

RECORD OF DECISIONS OF THE SCHOOL GOVERNANCE COMMITTEE MEETING HELD ON WEDNESDAY 2ND APRIL 2025

<p><u>Present</u> Maj Duncan Ayres (DA) Mrs Leanne Wortley (LW) Sgt Mark Botterill (MB) Mrs Helen Botterill (HB) Flt LT Toga Loco (TL) LT Cdr Ben Jewson (BJ) Maj Duncan Fraser (DF) Wg Cdr Ian George (IC) Mr Gary Margerison (GM)</p> <p>Chair Head Teacher Deputy Chair Staff Rep Safeguarding Rep Curriculum Rep Finance Rep Health and Safety School Improvement Partner</p> <p><u>Apologies</u> Karl Miller (KM) Surg Cdr Calum Lamont (CL)</p>		
	Agenda Items and Issues Arising	Actions
1	<p>Opening Remarks: DA welcomed everyone and thanked everyone for coming.</p>	
2	<p>Matters arising from previous SGC meeting on 19th December 24. The matters arising from the previous meeting had been distributed but were not discussed.</p>	
3	<p>Chairman's verbal reports:</p> <ul style="list-style-type: none"> Educational Commissioner DA explained that the new Commissioning model was up and running with Air Commodore Kilvington now fully settled into the role. DA stated that AC Kilvington was very keen to get involved where necessary which was a positive step forward. GM informed the meeting that DCS were moving under Stratcom control from 1st September 2025 and will no longer sit under the Army TLB. DF asked what this would mean for us and GM replied that as it was a "lift and shift" motion, he didn't think there would be much difference but couldn't say for sure. WAC DA informed the committee that there were 3 options for WAC which are still being investigated. <ol style="list-style-type: none"> The DCS proposed model which involved UKBC staff. This was seen as far too expensive. The LEC/NSE model which is based around the bus monitor model using spouses. The use of Camp Leonardo as used for the summer camps. HB commented that the number of applicants coming forward to apply for UKNSE roles and BFS Naples roles shows that there is no appetite in the community for spouses to work at present. WAC is dependent on a necessity and not a want which will impact the decision. 	

4	<p>SIP, Head Teacher Report:</p> <ul style="list-style-type: none"> • SIP <p>LW shared the four SIP priorities this year and gave the SGC a chance to ask any questions related to these.</p> <p>Linked to the Curriculum priorities, DA asked if data for previous years in writing, reading and maths has significantly changed.</p> <p>LW explained that attainment in writing has historically tended to be lower than reading and maths hence the focus on this area to raise standards. GM explained that small class sizes also make percentages statistically unreliable. Mobility was also discussed as an issue that impacts attainment across the curriculum.</p> <p>SEND – LW explained to the committee that a number of children requiring SEND had applied to attend BFS Naples from September. She informed the meeting that in addition to raising MASO's, she was highlighting the significant staff shortages that will affect the provision that can be provided from September. DA asked what a MASO was and the process behind it. LW explained the process. DA asked who the Command representative was. LW agreed to confirm who within the GSO this is.</p> <p>After School clubs during Spring term took place but once again relied heavily on teacher and support staff volunteering. A notice has been pushed out by LW for community volunteers but there are none forth coming at present. Another trawl will be pushed out in September to try and capture new arrivals who may be able to assist.</p> <ul style="list-style-type: none"> • Staffing <p>DA asked what does the staff plot look like for the next 12 months?</p> <p>LW replied, we have had 2 x teacher and 1 x office staff resignations with them all leaving at the end of the summer term. LW anticipates resignations from 1 x LSA, 1 x Office staff (SHEF) and 1 x Supply teacher which will reduce the supply pool by 1/3 by the end of the summer term. The AHT is still gapped although vacancy to be filled has been approved by DCS and is now sat with Command HQ to approve. LW assured the committee that the advertisements and job description for the 2 x teacher posts were ready to go to the Establishment Committee later this week.</p> <p>DA asked how long the process would take to establish new teaching staff?</p> <p>GM explained that once DCS approve the positions, they then must go to Command HQ which is proving to be a choke point for all DCS schools, and this is where the delays are happening. Once Command HQ approves them, they can then be advertised via the Civil Service website and on the TES. He noted that is it not just BFS Naples that has this issue, but the problem is across the board for all DCS schools. He stated that the risk had been highlighted but advised DA to approach the new Commissioner to highlight the risk.</p> <p>DA asked if there was a priority list?</p> <p>GM explained that there was a priority list which was assessed by the Establishment Committee.</p> <p>MB asked what is the mitigation?</p> <p>LW assured the committee that there were still 2 x supply teachers that could be used as an interim measure until new staff members could be established, and we will be advertising for TQCS roles.</p> <p>GM stated that there were no limits to how many Supply teachers we could have on the books so the advert can be on a rolling basis.</p> <p>BJ asked how long the process would take to get teaching staff in place and will there be sufficient staff in September?</p> <p>DA stated that it would depend on how long it would take to get the advertisements approved by Command HQ but LW was on top of everything.</p> <p>MB asked how much interest was there in the latest job vacancies at the school?</p> <p>LW replied that only one person had applied for the SBM role, 4 had applied for the EYFS LSA role and one had applied for the Supply LSA role. HB commented that such low</p>	<p>LW</p> <p>DA</p>
---	---	---------------------

