

MINUTES OF THE ST JOHN'S SCHOOL GOVERNANCE COMMITTEE
MEETING HELD ON WEDNESDAY 21 MAY 2025

Attendees	
Lt Col P Francis (PF) Mr R Cowin (RC) Mr C Guyton (CG) Mrs P Demetriou (PJD) Mr S Atkin (SA) Ms N Robertshaw (NR) Mr N Christopher (NC) Ms E Ballard (EB) Mr J Crowther (JC) Mr G Simpson (GS) Mr S Rai (SR) Mr A Goldie (AG)	Chair Vice Chair Headteacher Secretary to SGC Sub Committee 1 Link & FinGov lead. Member of Sub Committee 1 Member of Sub Committee 1 Sub Committee 2 Link Member of Sub Committee 2 Member of Sub Committee 2 UWO 1PWRR Member of Sub Committee 3
Guests	
Mrs K Parkinson (KP)	Pastoral Manager, SJS
Apologies	
Mr D Donaldson (DD) Mrs D Simpson (DS) Mr P Dakin (PD) Mrs S Atherton (SVA) Mr R Roberts (RR)	School Improvement Advisor, DCS Assistant Head DCS (Cyprus) Member of Sub Committee 2 Member of Sub Committee 3 Member of Sub Committee 2

Ser	Agenda Point		Comments	Actions
1	Welcome and opening remarks by Chair	<ul style="list-style-type: none">• PF opened the meeting at 1000 hrs, welcomed everyone present and introduced new governor, GS. PF advised that we will lose some of our governors over the summer and asked to please be informed asap of any recommendations for potential new governors.• Following EB's enquiry, PF said that he would discuss the feasibility of holding any of the SGC meetings in the afternoon with CG next time they are scheduled to meet.		
2	Matters Arising from Previous Meeting	<ul style="list-style-type: none">• CG reported that DCS have provided information regarding the fee payers' money and PF asked SA to outline this. SA confirmed that fee payers' money goes into the HQ DCS central budget and then each MOD School is allocated so much per pupil, regardless of their status. DCS have advised that having more fee payers does not increase how much money the school gets, other than by increasing the numbers and therefore the allocation. SA confirmed that, therefore, SJS does not get 100% of the fee payers' money and said that school fees do not affect CG's budget.		

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2	Matters Arising from Previous Meeting	<ul style="list-style-type: none">EB asked if there is any money left for CG to be creative with budget wise once staff pay has been allocated? CG replied that 90% of the school budget is spent on staffing and that this is usual in schools. CG said that where he is able to spend on the students he does, although, ultimately, everything is deemed to be a risk and we have to put in business cases to request what we need. CG added that due to budget constraints we are unable to spend on CPD for staff this academic year.AG asked if the school runs any fundraising campaigns? CG replied that we have to be very careful how we generate money and tried a PTA in the past but this is more successful in primary rather than secondary schools. PF confirmed that fortunately SA has been able to provide financial support for SJS by accessing Forces charity money as well as support from Episkopi Garrison and SSAFA.CG said that it is often problematic when SJS has to replace worn out furniture or equipment although we have recently managed to obtain new benches and Science department stools.AG asked CG if SJS is able to accept donations of spare or unwanted equipment from other units in BFC, eg PCs or gym equipment? CG confirmed that we are and said that we have been lucky to receive some gym equipment. Unfortunately, however, CG reported that our IT infrastructure is very old and we are struggling with this. CG advised that we are having to use iPads from 2011 and these are expiring. CG added that a new IT contract is being sourced, although this is the responsibility of HQ DCS, not SJS.RC added that he has tried to find support for SJS via the alumni but said that it is difficult to generate real help.EB asked how much involvement does DCS have regarding these matters? CG said that the Finance Team visit 3 weeks ago were very supportive of our needs. CG said that, however, the reality is that whatever DCS gets given is not going to be enough.CG reported that 2 years ago he was under a lot of pressure to not spend but now SJS is always overspent. SA said that, like other MOD units, the budget is largely irrelevant. JC added that now is the time to take risks before things are going to be recalibrated.GS asked CG if there is anything you haven't been able to do? CG replied that because SJS had not received approval for funding for the Manchester Sixth Form trip, for the first time we had to ask parents for their help to fund this, along with other money from Forces charities.CG added that SJS also needs to buy a new laser printer, which is an expensive piece of equipment.PF encouraged the governors to help support CG by writing business cases and to liaise with SA who understands how military money works.	All	

