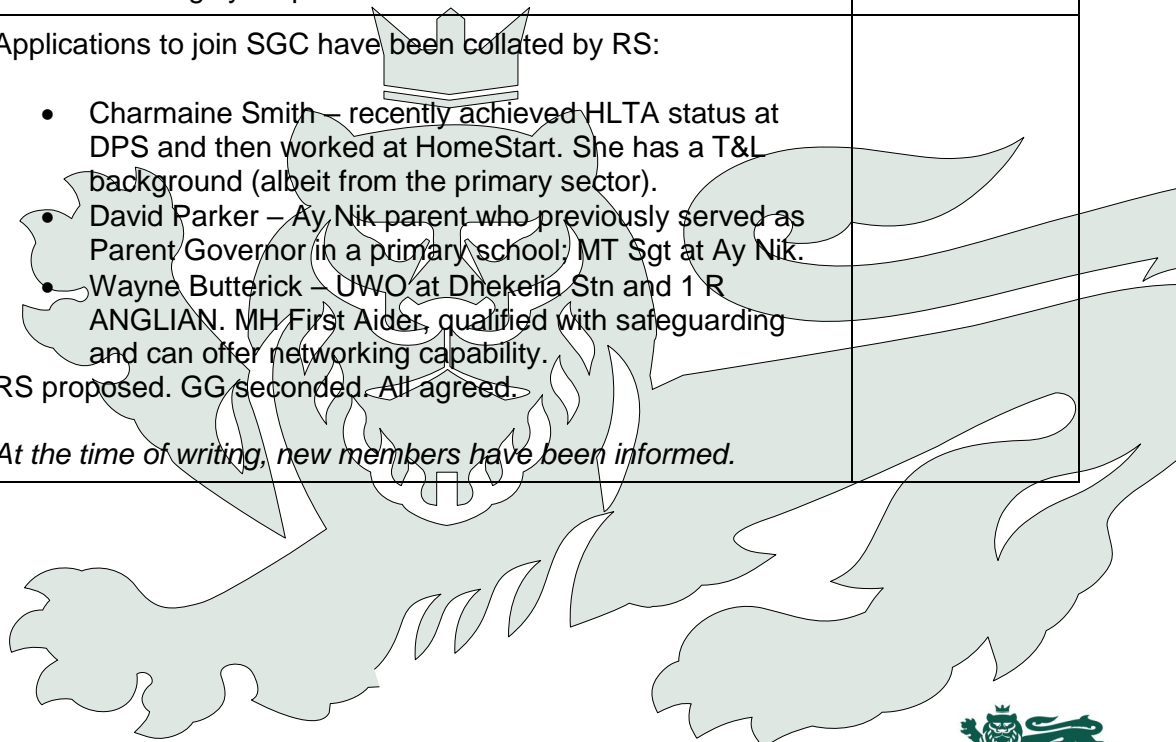
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| 12 | SGC Training | Passwords should have been issued which grant SGC members access to training modules. CP to send out passwords and further info as a continuation of a previous action. | Action – CP to send out info regarding training modules. (CP) |
| 13 | Key functions | <p>JW briefed.</p> <ol style="list-style-type: none"> 1) Budget – an overview of the budget was provided. 2) Health and Safety – guard rails are being provided in the KRS Annex to ensure safety compliance. 4) Near misses – Nichola Foster (SHE Advisor) introduced a near miss reporting mechanism in which pupils and staff are to report near misses concerning safety. RS confirmed that staff are routinely briefed that ‘H&S is everyone’s business’. 5) Infrastructure – AC will be installed over Easter 23. This will not disrupt teaching time. 6) Policies – energy policies need rewriting. Covid policies require update. The overarching policy review is required to mitigate risk. JW and the SHE Advisor will review all policies. <p>Website. Some photos on the school website are out of date. All SGC members to review the new website. DD confirmed that there is one person in Army Media and arranging time with them to produce the QBS website has been ‘painful’.</p> <p>GG thanked JW, noting the SGC’s statutory responsibilities for which JW is largely responsible.</p> | |
