

08 June 20

MINUTES OF THE SGC MEETING HELD AT 15:30 ON 08 June 20 AT MOUNT PLEASEANT SCHOOL

Present:	Wg Cdr Brady, CO BSW (PBr) Maj Hennigan (GH) Mrs L Brown (LB) Mrs K Steen (KS) Mrs K Brand (KB) Lt Cdr Robertson (AR) Sqn Ldr Brown (CB) FS Belcher (PBe) Capt Hart (IH) Ms Alisa Crichton (AC) Ms M Summers (MS) Mr D Crofts (DC)	Chair Vice Chair Head Teacher Director of Education & Head of IJS BFSWS Finance Rep & Parent Rep Parent Representative Parent Representative Families Liaison Officer Policy Rep Teacher School Business Manager
Apologies:	Maj Coombes (NC) Sqn Ldr Donald (MD)	Ind Rep Parent Rep

Agenda Item	Minutes	Action Required
1. Apologies	Apologies accepted from those not able to attend. KB – asks why the Padre has not been invited as it is within his terms of reference? LB – we’re unaware that it is within the Padre’s role to attend, but in future an invitation to meetings can be extended.	
2. Opening remarks by chair PBr	PBr - briefly welcomes everyone to meeting. Anticipates that by September/October the SGC role and meeting schedule should fall back into a more normal rhythm.	
3. Matters arising from previous minutes	February Meeting: <ul style="list-style-type: none"> • Footpaths – temporary path now in place and to be upgraded to a permanent surface after winter. • Capacity of school building – actioned and will be covered in HT report later. • Building of SFA – Dates are still unknown. • Parent meeting with SGC – has had to be put back until Autumn term owing to COVID restrictions. • Assigning SGC members to SIP – actioned. • Safeguarding training – completed and ongoing for new staff. 	

<p>4. HT Report LB</p>	<ul style="list-style-type: none"> • School self-evaluation – is being rewritten and completion targeted for September. • LEC pension contributions – HQ have written to LEC's. • SGC school visits – could not take place because of COVID restrictions. • PTA new chairperson – PTA has not been/isn't currently in operation. • Parental Delegation Form – IH completed required meetings; form was originally approved by DCYP, the incumbent HT and SSAFA. • PBr – points out that KB is now employed as by Polaris Children's Service, known as British Forces Social Work Service. <p>June Extra-ordinary meeting:</p> <ul style="list-style-type: none"> • 2 week re-evaluation of school risk assessment – done. • Planning for staff leave needs – done. • SGC email – done, MPS.SGC@modschoools.org, is on school website. • Hangar for PE – was to be looked at by MD KB – asks how safe it would be? LB – any potential site would be subject to a risk assessment before use. The need for physical exercise is really important. PB – asks how much access will be needed and for how many? LB – probably once per week, class sizes of about 15. PB – will speak to gym to see if they can accommodate this. <p>Pupils Provides summary of pupil numbers, how the numbers have changed throughout the academic year and what the anticipated September numbers are.</p> <p>School will continue to provide home learning support for families in periods of isolation and quarantine.</p> <p>Attendance figures will be given out with the next pupil report for the period pre-COVID closure, Sept 2019 to March 2020.</p> <p>Whole school attendance for that period was 96.9%.</p>	<p>PB – see if gym has space to facilitate PE lessons</p>
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Closure and re-opening

Proposed classroom changes have already been made ready for September, during the changes all class bubbles have been maintained.

Considered this to be very important to complete before the end of the school year as it is a means of helping the children transition. Unable to undertake normal transition activities, so the children have been able to see where their class be in September.

By re-organising have created two intervention rooms, Yr 5/6 have moved into the larger classroom that was needed, there is now a dedicated library with a research area and a teaching area.

Every key stage has a useful intervention space.

Governors are encouraged to take a look around school at the end of the meeting.

Layouts within classrooms have been maintained according to COVID restrictions and all other COVID arrangements maintained.

Staffing

Teachers - school is fully staffed.