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2	Matters Arising from Previous Meeting	<ul style="list-style-type: none">From the information provided by DCS SIP, DD, CG reported that the most popular A Level subjects in the UK are core subjects. CG reported that we do offer most of these A Level subjects although we do not offer Economics or Business Studies as well as the wide variety of vocational courses available in the UK. CG added that we do, however, offer both Psychology and Sociology although these subjects were not highlighted on DD's list.CG reported that we did recently try to broaden subjects at Post 16 with the availability of a vocationally qualified teacher for hair and beauty subjects but unfortunately there was not the funding nor equipment available to run this.SA said that SJS used to run Business Studies but CG replied that the teacher left island and their replacement was used to cover a shortfall in the Science department instead.PF reported that both the Sixth Forms at SJS and KRS have been graded as unsatisfactory but unfortunately there is no extra funding available to make the necessary improvements. CG added that he is happy to advise the governors of the risks that he highlights with HQ DCS regarding this on a regular basis.EB asked for an update please regarding the Team against the Sixth Form.AG recommended the use of MOD system, Signal, rather than Snapchat, for communication on the next UK trips.	CG	
3	Headteacher Update	<p><u>Exams</u></p> <ul style="list-style-type: none">CG reported that all of the external exams are well under way and said that our students are working really hard and are growing in confidence.CG reported that our Y11 students have also undertaken IGCSE Maths for the first time this year. CG advised that this exam was with a different exam board and particularly allowed those students deemed not able to achieve a grade 4 or 5 to still achieve a qualification in Maths. CG added that this was a last minute decision that we were able to arrange due to our particular setting. CG advised that SLT will evaluate this once the students' results are in. <p><u>Sixth Form</u></p> <ul style="list-style-type: none">CG reported that during their gained time staff have been tasked to think of ways to direct our Sixth Form students to make better use of their free lessons. <p><u>Teacher Appointment</u></p> <ul style="list-style-type: none">CG announced that new Drama Teacher, Emily Watts, will start work from 2 June 25. <p><u>Resignations</u></p> <ul style="list-style-type: none">CG reported that Music Teacher, Julie Edwards, has tendered her resignation at the end of this academic year after 25 years service. Unfortunately we have not yet been successful in our bid to replace a Music Teacher as her current timetable is only part-time.CG reported that MFL Teacher, Alison Cambridge, has also tendered her resignation at the end of this academic year. CG confirmed that we have already had permission to		

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3	Headteacher Update	<p>recruit a Teacher of French and Spanish to replace her. CG advised that German will gradually be discontinued as Spanish is more popular now in the UK.</p> <ul style="list-style-type: none"> CG reported that Science Teacher, Arthur Glencross, has been absent from SJS for approx. 18 months and has decided not to return. CG advised that we will recruit for a Chemistry Teacher to replace him. CG announced that our Design & Technology Assistant and Assistant MSA have also resigned at the end of this academic year. CG announced that our Sixth Form Mentor LSA will soon be going on maternity leave and that we are recruiting for maternity cover. <p><u>Gapped Post Solutions</u></p> <ul style="list-style-type: none"> CG advised that Head of MFL, Jon Gleed, will cover more MFL lessons until the new MFL Teacher is appointed. CG advised that staff employed by Cyprus Music Service could possibly assist with Music teaching. EB asked if A Level Music could be included on the curriculum to upgrade the Music Teacher post to full-time? CG advised that new Drama Teacher, Emily Watts, can offer Drama, Performing Arts for students, Music and back stage duties experience. <p><u>Staff Absence</u></p> <ul style="list-style-type: none"> CG announced that there are currently 19 posts being gapped over MOD Schools on island and that, as a result of this, Ad Hoc Supply posts have disappeared. CG announced that we have 2 extra members of staff who need to return to the UK for medical treatment. JC asked is there a trend for absence and the root cause? CG said that staff absence this year stands at 11% and Ad Hoc illness is the main cause. CG added that following MOD procedures for managing staff absence has helped although it is frustrating how long winded the procedure actually is. CG reported that we have had a large number of staff needing to return to the UK for compassionate reasons lately. GS asked how do we compare with other MOD schools worldwide regarding staff absence? CG replied that we are really high. CG also said that our medical centre has confirmed that certain staff need to return to the UK for treatment. JC added that there is a line for what goes back to the UK and what stays here. EB asked for staff to please be reminded what they post on Facebook when they are supposed to be on long term sickness absence. PF asked EB that if she has evidence to please provide this to CG and DS. 	<p>CG has already spoken to that member of staff.</p>