| 14 | Voting on New SGC Members | <p>Applications to join SGC have been collated by RS:</p> <ul style="list-style-type: none"> • Charmaine Smith – recently achieved HLTA status at DPS and then worked at HomeStart. She has a T&L background (albeit from the primary sector). • David Parker – Ay Nik parent who previously served as Parent Governor in a primary school; MT Sgt at Ay Nik. • Wayne Butterick – UWO at Dhekelia Stn and 1 R ANGLIAN. MH First Aider, qualified with safeguarding and can offer networking capability. <p>RS proposed. GG seconded. All agreed.</p> <p><i>At the time of writing, new members have been informed.</i></p> | |



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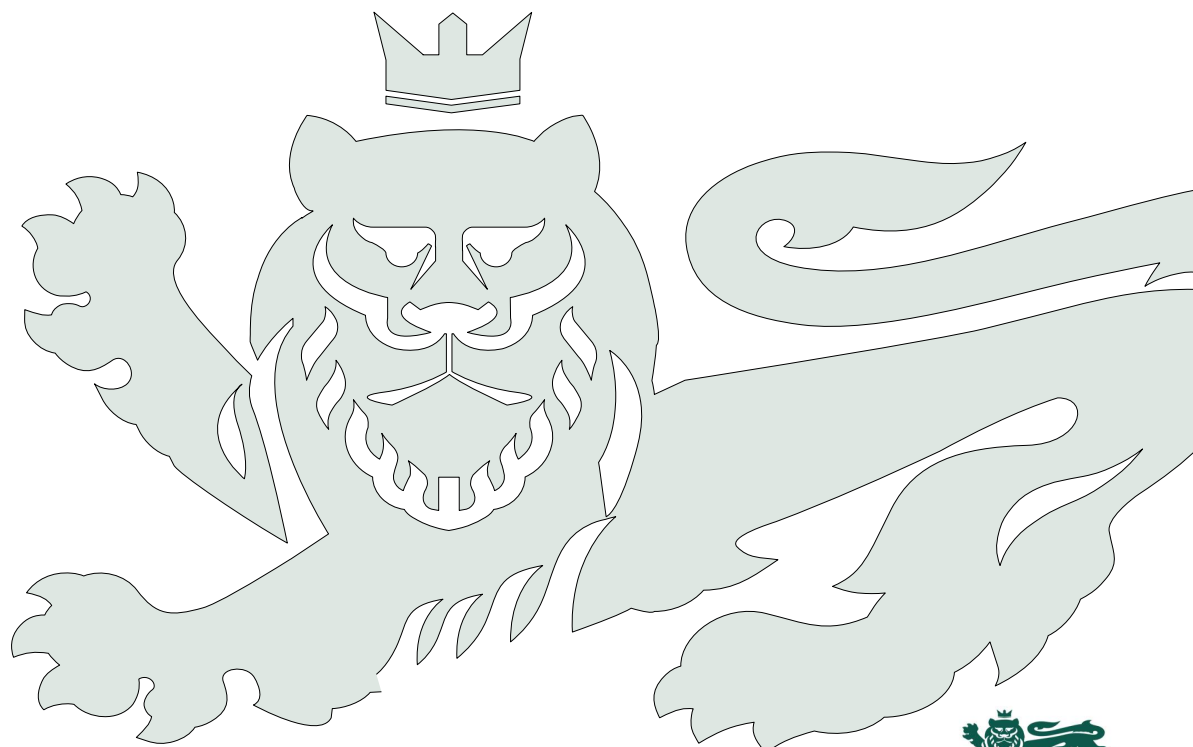
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| 15 | AOB | <p>CO encouraged the SGC members to use the 1 R ANGLIAN Welfare Minibus.</p> <p>RS to liaise with DCS to find a way around how they can get a vehicle which is shared between Stn and KRS? This would mitigate issues with MT and vehicle availability. GG said in the interim that KRS is welcome to make use of it.</p> <p>RS thanked GG for his commitment to the school and gave him a token of his appreciation for GG's work as the Chair of Governors. GG stated that it had been a 'real pleasure'.</p> | Action – Liaison with DCS on procurement of vehicle. (RS) |
| 16 | Closing Remarks | N/A | |



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