

09 March 2022

MINUTES OF THE SGC MEETING HELD AT 10:30 ON 09 March 2022 AT MOUNT PLEASANT SCHOOL

Present:	Wg Cdr A. R. Pountney, CO BSW (RP) Maj I. Hart (IH) Mrs V. Stobart (VS) Mr R. Bucknill (RB) Mrs K. Steen (KS) Mrs K. Stevens (KSt) Padre Padre Philip Johnson (PJ) Sqn Ldr M. Donald (MD) Mr Stuart Dickenson (SD) Mrs C. Mathew (CM) Mr D Crofts (DC)	Chair Vice Chair Head Teacher DCS/MOD Schools Representative Director of Education & Executive Head of IJS Safeguarding Representative/BFSWS Independent Representative Parent Representative Parent Representative / STEM Parent Representative School Business Manager
Apologies:	Ms Ailsa Crichton (AC)	Policy Representative

Agenda Item	Minutes	Action Required
1. Apologies	Apologies accepted from those not able to attend.	
2. Opening remarks by chair RP	RP - Thanks all for attendance and asks everyone to briefly introduce selves.	
3. Matters arising from previous minutes	<p>Action Points from meeting/minutes of October 2021 meeting:</p> <ol style="list-style-type: none"> 1. Parent Charter and Home/School agreement remains a work in progress, drafted version now to be discussed by RP and VS. 2. SGC update for school website – IH has visited school and viewed SGC website page, discussed update process, is working on SGC impact statements. 3. Behaviour policy – is now in effect and being trialled. 4. Updated Safeguarding policy – completed. 5. Staff Code of Conduct – has been updated to include reference to MOD whistleblowing policy. 6. Morning Club – to be covered later in meeting. 7. SGC Visits – only IH has completed a visit. The frequent ‘churn’ of BFSAI personnel is an issue. <p>VS – Requests a week’s notice to arrange visits to agree a focus and make sure relevant staff are available. IH – Notes that visits should now be focussed /aligned to the SIP priorities rather than each SGC member having one particular focus. RP – Is there any ‘how to conduct a visit steer’ given to members?</p>	<p>VS & RP – Discuss draft charter</p> <p>IH - to work on website update.</p>