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3	Headteacher Update	<p><u>National Reading Tests</u></p> <ul style="list-style-type: none"> CG reported that National Reading Tests were conducted in Sep 24 and again 2 weeks ago for students in Y7 - Y10. CG advised that we had very good results for Y7 and Y8. The results for Y9 and Y10 were not so good unfortunately. CG said that some unpicking needs to be done to help improve these results as some have even gone backwards. CG added that it is well documented that Y9 and Y10 were significantly impacted by the Covid years. EB asked if we could see how long term students have achieved in their reading tests? <p><u>Planning Ahead</u></p> <ul style="list-style-type: none"> CG confirmed that the timetable and calendar have been written for AY 25-26. CG added that an SLT meeting will take place on 9 June to re-evaluate the SEF and the new Ofsted framework for schools. <p><u>School Events</u></p> <ul style="list-style-type: none"> CG reported that we held a very successful VE Day Street Party recently in the school yard. CG said that SJS was very grateful for the finger food kindly provided by 1PWRR for students and staff on the day. CG announced that our Annual Awards Afternoon will take place at Akrotiri Cinema on 10 June 25. 	
4	DSL Safeguarding Update	<ul style="list-style-type: none"> KP informed the governors that this week is DCS Attendance Week and advised that DCS had asked the school to celebrate with 124 of our students who had managed to achieve 96% attendance. These students' parents have also been invited in to school for a celebration event. KP added that due to the exam period, Y11 will have a separate opportunity to celebrate this after half-term. KP advised that our current student attendance stands at 96.7% which is a real achievement and the highest on island. KP said that we have a great DCS Educational Welfare Officer, which really helps. KP reported that our School Nurse this year is very helpful and is really engaging with the students. PF said that he had seen his First Aid whole school assembly for the students and was impressed. KP advised that she had recently attended Level 3 Safeguarding training at Akrotiri and said that this will help with the sharing of information and general communications. KP added that she also recently attended an Internet Safety Meeting following the Netflix 'Adolescence' series. KP reported that since this series was filmed she has learned that so much has changed, including the emojis used. KP said that the people we really need to reach are the parents, especially those who have not grown up with social media. KP said it needs to be a collective effort, not just SJS. PF said it is a whole community responsibility. KP said that we need to put something more hard hitting together from the community to help to educate the parents and students regarding the potential dangers of social media. KP mentioned that Snapchat is the most dangerous App at the moment and that this is a problem when all of the 	

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4	DSL Safeguarding Update	<p>children's friends have it. KP added that this situation is, however, a lot worse in the UK. EB asked if Snapchat is so dangerous, why was it used on the recent Manchester trip? CG replied that an urgent decision was taken to use Snapchat in order to be able to contact students on the trip easily and that we had apologised for this.</p> <p>EB said that it's really shocking what the students send to each other. KP said that this is a world wide problem, not only a Cyprus problem.</p> <ul style="list-style-type: none"> PF thanked KP for this and for the safeguarding updates she regularly sends out to governors. 	
5	Subcommittee reflection upon evidence surrounding ROSE Review themes	<ul style="list-style-type: none"> PF announced that all SGCs across DCS are still pushing for Ofsted although the contract and funding for this are challenging. PF said that we continue to push for the Safeguarding Review so that we can close this down. PF instructed governors to please contact PJD if they would like to view the previous safeguarding report on the school premises only. PF advised that next academic year we will shift from ROSE questions on to Ofsted Framework question instead. Governors were asked, in sub committees, to reflect over the statements from the ROSE questions on areas where we are excelling and those requiring improvement. <u>Sub Committee 1</u> <p>Excelling: School has clear vision, underpinned by its core values that help to provide high quality education.</p> <p>Needs improvement: Leaders ensure all learners experience rich set learning experiences SMSC.</p> <u>Sub Committee 2</u> <p>Excelling: School engages well with students. Staff well equipped.</p> <p>Needs improvement: Broad and balanced curriculum that doesn't narrow.</p> <u>Sub Committee 3</u> <p>Excelling: School engages well with student leaders.</p> <p>PF thanked the Subcommittees for their help with this.</p> 	<p>CG</p> <p>DS</p>
6	AOB	<ul style="list-style-type: none"> 50 Years Anniversary Event in Nov 25 – CG said that he would welcome SGC support with this please. GS asked regarding HR and Finance, if there is any way we can influence change/improvement rather than be frustrated by it? SA thanked CG and the teachers for all of their extra lessons, revision sessions, DoE, etc, for the students. 	All
7	Closing Remarks from Chair	<ul style="list-style-type: none"> PF thanked everybody for attending this meeting and encouraged the governors to continue to visit the school, to talk to staff and students and become involved with SJS. PF said that regarding Ofsted and safeguarding that we are still not where we want it to be and we will keep pushing for this. 	
8	Date of next meeting	<ul style="list-style-type: none"> Wednesday 9 July 25 at 10:00 in the Conference Room. 	