



See Distribution

Reference: SGC/09/02/2017

Date: 09 February 2017

RECORD OF DECISIONS (RoD) FROM SGC MEETING 09 FEBRUARY 2017

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| Present | Mr Senescall Mr Bucknill Mr Niedzwiedzki Ms McCormack-Fisher Mrs Sewell Mrs Grant Mrs Butt Mrs Vanspringel Mr Thomas Mr Boyle Mr Harris Mrs Harris | Deputy Chairman Headmaster Deputy Headmaster Parent Parent Parent AFF Legal Employer EJSU Parent Parent Parent Secretary |
| Apologies | Mr Scott Mr Mitchell Mr Beattie Mrs Brown Mrs Riley Mr Riley | Chairman Padre / Parent Parent FS Leader School Business Manager Parent |

RECORD OF DECISIONS

ACTION

ITEM 1 – WELCOME

The Deputy-Chair opened the meeting, apologising for the absence of the Chair. The minutes of the last meeting were approved, with no comments or observations.

ITEM 2 – APOLOGIES FOR ABSENCE

Apologies were taken.

ITEM 3 – HEADMASTER’S REPORT

The Headmaster’s report was reviewed and discussed. Further information is found in the report. However, of key note were:

RECORD OF DECISIONS

ACTION

Staffing

Mdm Russell has since left her position as French Teacher and returned to the UK. Mdm Lecomte is currently covering her position and Mr Bucknill noted that she has made a good impression in our school. Formal interviews for applicants for the vacant position will be undertaken w/c 13 February 2017.

Equal Opportunities

No changes to the Equal Opportunities Policy is required.

A recent case has highlighted the unsuitability of the school for wheelchair users. Mr Bucknill expressed his thanks to all staff and in particular Mrs Doney for the support and help being provided to the child concerned to help his school day be as dignified as possible and also ensure equal opportunities are provided. It was noted that the new school has 2 lifts which therefore eliminates the current issues being experienced.

Pupil Achievement Data

It is anticipated that there will be a decrease in attainments from last year for Year 2. This is due to a high level of mobility in that particular class. However, it is hoped that the Year 2 progress data will be positive.

School Improvement Plan

DIGITAL TECHNOLOGY

The use of the School website to communicate with parents (i.e. newsletters, school letters etc), plus the See-Saw and Tapestry apps currently being used was discussed.

TARGET TRACKER

Unfortunately, this software is not able to assess and track pupil data as accurately as first believed. Mr Bucknill and Mr Niedzwiedzki are currently viewing other software options.

CHARACTER VIRTUES

Mr Bucknill thanked the Welfare Sub-Committee for their time spent going through the virtues questionnaire with the children, in particular Mrs Grant who designed the questionnaire.

It has been noted that pupils are already starting to use language relating to the Shield of Incredible Character. Of recent note was a group of very helpful Year 6 pupils who were awarded badges and achieved recognition in assembly for their actions.

Mr Bucknill also praised Miss Lucas for all of her hard work relating to the Shield of Incredible Character. Miss Lucas is currently working on a leaflet to launch of Incredible Service and Gratitude month.

RECORD OF DECISIONS

ACTION

OLEVI

We have received a very positive response from the recent OLEVI visit.

After-School Child Care Arrangements

Mr Bucknill thanked everyone who was present on the after-school child care working group, particularly Mr Senescall and Mrs Vanspringel. A business case has been prepared and submitted. We are currently awaiting its outcome.

Estate

The construction of the 2 new school buildings for the UK/Canada and German sections has commenced. There is currently a slight delay on the UK build due to an unexpected issue, which has now been resolved. It is hoped that the build will be completed in January 2018, with the UK school moving in over Easter 2018.

The SGC were invited to review the current layout plans for the new school and these were discussed.

Mr Bucknill thanked the Welfare Sub-Committee for their request for an additional bike area for the American Elementary / Middle Schools. This is currently located outside of the British School and various safety concerns have arisen because of it. This matter is now to be addressed by SIS.

Future Events

The SHAPE 50 years celebration (31 March 2017) was discussed. At present no arrangements have been finalised. However, to mark the occasion, there will be a whole school photograph taken on Tuesday 14 February. Each pupil in school on the 31 March 2017 will be gifted a copy of the photograph.

ITEM 4 – SUB-COMMITTEE REPORTS

Achievement Sub-Committee

Unfortunately, due to commitments, the Achievement Sub-Committee has yet to meet.

Welfare Sub-Committee

Due to Mr Howarth being posted, a new Chair is required. Mr Thomas has agreed.

Finance Sub-Committee

An overview of the meeting was provided by Mrs Grant. Of note was a suggestion to move banking to Monte Pashi BE bank and that RAF non-public assurance and auditing

RECORD OF DECISIONS

ACTION

will be taking place. Mr Bucknill has welcomed the idea that this includes the school non-public funds.

ITEM 5 – ANY OTHER BUSINESS

The AFF representative, Mrs Butt, enquired as to the potential appointment of dieticians/nurses to help with overweight children in schools. Mr Bucknill advised that at present he had received no guidance from DCYP on this issue. Mrs Butt will request further information from Mr Williams, RHCA of the Medical Centre.

Mrs R Butt

ITEM 6 – DATE OF NEXT MEETING

Members to confirm attendance

Tuesday 23 May 2017 0900.

{Original Signed }

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Distribution:
All Committee Members