Board of Governors

Minutes of the Meeting held on Monday 16th June 2025 at 4.30pm in the Assembly Room

Present:

Jan Guy (JG) – Community Governor & Chair of the Board of Governors
Jon Parry (JP) – Community Governor
Helen Magell (HM) - Community Governor
Jolie Rose (JR) – Education Committee Rep Governor (from 4.45pm)
Michelle Brady (MB) – Head of School
William Spooner (WS) – Interim Co-Clerk to the Board (until 5pm)
Ali Bateson (AB) – Interim Co-Clerk to the Board

Apologies: Penny Williams (PW) – Parent Governor
William Spooner (WS) – from 5pm

Part 1 minutes will be made available by publication on the school website, following approval of the minutes by the Board (prior to approval all draft minutes are confidential); Any Part 2 minutes are confidential, available only to the Board Members and may not be circulated, printed or published without written permission from the Chair of the Board.

Part 1

BOG038.25 Minutes and matters arising from Part One of meeting 24th March

a) Funding for Spiral Partnership Trust

It had been clarified that any work the Education Advisors did with MB at school came out of the School's budget and any extra work they did for the Board of Governors came out of the Education Committee's budget.

b) Insurance

The Island's Insurers had confirmed that Island employees, volunteers and children were covered regardless of their location on the island. All equipment had now been PAT checked.

c) Complaints procedure

Action: MB to check if it is the simplified version of the complaints procedure that is on the school website.

JG signed off the minutes as correct.

BOG040.25 Need for a meeting on or around 8th September.

The Board agreed that it needed to meet at the beginning of the school year in September. After discussion, the meeting was set for Wednesday 3rd.

BOG041.25 Adoption of Marcus's grid for future meetings from Tuesday 11th November.

The Board agreed that it formally accepted the use of Marcus's meeting grid which set out the focus and priorities of each Board meeting. Due to other commitments and when Board members were on-island, it may not be possible to keep to the dates suggested, but the framework would remain. It was agreed that a Board meeting should be held in February to review online provision.

BOG042.25 Formal Report from Governors to Education Committee

The Board agreed that the formal report to the Education Committee should be done annually. It was noted that this was not the same as the annual report on Sark School that the Head of School prepared for Michaelmas Chief Pleas every year. The draft report that JG had written was approved to be sent to the Committee in time for their meeting the following day.

BOG043.25 Implications for Board of inspection

The Board felt that the inspection had been done carefully, sensitively and accurately and it had been a positive and collaborative process. The shortfalls that the inspection had highlighted were Key Stage 3, which MB had already pointed out to them as an area that needed work, and communication between the Board and parents and staff. There was some discussion on having a non-teaching member of Sark School staff on the Board, or attending meetings as a 'Staff rep'. Another suggestion was that <u>all</u> members of staff could attend Board meetings on a rotating basis. This would be an agenda item for further discussion at the next Board meeting.

MB would like to buy Kapow which would provide a progressive curriculum for non core subjects for KS1 and KS2. She felt that Kapow might also be a good option for Geography and History for Years 7 and 8.

The Board felt that there was good communication between themselves and parents and staff. Members of the Board met with staff, newsletters were sent to parents on a regular basis and Class Dojo was used for general communication.

The school inspector Shaun Jarvis had felt that Sark School should raise its attendance threshold which was 85%, compared to most other schools where it is between 90-95%. It was felt that 90% would be the right threshold for Sark where sometimes travel disruption could lead to a child's unintentional absence from school. The new threshold would start from September and MB could include the amendment to the attendance policy in her information report for Michaelmas Chief Pleas.

It was noted that the inspectors who had done the inspection in May would also do the 'soft' inspection next May to see that progress has been made in the areas highlighted. It was expected that the full inspection the following year would be also be done by the same team, but would change after that.

BOG044.25 Implications for Board of various aspects of online learning

The Board discussed the two online providers who had given presentations to the Board, Committee and parents. Each member gave reasons for their stated preference. The preference of all members present was King's Interhigh. They also gave much consideration to Vicky's feedback on both presentations and her clear preference for King's Interhigh. The Board's preferred school would be passed on to the Education Committee in time for their meeting the following day.

MB confirmed that children doing some online lessons for KS3 would still be in her class. If at some point there were any children doing KS4, they would need another person to supervise them, particularly in the periods when they were not in lessons.

It was agreed that Sark School would not be able to offer more than 3 online subjects for KS3 children at this time.

BOG045.25 Parents' forum related to online learning

The Board discussed that a meeting should be arranged to give parents information about how the KS3 online learning provision in Sark School would work. It should be for all parents as it may help them make their choices for secondary phase.

Once the Education Committee had decided on their preferred school, MB would arrange a 'next steps' meeting with the chosen school. After that, if it was still felt that the provider would be able to work successfully with Sark School parents would be informed of the decision.

BOG046.25 A 'headteacher's slot' at each meeting

MB felt it would be good practice to give a report on the previous term at each meeting and had prepared the first one for this meeting. Part of the report covered what PE the children had had during the term. MB explained that she wanted to purchase Getset4 PE for PE lessons as Guernsey uses Getset4 PE and so does the Sports Commission. The report also included an evaluation of school's continuing professional development. Teachers RS and SS would be spending a day at St Martin's School in Guernsey in July. It was hoped that MB would be able to spend some time in St. Anne's School in Alderney.

BOG047.25 Member of Education Committee on Board

There was some discussion on whether a member of the Education Committee should be a statutory member of the Board. It was suggested that the Education Committee rep could be asked to leave if necessary or could just be invited when required rather than being at every meeting. The Board felt that the roles of the Committee and Board were very different and completely separate with the Board being responsible for strategy and the Committee responsible for policy. The Terms of Reference would need to be amended. It was also suggested that maybe the appointment of the Chair of the Board having to be approved by the Education Committee could be reviewed at the same time.

BOG048.25 Budget for Sark School for next academic year

JP and MB had a meeting scheduled for the following day to discuss the budget.

BOG049.25 Nominated Deputy to receive emails when Chair is away

The Board agreed it was important to have a nominated deputy to receive emails when the Chair is away. All of the Board would be away in January 2026 and would only have access to personal emails. It was decided that AB and/or WS would be the point of contact and they would forward any emails that came for the Chair of the Board to HM.

BOG050.25 Dates of next two meetings

This had been discussed earlier in the meeting.

BOG051.25 AOB

There was no AOB.

Meeting ended at 6pm.