

**ST CHRISTOPHER'S EYFS/SUNFLOWERS EYS GOVERNANCE COMMITTEE (SGC) MEETING – HELD AT HELM POINT ON TUESDAY 27TH JUNE 2023**

<b>Present:</b>	Wg Cdr Nel Doherty	Chair	ND
	Miss Tricia Wood	EYA, ROW	TW
	Miss Vicky Stephens	St Christopher's EYFS Leader	VS
	Mrs Emma Edwards	Deputy Sunflowers EYS Manager	EE
	Sqn Ldr Kevin Lee	Parent Governor	KL
	Mrs Amy Woodward	Parent Governor	AW
	Mrs Sian Hutchinson	Parent Governor	SH
	Mr Alan Jones	Parent Governor	AJ
	Mr David Falla	Parent Governor	DF
	Flt Lt David Duce	Parent Governor	DD
	Katrina Cornwall	Healthcare Representative	KC
	Mrs Nadine Gonzalez	School Business Manager/SGC Secretary	NG

<b>Apologies:</b>	CPO Jenni Wheldon	RN Welfare Officer	JW
	Miss Megan Tomlin	Sunflowers EYS Manager	MT
	Mrs Baerbel Philbin	Staff Representative	BP

Item	Action	Lead/Action
<b>I</b>	<p><b><u>Opening remarks by Chair</u></b></p> <p>ND opened the meeting and welcomed everyone present.</p>	
<b>II</b>	<p><b><u>Introduction to new members</u></b></p> <p>ND introduced KL as the new Chair and DD as new parent governor. She explained that a recruitment campaign for parent governors had been undertaken and that a further one will take place in September as new families will be settling into 4 Corners. The sub-committees will remain as they currently stand with the following changes:</p> <p>AJ take over education from AW, DD will take over compliance from DF and at present a parent governor is still to be allocated to welfare.</p> <p>ND highlighted the importance of availability when considering a role within the SGC.</p>	
<b>III</b>	<p><b><u>First look at annual data</u></b></p> <p>The annual data for St Christopher's has been submitted before the deadline of 30 June 23. The at the beginning of the academic year was 74%, the actual figure is 88% with only 2 children not achieving GLD, but by a small margin.</p> <p>The national average for the last academic year was 65% and VS believes that St Christopher's will be above that figure. Figures will not be available until November 2023 and the SGC will be informed in due course.</p>	

	<p>ND congratulated the teaching staff on a fantastic job. She stated that given that the children are the Covid cohort, the figures reflected clearly indicate the support and nurture, in an educational context, received by the children.</p> <p>TW added that the results are phenomenal and they demonstrate that the tailored support to the children is very effective.</p>	
<b>IV</b>	<p><b><u>School Evaluation Form</u></b></p> <p>The SEF emphasises the positive structure to assessments.</p> <p>With the increase of same-sex marriages at 4 Corners, it would be appropriate to engage with these families and ask for their views on how to approach this with the children.</p> <p>Discussion into information sharing regarding toileting. St Christopher's and Sunflowers will not dictate to parents how they should approach this, but they can raise parents' awareness providing guidance as to the correct approach and language to use.</p> <p>VS explained that hot meals will not be provided during the new academic year due to the low numbers of FS2 children. Various options have been explored and the most viable solution is for parents to provide a packed lunch and then claim the cost. NG will distribute pertaining information to parents.</p> <p>Due to the low numbers of children in St Christopher's for September, the setting will be combining the classes who will be overseen by the new FS teacher. VS will continue to support with PPA and Phonics etc as needed.</p> <p>In line with schools in England, FS2 will be extending the school day as from Sep 23, their new start time being 08:15 and finishing at 14:45 which now exceeds the minimum 32.5hrs set out by the UK Government. FS1 hours remain unchanged.</p> <p>ND asked that someone from the 4 corners community volunteer to celebrate the hard work and success of both settings on a set basis (e.g. termly, 6-monthly, etc.).</p>	NG
<b>V</b>	<p><b><u>School Improvement Plan</u></b></p> <p>ND has discussed the SIP with VS and MT and it was agreed that the continual review cycle of the curriculum is to remain in place.</p> <p>No more than 3 objectives, in addition to the top 2, are to be included in each area of the SIP.</p> <p>Both settings are to ensure that high quality interactions with the children are maintained.</p>	

	<p>More focus is required on reflective practice in order to embed the promoting of wellbeing and positive behaviour.</p> <p>DF added that priority 3 of the SIP was pivotal and has improved immensely.</p> <p>VS and MT will work with KL to draft the new SIP which will be shared in the new academic year.</p>	
<b>VI</b>	<p><b><u>SGC TORs</u></b></p> <p>All being in agreement, SGC TORs will remain as they currently stand and will be issued to new SGC members in September.</p>	
<b>VII</b>	<p><b><u>Year Highlights</u></b></p> <p>EE and VS talked through the year's highlights for both settings.</p> <p>EE stated that MT and herself had successfully delivered a workshop on communication and language on 26 Jun 23 to parents of Sunflowers children. She acknowledged that Sunflowers' staff are upskilled in the knowledge of the baby room.</p> <p>VS informed the meeting that 2 staff members are due to complete the Level 2 qualification in child-care. She also said that she had completed Level 4, MT is due to complete Level 4 by Dec 23 and that EE was going to undertake the Level 4 qualification.</p> <p>ND asserted that the sub-committees are working well and that is important that the SGC does not interfere with the education of the children.</p> <p>ND acknowledged the significance of all the administration that goes on behind the scenes to support the SGC and the education of the children.</p> <p>TW concurred with ND and stated that both settings in Gibraltar are well respected within DCS.</p>	
<b>VIII</b>	<p><b><u>Farewells</u></b></p> <p>ND bade farewell and thanked outgoing parent governors for their support over this academic year – DF will be leaving Gibraltar and AW is joining St Christopher's as the new FS2 teacher. SH and AJ will remain as parent governors, and ND thanked AJ for the time he has invested over a 5-year period.</p> <p>ND thanked KL and DD for agreeing to form part of the SGC.</p> <p>VS thanked the SGC for their support over the past 3 years, especially in helping to establish the sub-committees and aiding with the administrative matters such as policies.</p> <p>TW re-iterated the thanks, wishing leavers the very best and welcoming the new comers.</p>	