LSA's – are all now attached to a class and professional development meetings have been completed by teaching staff.

The new Y3/4 teacher is in post.

The new caretaker is in post.

Recruitment

The Head Teacher position has been advertised.

2 X LSA positions will be advertised shortly.

Community support

COVID restrictions have meant that this is not currently taking place.

Anticipate that Morning Club will re-commence in the Autumn term but not immediately.

Health Visitor and Practice Nurse visit couldn't happen as planned last week owing to weather, but will be re-arranged.

Next school year wish to further develop the use of the school hall.

Looking to expand the support offered by our Nursery Manager for the very young children on base. Has already assisted the Families Officer to develop the FCC space for young children.

Curriculum

Following COVID closure children's progress was assessed and gaps identified in order to plan to the end of term.

The DCYP school improvement advisor was consulted today and considers MPPS to be generally 6 months ahead of what is happening at any other location.

Transition

Transition is not as normal this year.
 Teachers know the children well.
 We are confident to deal with our new children.
 There has been a lot of PSHE work undertaken.
 School is as ready as it can be.

Enrichment

Has stopped during COVID restrictions.
 Day trips can begin again in September.
 If there are any military units can offer and support visits we would like to hear from them.

Staff development

Staff development has continued during lockdown.

 One of our LSA's has secured a scholarship for a degree.

 NPQH training course to be continued.

 One of our teachers is to undertake a Master's degree.

 The nursery manager is considering taking the QTS qualification.

SIP

HT and AHT are reviewing the SIP.

 Some things couldn't take place during closure as the monitoring couldn't take place.

 Handouts are provided to SGC to show where progress has been made.

Standards

This year baseline assessments and SATS have been cancelled.

 The Y1 phonics check has been postponed to be completed at the end of Y2.

Budget

School is well resourced and the remaining budget will largely be spent on resources to fulfil the curriculum.

SHEF

The new caretaker will now support SHEF across the school and will liaise with DCYP to make sure SHEF issues are up-to-date from September.

PB – asks if that will include the COVID RA?

<p>5. Updated school policies LB</p>	<p>LB – there will effectively be two discussions – one for the COVID RA and another for general SHEF.</p> <p>The visit of the DCYP SHEF advisor couldn't take place, so school now aims to identify any gaps to act upon until that visit can go ahead.</p> <p>There are still policies being finished and will be shared with staff and pupils in order to be able to include the 'student voice' before being published.</p> <p>These policies should be available to share in September, including, Teaching & Learning Policy, Assessment Policy, Feedback & Marking Policy, English Policy.</p> <p>AR – asks if the work on policy will include the 'Parent Charter' discussed at previous meeting.</p> <p>PB – MD was going to look at other examples – will discuss this with him.</p> <p>KB – asks what form this would take?</p> <p>LB – more like an agreement. IH – along the lines of 'what the school can expect of you'.</p> <p>AC – as policy rep agrees to draft the parent charter.</p>	<p>LB – To work on new policies</p> <p>AC – will explore parent charter</p>
<p>6. Long-term challenges post-COVID LB</p>	<p>UK Government guidance is that all schools will be re-opening fully in September.</p> <p>The DCYP CEO states that MOD schools will re-open fully if able to within the local context.</p> <p>MPPS – is currently the only MOD school fully open.</p> <p>AR – asks, should there be a spike in COVID cases in the UK leading to closure of UK schools will MPPS also have to close?</p> <p>LB – we don't think so as there is 'leeway' according to what the local situation is. So, we would expect to be able to act according to our unique local situation.</p> <p>There are just 4 statutory requirements:</p> <ul style="list-style-type: none"> • If anyone is sick they must be off school. • Enhanced measures for handwashing. • Enhanced measures for respiratory hygiene. • Enhanced cleaning schedules. <p>Otherwise, guidance is to do what is appropriate in the local circumstances and being able to maintain groups so that track & trace is always possible.</p> <p>In September whole school activities can resume.</p>	

