

18 February 21

MINUTES OF THE SGC MEETING HELD AT 09:00 ON 18 February 21 AT MOUNT PLEASANT SCHOOL

Present:	Wg Cdr Brady, CO BSW (PB) Wg Cdr Walker (AW) Capt Hart (IH) Mrs V. Stobart (VS) Mrs M. Summers (MS) Mr G Margerison (GM) Mrs K Steen (KS) Mrs K Brand (KB) Ms Ailsa Crichton (AC) Sqn Ldr Brown (CB) Lt Cdr Robertson (AR) Mrs L Deane (LD) Sqn Ldr J Graham (JG) Mr D Crofts (DC)	Chair (outgoing) Chair (incoming) Vice Chair/Families Liaison Officer Head Teacher Assistant Head Teacher DCYP/MOD Schools Representative Director of Education & Executive Head of IJS Safeguarding Representative/BFSWS Policy Representative Parent Representative Finance & Parent Representative Teacher Representative Independent Mathematics Representative School Business Manager
Apologies:	Sqn Ldr Donald (MD) Padre	Parent Representative Independent Representative

Agenda Item	Minutes	Action Required
1. Apologies	Apologies accepted from those not able to attend.	
2. Opening remarks by chair PBr	PB - Briefly welcomes everyone to meeting and asks all members to introduce selves.	
3. Matters arising from previous minutes	<p>Action Points from meeting/minutes of October 2020 meeting:</p> <ol style="list-style-type: none"> Parent Charter and Home/School agreement. PB – Not yet actioned as there is a new incoming Head Teacher with whom the need for such a policy covering parental communications will need to be explored/developed. School Meals Policy. MS – A draft policy is now written and is provided to SGC for feedback. Parent and student questionnaires have been used to canvas opinion and points raised are to be followed up with Mess chefs at a meeting TBA after current lockdown. Policy will then be published and outcomes shared with parents. Broadly – majority of families are happy with current meals and appreciate local limitations. JG – May be able to help at meeting with Mess if supply is the issue. 	AW & VS will be able consider/discuss these further

