

At SCS we aim to enable our learners to have success for today and to be prepared for tomorrow.

نحن في مدرسة الصفا كوميونديتي نسعى الى تأهيل طلابنا لنجاح اليوم وتحضيرهم لمواجهة  
 الامستقبل

**MINUTES OF THE BOARD MEMBERS MEETING HELD ON MONDAY, 19<sup>TH</sup> JUNE 2018**  
**AT 16H00 AT SAFA COMMUNITY SCHOOL**

|                 |                  |                                   |       |
|-----------------|------------------|-----------------------------------|-------|
| <b>PRESENT:</b> | L. KHATIB        | <b>(CHAIRPERSON)</b> (PROPRIETOR) | (LK)  |
|                 | S. MERCHANT      | (PROPRIETOR)                      | (SM)  |
|                 | A. SCHAEFER      | (PARENT)                          | (AS)  |
|                 | V. HOLBURN-LEWIS | (PARENT)                          | (VHL) |
|                 | K. BITAR         | (LOCAL COMMUNITY LEADER)          | (KB)  |
|                 | Z. HARRINGTON    | (PRINCIPAL SAFA BRITISH SCHOOL)   | (ZH)  |
|                 | S. DUCKITT       | (PRINCIPAL)                       | (SD)  |
|                 | L. FRIDD         | (HEADTEACHER PRIMARY)             | (LF)  |
|                 | M. DAVIES        | (HEADTEACHER SECONDARY)           | (MD)  |
|                 | T. GREGORY       | (COMMUNICATIONS & MEDIA ADVISOR)  | (TG)  |
|                 | I. IANELLI       | (PARENT)                          | (II)  |
| <br>            |                  |                                   |       |
| <b>MINUTES:</b> | L. LE GRANGE     | (SECRETARY)                       | (LLG) |

The meeting was convened at 16h00 by LK and the following items were discussed.

**1. WELCOME**

- 1.1 LK welcomed all the members to the meeting. Last meeting of the year. In the last meeting the inspection report was not published yet. We now know that the students performed amazingly and also that teachers and leadership (including governors) were praised.

**2. MINUTES OF THE LAST MEETING**

- 2.1 The minutes were deemed true and correct.

**3. MATTERS ARISING**

- 3.1 No matters arising from the minutes.

**4. PRINCIPAL'S REPORT**

- 4.1 LK open the floor for questions and discussion. Reports were distributed beforehand.
- 4.2 Numbers updated to 1564, they change daily. There is much fluidity in Dubai at the moment. The school is looking to reach 1600. A number of people are leaving Dubai due to work related issues and returning to home countries.
- 4.3 Growth in upper primary and Year 7 is encouraging. Students that have been with us over two or three years are doing exceptionally well.

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- 4.4 LK asked that PT results be released to parents.
- 4.5 KHDA require that students do PTE, PTM and PTS assessments annually. The school uses a range of assessments, CAT4's and GL's.
- 4.6 VHL enquired as to how the students coped in assessments. There was concern that some students were stressed. Members asked how they had been supported. MD reported that revision skills had been discussed. He stated further that protocols of exams were quite difficult for students to master, but that they had done very well. Students reported that they enjoyed their assessments and the general feedback was positive. First time assessments were difficult for Year 7 students, but they coped very well.
- 4.7 SD raised the issue of the Inclusion Audit. A brief discussion was had.
- 4.8 Staff retention is excellent again. Huge plus factor in inspection and in results.
- 4.9 0% school fee increase will have a big impact for schools at this late stage. However, this will support hard-pressed parents in meeting fee payments.
- 4.10 A discussion was had on the implications of VAT. There were conflicting opinions as to what schools can claim back or not. It was suggested that the KHDA might specify what is VAT chargeable and not. Board members advised the school to seek clarity as best they could.
- 4.11 A discussion was raised on staff receiving either housing allowance or school accommodation. It was reported that new staff to Dubai are housed in school accommodation.

## **PRIMARY REPORT**

- 5.1 The primary report as circulated before the meeting was discussed.
- 5.2 Curriculum Modifications: A specialist computer teacher is appointed in primary for September 2018. Science lessons were increased this year - this has made a huge positive impact.
- 5.3 In September 2018 the primary timetable will be adjusted for the last period of the day in Year 4 to 6 to support transition into secondary. Students will have the option to choose from arts, dance etc. in these sessions.
- 5.4 MFL in FS - this was the first year we introduced it. In future MFL will start in Year 1.
- 5.5 Lockdown procedure will be done with all staff in the first week of new year. Cyber safety talks to parents will also take place.

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- 5.6 MD and LF will meet at KHDA to see how we can work with the KHDA and their new initiatives.
- 5.7 The initiative last year where some teachers took their students to the next year group will happen in a few cases again this year.
- 5.8 Year 5 cohort next year are extremely important. They will take the TIMSS testing and this will determine if we are reaching our Dubai goals.

## 5. SECONDARY REPORT

- 6.1 The secondary is implementing SMID as a data tracking tool next year. Data is a focus in secondary HOD meetings and HOD's are full empowered to raise standards. Special focus is on the TIMSS group.
- 6.2 Student books reflect their CAT data and academic flight paths. Students will receive academic mentoring next year during lesson 1 on a Sunday.
- 6.3 The Marking Policy is now consistent across the secondary school.
- 6.4 The new Heads of Teaching and Learning, Amilia Gillies and Eleishah Gill, have redesigned the MER and PD schedules. Bluesky will be used to record our lesson observations.
- 6.5 Secondary Sport will see additional teams and house competitions, like basketball etc.
- 6.6 BTEC sport and dance will be implemented. We will eventually offer BTEC Nationals. GCSE and IGCSE's are already implemented.
- 6.7 Secondary staff have been tasked with understanding the DSIB framework and its implications. They have been undertaking research related to this and have presented their work to the secondary team.
- 6.8 Numerous overseas trips have been offered to secondary students next year.
- 6.9 A long discussion ensued about sport at SCS and in particular opportunities for secondary students. Discussion related to opportunities for all students to represent teams and on the importance of offering recreational sporting options. Board members felt that sport at SCS needed to reflect both competitive selection and inclusion for all. The importance of sport marketing a school also gained much interest from board members and discussion also centered around the SCS sports vision and use of facilities. It was suggested that the Board nominate a member to have special responsibility for sport at SCS – it was unanimously agreed that VHL would fulfil this role. It was also

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suggested that the Director of Sport should present the vision at the next Board meeting.

- 6.10 TB advised that he has numerous sports contacts and would link these with school staff so that they can follow up on any opportunities. The Board agreed that we should be offering not only strong academics but also all round technology, arts etc.
- 6.11 Members thought that the school should offer a holistic education.
- 6.12 Universities want to see a students all round ability, they want to know what sets you apart. Not is all about the grades.
- 6.13 The Board felt that trips should be culturally or possibly linked to humanitarian work.
- 6.14 KB asked if the report previously requested on the soft skills being taught at SCS be circulated.

## **6. UAE NATIONAL AGENDA**

- 7.1 No matters were discussed.

## **8. HEALTH & SAFETY**

- 8.1 There were no matters arising.

## **9. ANY OTHER BUSINESS**

- 9.1 SCS and SBS are going to approach the KHDA to become a training qualification centre. This will enable the schools to train staff across Dubai. The Board were unanimous in their supportive of this.
- 9.2 SCS uses Word of Mouth as its main source of marketing.

## **10. DATE OF THE NEXT MEETING**

- 10.1 This will be announced in due course.

The meeting concluded at 18h01.