<p>4. HT Report VS</p>	<p>VS – Points out importance of having correct member of staff to support during a visit, to make sure SGC member sees the right things and gets right information.</p> <p>SD – Is there is any SGC training material to access?</p> <p>VS – RB will be completing SGC training when he visits the school as governance committee does not have same remit as in a UK school.</p> <p>RP – Is there is any material can be distributed ahead of RB's visit?</p> <p>RB – Yes, can share training materials. The key points are:</p> <ul style="list-style-type: none"> • To have a strategic view of where the school is headed. • To work with the school team to focus on the key issues identified in the SIP. • To view the school and children at work. • To hold the school to account and offer support to the school. <p>SGC should have Terms of Reference and support material. If expecting a large churn of staff and looking for new SGC volunteers, OK for anyone interested to attend the training session to help them decide if they'd like to be involved.</p> <p>IH – Is virtual training is possible?</p> <p>RB – Yes, dependent on internet issues, could plan something for September.</p> <p>VS – There is no new staff SGC member owing to staffing capacity.</p> <p>8. Road safety session – has been completed.</p> <p>9. Whole school photograph has been completed.</p> <p>10. Individual school photographs – IH, this is dependent on the BFSAI Photographer's availability, it most likely will have to be parent led.</p> <p>VS – Having distributed the report prior to meeting, invites any questions.</p> <p>SD – How is LSA recruitment progressing?</p> <p>VS – The next job advertisement should be out 01/04/22. However, applicants not already in the FI's can only be interviewed if the serving partner has already received their posting notice. Candidate Sifts and interviews are aligned to the Civil Service Competency Framework, which can cause recruitment issues.</p> <p>RP – Has discussed with the Command Sec. - the need for possible mentoring sessions/training for people not familiar with the CS Competency Framework.</p> <p>VS – Has also asked for such workshops. Student numbers remain unknown for next year, expect more enquiries/applications in coming half-term. Also teaching staff have until Easter/May 31st to resign if moving by the end of year.</p>	<p>RB – will distribute training materials.</p> <p>RB – will plan to offer virtual SGC training.</p>
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	<p>VS – Can expect LSA’s to be requesting unpaid leave in coming months. One LSA leaves at the end of March but, to date here have been no applicants for the position. Expecting a further seven LSA’s to leave this school year, but cannot begin next recruitment until 01/04/22. Anyone applying must have a posting notice (serving partner). Interviews will not be until end of April. Request for a ‘rolling’ advert has been declined and has to be new campaign. Many of the existing LSA’s are qualified, but that may/is likely change.</p> <p>RP – Are we managing the expectations for families with younger children?</p> <p>VS – Yes, the website and the information booklet has been updated.</p> <p>IH – Staffing will also impact on Morning Club provision.</p> <p>SD – Is it possible to use other support from the community, parent support/volunteers for school trips?</p> <p>VS – Support for school trips isn’t generally required.</p> <p>SD – What about other ‘out of school’ time, such as visiting the shops, Forest School, beach?</p> <p>VS – We have the permission to go ahead with new training for Forest School staff, but this is dependent upon being able to arrange a visit for the trainers. All visits need to be purposeful, linked to the curriculum. School staff attending trips are all DBS checked.</p> <p>SD – There seems to be a lack of trips off-site</p> <p>VS – Mostly classes do already have one off-site trip per term.</p> <p>RP – Do schools generally have any expectation as to the number of trips?</p> <p>VS – No it depends on the school. We are also having the Y5/6 residential trip. Also, as part of our curriculum review staff will identify opportunities for trips. We will also be visiting Stanley for the Liberation Day events.</p> <p>RP – Has the Queen’s Commonwealth baton been captured into the curriculum yet? Need to be looking for a way to include the school.</p> <p>VS – We do try to ‘grab’ opportunities as they arise, hoping that Netflix film crew may be able to drop in this week.</p>	<p>DC to contact baton liaison officer</p>
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<p>5. Updated Policies VS</p>	<p>KS – Experience in Stanley is very similar, regular trips with the need to be very flexible, arranging things at short notice, changing weather.</p> <p>SD – With current staffing levels is teacher PPA time being covered?</p> <p>VS – Yes, and recruitment for a new teacher is going ahead.</p> <p>Attendance Policy</p> <p>VS – This is adapted from a DCS template, local context such as Airbridge delays has been included.</p> <p>SD – Parents will still be likely to take children out of school for local experiences despite that being unauthorised absence.</p> <p>VS – Morally, those absences can't be authorised.</p> <p>SD – Does that create further work?</p> <p>RP – Does it impact on education? Does knowing the number of children with unauthorised absence put the school in a difficult position?</p> <p>VS – Will still authorise leave when circumstances dictate. If attendance drops below 90% would call the parents in to discuss the potential impact on child's education.</p> <p>IH – All that can be done is to encourage parents not to take term time leave. But we have to recognise that:</p> <ul style="list-style-type: none"> • we are in a unique location. • Timings of FIGAS flights at weekends. • We have no facility to impose fines. • It is not an area for Service Discipline. <p>And accept there is always a possibility of a knock-on effect in the classroom.</p> <p>VS – Yes, there could be gaps in learning.</p> <p>MD – Parents will generally be sensible, as ever there is always likely to be a minority who may abuse the policy.</p> <p>RB – The MOD Schools view, yes, the Policy in place at MPS is correct and the aim should be for all children to be in school as much as possible. However, we also recognise there are local opportunities to travel that parents will take advantage of. Where this leave is unauthorised this may result in the need for discussion with/extra support for parents, which in itself will tend to cause upset. There is no way to impose a fine, there is no other 'stick' so ultimately, if attendance falls below 90% the only route is through the local command as it is possibly a welfare issue that would sit with the Commanding Officer/command structure to address and</p>	
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the school would link into that process if it became absolutely necessary.

KS – FI schools don't fine either, they also try to encourage attendance.

Also have issues of extended absence for overseas holidays, though they are only likely to happen once in a 2/3-year period for most local families.

RP – Term time student absence is not something that can be put into military orders.

MD – We also have to remember that we have many families who are not military personnel.

IH – Also, attendance at school is not really a problem/issue.

VS – It would be more of a worry if we didn't know why children were absent.

RP – Yes, attendance is not really an issue but, parents need to be aware that if taking children out of school for holidays it will be unauthorised.

IH – Yes, also remember that staff as well as children are in the same position, they also need to be able to take leave during term time, it could be a welfare issue for them.

VS – Yes, occasionally it may be necessary to let someone take their PPA time for example. This is a judgment call for the school to make, school's own management issue.

RB – Unauthorised absence is viewed positively by Ofsted, as the school is seen to be challenging intended absence. So, it doesn't always have to be viewed negatively.
It is the overall attendance that is the important picture.

Safe Sleep Policy

VS – 2-year-olds still have sleep times in Nursery.
The updated policy is based on the old school policy and other ROW Early Years policies.
It is a means of providing extra care for children who sleep.

Elective Home Education

VS – Needed to make sure this policy is up-to-date as the DIN's have changed.

RP – Boarding in the UK remains the only option for secondary aged children.
This can be challenged, but home education only likely to be agreed for those families already on Island and depending on their circumstances. Home education is unlikely to be agreed for any new families due to arrive.