<p>4. HT Report MS</p>	<p>MS – Worth pointing out that taking current situation into account the Mess do an outstanding job. PB – Yes, they are currently coping with literally thousands of dispersed meal requirements. KB – Asks if the school has a ‘duty’ to provide the meals or is it the case that children could go home for dinner? There is a point at which we have to accept that CRF are doing a good job and that it’s just not possible to please everyone all of the time. AR – It’s important to keep the issues in perspective, it is a minority of parents who have a few issues. IH – Part of the problem is that there is more variety of meals available in the Mess, but this is because extra Messing rates are paid.</p> <p>3. Recruit member of School support staff to SGC. MS – There have been 2 requests but no uptake. LD – Issues are largely that all are parents and have problems with timing, scheduling, commitments.</p> <p>4. Safeguarding discussion to be arranged KB with MS. KB – This took place. Now considering need for other safeguarding notices around school, e.g. internet safety. On visiting school all children observed to be productive, satisfied and happy.</p> <p>5. Review of Missing Child Policy with PSU. CB – Meeting has been completed and was productive in terms of information sharing.</p> <p>6. Change to school term dates DC – Dates were altered to be in line with SAA and put out to parents and published on school website.</p> <p>7. Whole school photograph. Completed.</p> <p>Latest HT report provided to SGC. MS – Briefly outlines current staffing of teaching posts and with recent recruitment of 2 x LSA’s are now fully staffed except potentially a lunch hall/ playground position. Quality Assurance has been completed, there have been lesson observations, book checks and environment walks’ all demonstrating good standards are being maintained. The Core Visits programme has continued in support of school. CPD is being continued. Progress continues to be made toward the SIP, Early Years remains an area in need of more work. School currently running with a member of staff away and staff are doing a good job of maintaining the teaching and learning in that area.</p> <p>PB – Asks if Paul Belcher (previous member of SGC) had made a visit as he was the rep for Early Years?</p> <p>MS – Yes, did complete his visit and provided positive feedback evidencing good relationships, provision and environment.</p> <p>PB – Notes that the gapped position on the SGC needs filling.</p>	<p>MS to arrange meeting with Mess chefs to make any possible adjustments. New policy and feedback will be provided to parents at appropriate time</p>
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	<p>MS – Where any targets have been missed it is owing to the COVID closure.</p> <p>MS – There are currently 3 x SEN children and LD is currently providing SALT. However, there is currently no DCYP SALT advisor. School does have a number of children with SALT needs and this is an area that VS is likely to need to discuss further with GM.</p> <p>GM – Have always been concerned about the lack of SALT provision in FI's. Agree that this is a problem that needs to be discussed.</p> <p>AR – Personal discussions when AR arrived in 2019 regarding SALT almost prevented his family arrival. However, his experience in FI's has been positive, SALT has been provided via Skype lessons and perhaps DCYP could look to providing SALT in this way.</p> <p>LD – SALT is a vast area and much of the provision that concerns attention and understanding is extremely difficult to provide by Skype, many children needing SALT wouldn't be able to access it this way.</p> <p>PB – An area which needs to be viewed case-by-case.</p> <p>MS – Yes. Also, at full LSA capacity school can accommodate additional support but that level of staffing cannot always be maintained.</p> <p>PB – There is a need to be clear to parents what can and cannot be achieved.</p> <p>AR – Worth remembering that UK provision isn't all encompassing either.</p> <p>KB – Can we evidence that what is said in the UK (i.e. offered to a family) is what we actually get/have available in the FI's?</p> <p>MS – This does cause problems as we only have limited expertise and experience in school.</p> <p>LD – Expertise is highly dependent on experience of staff, and that is highly variable.</p> <p>KB – Are we able to utilise provision that may be available in Stanley?</p> <p>AR – Own experience was that there was high resistance to this, though that may have changed.</p> <p>AC – Could look into this policy.</p> <p>MS – CPD, continues and training is being put in place to support according to need.</p> <p>DC – Budget update, Q3 quarterly meeting took place with DCYP HQ, no issues identified, all records up-to-date and spend in accordance with school budget.</p>	<p>VS and GM discussion needed to appraise VS of position with regard to SALT for ROW schools</p> <p>AC will see if policy allows for use of local SALT services</p>
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<p>5. Update following COVID-19 closure</p> <p>6. Policy updates</p>	<p>MS – H&S update – hall floor defects impact upon PE curriculum. Carpet tiles throughout school are to be replaced</p> <p>PB – BFAI Infra-structure meeting is due next week and this can be highlighted again, it is impacted upon largely by costs for contractor quarantine requirements.</p> <p>GM – Understand door still not repaired.</p> <p>DC – Latest position – G3 recently contacted school to discuss potential for completing hall floor repair and carpet tile replacement during upcoming Easter break. School has contacted DIO to confirm if this is the planned schedule and to ascertain that door seals will be repaired prior to any works being carried out. Awaiting DIO response.</p> <p>AW – Asks for copy of correspondence between school and DIO.</p> <p>GM – Confirms he did also attend (virtually) the meeting at school with DIO and it's now disappointing that there is still no fixed date for works, it would be really useful if this could be raised at the next infra structure meeting.</p> <p>MS – Re teaching vacancies that are anticipated – a recruitment campaign has begun.</p> <p>PB – Asks what is the contingency plan?</p> <p>MS – As certain staff departures are internal those staff would have to remain in post until the vacancy is filled.</p> <p>GM – Provides a recruitment update – interviews are likely to take place in about 4-6 weeks. There is also the potential to use supply teachers.</p> <p>PB – The school was closed at extremely short notice and learning packs went out quickly to families.</p> <p>MS – Yes, school was closed on Friday with no staff in and packs went out on the first day of the following week. School also sent out 'National Children's Mental Health Week' packs. There have been positive comments from parents.</p> <p>PB – Key worker policy was reviewed. The school RA was also reviewed.</p> <p>PB – School will re-open Next Monday with no further COVID measures in place.</p> <p>IH – Sought feedback from parents, the home learning packs were well received and provided good structure.</p> <p>SGC provided with draft of new Healthy Eating Policy SGC Also provided with updated SOP's for:</p> <ul style="list-style-type: none"> • Early Year's Outdoor Provision 	<p>DC will provide latest email chain to AW</p> <p>AW will raise issue of school flooring with DIO</p> <p>All SGC members to read and may suggest</p>
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<p>7. Feedback from SGC visits to school</p>	<ul style="list-style-type: none"> • Early Year's Intimate Care • Early Year's Positive Behaviour <p>LD – The SOP's are intended to ensure consistency across all MOD Early Years settings</p> <p>KB – Already mentioned earlier.</p> <p>PB – Paul Belcher reported a good visit.</p> <p>PB – Looked at several areas across school – values, displays and Post-COVID performance.</p> <p>IH – Have made several visits and discussed – leadership, CPD and comparisons between DCYP and the military.</p> <p>PB – Visits have again been impacted by CV-19. All encouraged to make a visit in the next half-term. This is important as an OFSTED inspection would look at how the SGC work to hold the school to account. The SIP is based around 4 'pillars' and visits should be focussed on these.</p> <p>MS – Notes that there is currently no SGC rep for SEN.</p>	<p>alterations/ad ditions/impro vements</p> <p>All SGC to aim to make visit to school during next half-term</p>
<p>8. DCYP/MOD Schools ROW Advisor report</p>	<p>Report is provided to SGC.</p> <p>PB – Invites any comments.</p> <p>AR – Asks with regard to SIP whether the school is now considered to be 'on track' as the visit, by Andy Yeoman, that took place in preparation for OFSTED, indicated it was not.</p> <p>MS – OFSTED now have a new focus and a s result each subject now has a leader. The issues in Early Years have been addressed and the work is being completed, GM the ROW Advisor is involved in that.</p> <p>PB – One of the problems to be faced is that the majority of current SGC members are moving on. The new SGC members will benefit from a similar training package to that which Andy Yeoman delivered. Members will need awareness of what OFSTED will look for. The search for new SGC members needs to begin, preferably people on continuity tours. All SGC members who are leaving asked to find out if their replacements would be interested in joining the SGC.</p> <p>GM – Confirms suitable training will be provided.</p>	<p>Departing SGC members to seek interest from replacements</p>
<p>9. Issues raised by SGC Reps</p>	<p>LD – Staff Rep – Points out that whilst there may be a number of staff who are leaving this year it is not owing to any issue at the school, everyone is happy.</p> <p>Parent Reps – no issues.</p>	