<p>7. Roles/ School visits PB</p>	<p>We are awaiting the DCYP guidance but are starting to get our RA ready now.</p> <p>PB – asks will visitors to school be allowed?</p> <p>LB – not certain, guidance only published today, as visits out of school are allowed, think visitors to school should be alright too.</p> <p>KB – asks why face masks are not being worn.</p> <p>PB – we have no local cases. LB – we are following BFSAI policy. AR – if the local context should change, that would be looked at but, at the moment, BFSAI has robust quarantine in place.</p> <p>KS – confirms that masks are not worn in Stanley.</p> <p>AR – our situation is reviewed on a daily basis. Lockdown would most likely be a more effective control measure than wearing masks.</p> <p>LB - we have only 45 children so our groupings are manageable and track & trace is not a concern.</p> <p>AR – groupings are less relevant here because of the family groups that we have.</p> <p>PB – asks if this information will go to parents?</p> <p>LB – yes by newsletter, will be able to say the things that are definite.</p> <p>AR – asks how many new families are expected?</p> <p>LB – only 1 family arriving in Summer so that’s also very manageable.</p> <p>SGC visits to school need to start again in September.</p> <p>Those visiting will need to engage with the teacher rather more than the children (owing to the restrictions).</p> <p>KB – asks if safeguarding can also therefore begin?</p> <p>LB – yes.</p> <p>AR – agrees, yes on the balance of risk safeguarding should commence.</p> <p>PB – visits should be each half-term.</p> <p>CB – asks if visits should now be focussed on SIP areas or year groups.</p> <p>PB – visits should focus on SIP.</p> <p>LB – SGC members can meet with HT/AHT for guidance and then speak with teachers.</p>	
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<p>8. Issues raised</p>	<p>PB – the standard SGC reporting form should be completed, the form also has a safeguarding box to complete.</p> <p>Teacher / Practitioner Reps / Unit Reps / Chair</p> <p>LB – have requested expressions of interest for a new staff rep.</p> <p>AR – completed a finance visit, all is run well and assurance is provided by both BSW and DCYP. Perhaps the SGC would be able to help in securing in long-term strategy for infra-structure, such as permanent structures for storage rather than an ISO container.</p> <p>PB – agrees that SGC may be able to start looking at that from September.</p> <p>IH – will help to find out if any units may wish to accommodate school visits.</p> <p>KS – offers thanks to all school staff for everything that’s been done.</p> <p>PBe – points out that DBS clearance is needed for new SGC members.</p> <p>PB – confirms that DBS applications can be put through school.</p> <p>PB – the vice-chair (GH) will be leaving, this is an independent rep role and expressions of interest have been sought. Also, Nikki Coombes is due to leave in August – do we need to fill this position? Consensus is no – there are enough SGC members.</p> <p>With regard to the vice-chair, once another independent rep has been appointed the decision to appoint the next vice-chair can be taken – this will likely take place at the next SGC meeting.</p>	<p>IH – find out if there are any units who may be able to facilitate school visits from September.</p>
<p>9. AOB</p>	<p>LB – thanks SGC for being so supportive and helpful in a practical way.</p> <p>PB – asks if term dates for next year have been decided?</p> <p>LB – owing to local quarantine it’s likely that the October half-term will remain as 1 week and that the additional week (as a result of school working through the Summer half-term) will be taken at Christmas. This will have less impact on the half-term break and give a more useful leave period at Christmas. Are the SGC happy to return the October half-term to a single week?</p> <p>AR – that makes complete sense.</p> <p>IH – check which dates will fit with the SAA.</p>	

	<p>LB – yes, holiday dates will aim to work around available flight dates. This will be put out to parents asap.</p> <p>PB – owing to SAA uncertainties may have to publish this as ‘dates TBC’.</p> <p>LB – December break likely to be 11/12/20 to 11/01/21 – but this is still subject to change.</p> <p>AC – points out that concessionary flights are unlikely to be returning and that staff will need to take that into consideration when booking leave flights.</p> <p>PB – thanks everyone and closes the meeting</p> <p>Next meeting will be arranged in next academic year.</p>	
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