	<p>numbers applying for vacant positions is evidence that WAC is not practical in Naples at this time.</p> <ul style="list-style-type: none"> • Curriculum <p>LW stated that the swimming sessions for all KS2 children had been very well received. MB commented that it had been a successful addition to the curriculum. LW informed the committee that AG had coordinated the sessions as she was fully qualified and that all supporting staff had completed an online course to ensure that we are fully compliant. IG asked if the insurance including public liability was sufficient. LW confirmed that all insurance information was sent to DCS and all limits of cover were deemed sufficient. LW thanked IG for his support with this.</p> <p>GM informed the meeting that end of term data had been collated with promising outcomes as there was an uplift in GLD scores which were above the National average. IG asked if the small KS2 cohort would affect the percentages. GM explained the statistics we use in general are not viable. The question that should be asked is are children making progress whilst at the school? He highlighted that the school have put in a significant amount of work improving standards and LW is focused of improving further especially in area of writing. He is happy that the school improvement plan has shown good improvement from its starting point.</p> <ul style="list-style-type: none"> • Head Teacher Report <p>At the end of the meeting whilst going around the table LW asked if anyone had any questions regarding the report. None were asked.</p>	
5	<p>Governor's verbal reports/visit records:</p> <p>DF informed the meeting that he had attended several curriculum activities over the term and found all to be very enjoyable for both children and parents. He was impressed at the high standard set to make the learning experience more valuable to the children and was looking forward to attending the STEM activities scheduled for 1-3 July.</p> <p>The HT has not received any other written visit reports, and none were shared during the meeting.</p>	
6	<p>Health and Safety:</p> <p>Environment, LW explained there is still a large amount of work outstanding on both the interim build and Villa Victoria. Shading was still a fundamental problem on both sites. The temporary gazebos are not fit for purpose as they break easily and are not built to be put up and down each day. One has already broken leaving only one other to use as the temperatures begin to rise. It was agreed that something permanent was needed but would require landlord permissions for anything on Villa V site. HB asked if a fundraiser could be held to help raise the money to purchase something more substantial. Costings with alternative solutions needed to be submitted through Mitie/DIO in the first instance. TL commented that funding may be sought through the Invest and Development Fund as he was aware of them having quite a substantial amount of money available. BJ to look into this further.</p>	BJ
7	<p>Safeguarding:</p> <p>LW explained that with SP leaving at the end of term 3.2, AG would most probably take over as the Deputy Safeguarding lead. DF asked if she was qualified and LW explained that AG would need to complete an online course so that she could take up the role.</p>	
8	<p>AOB:</p> <ul style="list-style-type: none"> • Extra Funding <p>BJ explained that he had applied to various charities for funding for outdoor shading and a sensory garden. The Armed Forces Covenant Trust had rejected his application for funding, NAAFI stated that they don't fund school projects, and he was still waiting for decisions by</p>	

	<p>two further charities and lotteries. TL stated that the Invest and Development Fund had money available and would pass the details to BJ to investigate.</p> <p>MB stated that his application to the British Community Fund for a new shed had been successful and he would look to procure a new shed in the coming weeks.</p> <ul style="list-style-type: none"> • SGC recruitment/ HOTO <p>MB informed the committee that this would be his last SGC meeting as he was resigning owing to his upcoming return back to the UK. He indicated that TL has agreed to step into the Vice Chair role and this decision was seconded by DF. DA clarified that TL would now be the Vice Chair, and a hand over could begin between MB and TL.</p> <p>IG informed the meeting that this would also be his last SGC meeting as he was due to leave in July. He had spoken with his replacement, Natalie Birley who was keen to maintain the connection with the SGC.</p> <ul style="list-style-type: none"> • Infra update <p>LW informed the meeting that funding had been found to the sum of £200,000 to fund a Trim Trail style play area on the site of the new school. The old playground will be removed. DIO and Mitie to survey the grounds to see what pre-works are required.</p> <p>LW informed the committee that the sceptic tank leak would be addressed during the Easter holidays. HB commented that the smell in Ferrari class was unbearable some days and the number of illnesses was being tracked to see if there may be some correlation between the two.</p> <p>LW informed the committee that the IT team from Germany were visiting site after the Easter holidays to configure the switches to use the newly installed internet provision. They will be on site for 2 days and hopefully, this will improve the connectivity and network speed. Once configured, the legacy line can be turned off in the old school.</p> <p>LW informed the meeting that the CCTV DPIA had been provisionally approved and therefore, we would be able to start using the CCTV very soon. She thanked IG for his input at helping to write the Privacy Notice and noted that it just needed a slight tweak before we could turn on.</p> <p>MB commented that the new lighting around the new school site was very good. LW stated that this will also be extended up into the car park in due course.</p> <p>DA showed the committee a letter that had been drafted by Stratcom with the intention of being sent out by the Chair of the SGC, DA, informing parents that the interim school build would now become the permanent solution for the foreseeable and that there was no money in the budget to demolish the old school. He wanted the letter to go out before Easter to parents. HB identified factual discrepancies in the letter which DA was going to look into before sending out. LW explained that this information had not been shared with staff before the letter was drafted.</p> <ul style="list-style-type: none"> • Old school clearance <p>MB informed the meeting that all non-school items had been removed from the school.</p> <ul style="list-style-type: none"> • MCAS <p>LW informed the meeting that HB was attending Parent Brew's and offering tutorials, guidance and support to parents on the use of the MCAS app. HB reported that after speaking with several parents, the overall view of MCAS was a positive one with some good feedback given.</p>	DA
9	Date, time of next meeting – July – Date TBC	