<p>10. AOB</p>	<p>JG – Needs to arrange a visit to speak to Mr Deane about maths and also needs to speak to SBM about D&BS forms</p> <p>KB – Is to continue safeguarding training and is aware of need for staff training. Currently using existing training pack but that may be re-vamped. Next courses likely to be in March.</p> <p>IH – There are a number of dependant spouses due to arrive who are teachers and may be interested in working at school</p> <p>DC – Confirms they have been in contact already and are being directed to the recruitment campaign.</p> <p>IH – Accompanied teachers are entitled to SFA housing.</p> <p>IH – Structured playgroups are now being run by LD in the FCC</p> <p>LD – A ‘Under 2’s’ timetable has been circulated. Reiterates that does not want to be thought of as the FCC manager as that is not her role.</p> <p>IH – Has applied for further funding to provide a sensory area that is fit for purpose and awaits outcome of the application.</p> <p>IH – Is also intending to provide an update for the SGC section of the school website. To include the re-structured committee, that the committee is now aligned to OFSTED requirements, that the SGC has engaged with the Mess re school dinners, provided COVID support, undertaken safeguarding training, helped to arrange school photo and is involved to resolve MT issues.</p> <p>CB – Could also include the addition of the new SGC mailbox.</p> <p>AC – Will continue to be policy rep as has now extended tour.</p> <p>PB – MT transport is often used by school, e.g. to transport children to swimming pool, that facility has currently been withdrawn owing to a tax implication.</p> <p>IH – The issue is currently being looked at by Command Sec.</p> <p>AR – This was looked at 18 months ago, it shouldn’t be an issue as the school is not a ‘tax-payer’ Requests IH to forward a copy of all comms re this problem.</p> <p>KB – Not providing the transport contradicts the safeguarding needs of the children.</p> <p>PB – Raises the issue of staff leave at the coming Easter break. currently there is a need for UK isolation and COVID testing and then FI quarantine. Where does this leave the school in respect of teachers taking leave to the UK?</p>	<p>JG to arrange conversation with JD</p> <p>IH to prepare SGC update for website</p> <p>IH forward comms re MT issue to AR and AR will try to progress.</p>
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	<p>MS – Awaiting arrival of VS in school so that this issue can be resolved as the circumstances have indeed changed since the last time staff took leave to the UK.</p> <p>JG – As of 01/03/21 will also need a negative CV-19 test to travel south.</p> <p>PB – Thanks MS for her work as Acting Head Teacher.</p> <p>MS – Thanks PB for all of the support she has been to school and also welcomes VS and AW.</p> <p>KS – Manages to message that she did visit school and was thrilled with what she saw.</p> <p>PBr – Closes the meeting.</p> <p>Date of next meeting TBC</p>	<p>VS, MS, GM to discuss school position on staff leave</p>
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