<p>6. Morning Club VS</p>	<p>RB – As part of the DCS restructure a new Elective Home Education Team was formed as the first port of call for all families considering this option. There is a DIN and guidance published. Home education is difficult and challenging in the FI's.</p> <p>RP – Essentially, the boarding facilities in Stanley did not meet the required safeguarding standards, it is possible that an Ofsted review may change that.</p> <p>IH – The road to Stanley is now almost wholly tarmac so Command may also consider the possibility of daily travel rather than boarding. The amount saved in boarding school fees would pay for a bus to be provided.</p> <p>RP – There would still be concern about accidents, we've not yet experienced winter conditions on the road.</p> <p>MD – Compacted snow is likely to be an issue as the road isn't cleared or gritted. Road may be more dangerous in winter now it has been laid to tarmac.</p> <p>KSt – Also have to consider what happens when the road is closed. The preference is that children would board.</p> <p>SEND Policy</p> <p>VS – Policy has had a recent update The policy also requires that there should be a nominated SGC SEND member.</p> <p>Children Who Are Unwell</p> <p>VS – Taken from the NHS template and intended to provide simple guidance for parents, will be published on school website.</p> <p>IH – Is it worthwhile including any COVID advice?</p> <p>VS – Will be able to talk to Med Centre to see what current advice should be.</p> <p>RP – Would it be worthwhile adding Med Centre contact details?</p> <p>KSt – Suggests a word change ('should' to 'must').</p> <p>VS – It is apparent that the club is not long-term financially viable. Only one family have been making use of the provision. It requires 2 staff. DCS are yet to confirm cost but believed to be £5.20 per hour/£3.90 per session. LSA staff have no appetite to continue. Demand from September remains unknown.</p>	<p>RP – a SEND member of SGC is required.</p> <p>VS/DC will create/update website for Unwell Guidance</p> <p>VS – Establish what, if any COVID guidance can be offered.</p>
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<p>7. SGC Monitoring Visits</p> <p>8. Issues Raised</p> <p>9. AOB</p>	<p>RP – Need to discuss with Command Sec. (thoughts around morning childcare, staffing, flexible hours for LEC’s etc). It has become clear that many were only making use of Morning Club as it was a free service. It is clear that those in most need of this type of provision are families where both parents work.</p> <p>SD – Without childcare available, how would some be able to take a job?</p> <p>RP – Priority for the school is to provide statutory schooling. If, owing to staffing etc. school can’t provide Morning Club then it is hard to see a way to continue. Can this be reviewed termly?</p> <p>VS – Possibly.</p> <p>RP – Can we put the information out termly?</p> <p>VS – Yes, we can do that.</p> <p>RP – What happens with children belonging to LEC’s who start work at 8:30?</p> <p>VS – They stay with the parent in the classroom.</p> <p>IH – Is the priority booking system in place?</p> <p>VS – Yes, it’s in the policy.</p> <p>RP – Probably best to continue to offer the provision until the end of the school year and review again in September.</p> <p>VS – We will also remain flexible to provide care in an emergency.</p> <p>RP – All SGC need to try and forward plan to make monitoring visits.</p> <p>RP – Also need to have a discussion with Families Officer – are there any incoming personnel who may be interested in joining SGC?</p> <p>VS – All SGC members must have a DCS initiated DBS check. School will start to put checks in place for the longer-term members. Police check certificates also need to be in place.</p> <p>None</p> <p>VS – Thanks to MD for having been a SGC member for his time in FI’s</p> <p>IH – There are some items in the SIP which still read ‘September ’21 may need checking and updating as needed. Reminder to forward plan for staff to gain required Forest School qualifications and swimming qualifications?</p>	<p>RP – discussion with Cmd Sec re issues of morning child care.</p> <p>VS/DC – distribute MC info / booking forms termly to gauge level of interest for coming school period.</p> <p>All SGC – to make monitoring visits to school.</p> <p>RP – Contact FO for potential new SGC members.</p>
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<p>9. Date of next meeting</p>	<p>MD – Thanks to school and VS for all the changes introduced. CBF has asked about the ISO container being used for storage. Is it used for short-term or long-term storage needs? Long term storage may have to be found elsewhere.</p> <p>RP – There has been a call for ISO's to be returned.</p> <p>VS – There is a lack of storage space in school, the ISO is used for some furniture and various equipment and resources, it is accessed frequently.</p> <p>IH – Can the bike shed (at the old school site) be moved to a suitable location?</p> <p>SD – Is the school able to access other resources that are disposed of on base?</p> <p>MD – Disposal routes are already established.</p> <p>Date of next meeting is to be confirmed, possibly week commencing Monday 20th June 2022.</p> <p>RP – Thanks everyone for attendance and closes meeting.</p>	<p>IH – Will make enquiries re moving /using bike shed for school storage.</p>
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