



**RECORD OF DECISIONS OF THE SCHOOL GOVERNANCE COMMITTEE MEETING
HELD ON Thursday 10th July 2025**

Present

Maj Duncan Ayres (DA)	Chair
Mrs Leanne Wortley (LW)	Head Teacher
Surg Cdr Calum Lamont	Safeguarding Rep
LT Cdr Ben Jewson (BJ)	Finance Rep
Maj Duncan Fraser (DF)	H&S Rep
Mr Gary Margerison (GM)	School Improvement Partner

Apologies

Karl Miller (KM)
Toga Loco (TL)

	Agenda Items and Issues Arising	Actions
1	Opening Remarks: DA welcomed everyone and thanked everyone for coming.	
2	Matters arising from previous SGC meeting on . The matters arising from the previous meeting had been distributed but were not discussed.	
3	Chairman's verbal reports: <ul style="list-style-type: none"> • Assurance Board The assurance board is held twice yearly. It was stated DCS have challenges across the board and Regional command is moving to Stratcom which hopefully will make things easier and improve. • Service Level Agreement SLA needs to be formalised within DCS structure. Question raised what are limitations to what Head Of Location can and cannot do. Ambiguity of authority. DA is working in the background trying to find out who to ask. DA asked is there any SLA paperwork which Gm replied DCS has banks of existing documents of SLA and customer board. 	DA

4	<p>SIP, Headteacher Report:</p> <ul style="list-style-type: none"> SIP <p>Review of term 3 will take place but everything seems to be on track with what has been set out. Mandatory training is in a good position, SW sends emails out monthly reminding staff what is required to be completed.</p> <p>Environment: Still have issues but more are to do with Villa V which is Land lord owned, we have aircon units failing and restrictions on which rooms we can use at any one time. The backup generator failed during a recent power cut over a weekend and was not fixed in time for school return on the Monday. Work is progressing at pace installing the new playground and expected to be ready and opened for children returning in September. A grand opening will be arranged DTBC.</p> <ul style="list-style-type: none"> Staffing <p>During last recruitment process for AHT, EYFS and FS1 50% of applicants dropped out before interviews which meant was not left with strong candidates meaning the process was very disappointing. This means still gapped AHT post and have EYFS and FS1 teacher leaving this term. Posts will be advertised late August with a deadline for September. LW GM and DA will carryout sifting and interviews.</p> <p>Plan for staffing arrangements are as follows:</p> <p>Yrs 5 and 6: Kathryn Andrews is staying working 4 days per week with Eleanor Grady covering 5th day.</p> <p>Yrs 3 and 4: Abigail Grindlay</p> <p>Yrs 1 and 2: Ali Harwood until new teacher appointed.</p> <p>FS1 and 2: Georgina Vickery until new teacher appointed.</p> <p>Lynsey Moore LSA in Alfa Romeo approval given to up working hours to cover the full school day.</p> <p>LSA role for Ferrari class being interviewed on Friday</p> <ul style="list-style-type: none"> Curriculum <p>School has received exceptional SAT's results which are above the national average.</p> <p>SPAG = 100% Expected (National 73%) 50% Greater Depth</p> <p>Reading = 88% Expected (National 75%) 63% Greater Depth</p> <p>Maths = 100% Expected (National 74%) 38% Greater Depth</p> <p>Combined EXS (reading/writing/math) = 88% (National 62%)</p> <p>Science = 100% (National 82%)</p> <p>LW will publish the data. LW has done a brilliant job since taking over as headteacher producing a brilliant year in education, progression and attainment.</p> <ul style="list-style-type: none"> Head Teacher Report <p>Extra curriculum activities have taken place over the term.</p> <p>STEM team from RAF visited.</p> <p>American Naval Band</p> <p>Colour Run organised by FOBFS.</p> <p>Visit to the Embassy to collect certificates.</p> <p>Attendance is low due to absences through holidays during term time, this is acerbated by military putting a leave ban during some of the school holidays due to exercises. LW to look at whether Half terms could be moved to deconflict with leave bans.</p>	LW/GM/DA
5	<p>Governor's verbal reports/visit records:</p> <p>Visit from Brigadier Boxell, Stratcom infra team, looked at how best to deliver better facilities for education and possibility of building a second modular building and delay the demolition of old build which would be a better use of funds. No timelines, agreement in place still at discussion phase.</p>	LW

<p>6 Health and Safety: DF Has the smell in Ferrari classroom now been resolved? LW another toilet in Ferrari bathroom was replaced and seems to have solved the issue with the smell. Still ongoing investigations with the sceptic tank as filling up too quickly however not directly impacting classroom just inconvenience of having to empty the tank more frequently. Bigest risk to Villa V is the wiring. A MySafety report has been raised regarding wiring due to a small fire. This has highlighted the need more to hand back Villa Victoria as its not a suitable learning environment. Over the summer period the old school playground will be dismantled and removed.</p>	
<p>7 Safeguarding: Safeguarding and SCR check carried out results were positive.</p>	
<p>8 AOB: <ul style="list-style-type: none"> SGC recruitment/ HOTO The SGC need to recruit new members ideally before Christmas as replacements will be required for DA and DF. Ensure when asking volunteers, they need to have more than 12 months remaining in post. Infra update DCS Infra team are looking at a SOR to see what is required to enable the school to move out of Villa Victoria. There are lots of visitors which gives an opportunity to highlight the risks. Question raised who holds responsibility of the risks identified with Villa Victoria. LW can elevate any significant risks to DCS. BJ asked if primary schools have a set requirement in terms of SQM per classroom sizes, recommended spaces as current set up don't meet full requirements such as PE. LW replied at present we have mitigation for PE as we offer swimming lessons and when required organise the use of JFC Gym. LW still a struggle to handover keys of old school building as no-one wants to take responsibility. </p>	SGC LW
<p>9 Date, time of next meeting – December – Date TBC</p>	