



Education Board
19th July 2023
1pm – 3pm

Falklands College – Large Classroom

AGENDA

Part 1 (Open)

No.	Item	Lead
1	Welcome and apologies	Chair
2	Declarations of interest	Chair
3	Confirmation of open minutes of the meeting 22 nd February 2023	Chair
4	Matters arising from open minutes of the meeting 22 nd February 2023	Chair
5	School Governance Committee Update	SGC Chair
6	Falkland College Advisory Committee Report	FCAC Chair
7	Terms of Reference for Falkland College Advisory Committee	DoE
8	Director's Report on the academic year to date and forward plan	DoE
9	Presentation on SEND Review	Executive Headteacher
10	Date of next meeting: 20 th September 2023 – 1pm location tbc	Chair
11	Exclusion of Press and Public <u>The Chair to move as follows:</u> <i>"I move that the press and public be now excluded on the grounds that the next items of business to be considered are likely to disclose exempt information under paragraphs 7, 8 & 13 of Schedule 3 of the Committees (Public Access) Ordinance 2012</i>	Chair



No.	Item	Lead
	<i>information about individuals, children & contemplated action.</i>	

PART 2 (Closed)

No.	Item	Lead
12	Confirmation of minutes from the closed meeting held on 22 nd February 2023	Chair
13	Higher Education maintenance allowance	DoE
14	Directors Closed Report	DoE
15	Date of next meeting: 20 th September 2023 – 1pm location tbc	Chair



Falkland Islands Schools Governance Committee Update for Education Board

1. Pupil Attendance Year to Date:

Attendance has been a major focus this year for both schools, as attendance is directly linked to achievement and development.

School Attendance	IJS&CE	FICS
Year to date	92%	92%
Authorised absence	7.6%	6.1%
Unauthorised absence	0.5%	1.8%
Number of children with persistent absence (<88%)	63	51

2. Student Achievement

2.1 IJS:

Year 6 have taken SATs, results will be reported in the FISGC meeting in Term 1 2023/34.

2.2 FICS:

- Year 11 GCSE exams are complete. Year 10 students are completing their pre-public examinations. Results will be announced on 24 August. A full report on pupil progress and attainment will be reported in the FISGC meeting in Term 1 of the next academic year.
- To date 64,738 (e-praise) house points have been awarded
 - average of 302.5 (e praise) per student
 - majority awarded in recognition of effort and achievement in lessons.
 - Key milestones reached are celebrated in form time and during assemblies with the awarding of certificates.
- 5,373 (e-praise) demerits have been applied, an average of 25.1 (e-praise) per student

3. Key Events:

- Susan Whitley Art and Craft Exhibition – 2 evenings at IJS and 1 at FICS, very well attended with positive feedback
- IJS
 - School Council:
 - Bake Sale for Urafiki (£286.83)
 - Bake Sale for DEC Earthquake Appeal (£352.57)
 - Camp Education Dance
 - Sports Day for all year groups
- FICS
 - Year 11 Leavers Assembly
 - Year 10 Hub Students' Awards Evening
 - Year 10 work experience week took place, post-16 information evening
 - Year 9, GCSE options evening
 - Careers Fair for all students



- Stanley House
 - Open afternoon raised £1,200

4. Staffing for 2023/4:

4.1 IJS and Camp Education

- Deputy Principal – internal appointment
- Camp Education Manager – internal appointment
- SENDCo – external appointment
- Class teachers – vast majority of vacancies filled, 2 in progress

4.2 FICS

- Deputy Principal – internal appointment
- Leadership team – internal recruitment process for posts
- Subject teachers – recruitment nearly complete, 1 post readvertised

5. Membership:

- 3 vacancies caused by resignation – 1 is for a FICS parent, 1 is for a Stanley House parent and 1 is a Community member
- Adverts will be advertised July 20th

**Appendix 1: School Data**

Students on roll	IJS&CE	Stanley House	FICS
Student numbers on roll	302	16	214
Joiners: new entrants in September	32	3	39
Joiners: in-year admissions (2022-23)	21	1	7
Leavers: (2022-23)	9	2	7

IJS Class organisation:

- 15 classes in Stanley from FS1 to Y6
- 2 Settlement Schools
- 5 Travelling Teacher locations

FICS Class organisation:

- KS3: Years 7 – 9, taught in three ability-based sets for maths, English and science. Foundation curriculum (Art, D&T, Food, Geography, History, ICT, Music and Spanish) is delivered in two classes (Year 7 & Year 8), three classes (Year 9).
- KS4: Years 10 – 11, taught in ability-based sets for Maths, English and Science. There are four option blocks in each year group offering a broad range of academic and vocational qualifications: History, Spanish, Biology, Chemistry, Physics, Art, Computer Science, Physical Education, Geography, Food and Nutrition, Design Technology, Health & Social Care, Music (tech award), Child Development (BTec award), and Personal & Social Development (BTec award).
- All students have two hours of core PE, 50 minutes of PSHCE, 50 minutes of structured tutor activities and an assembly each week.

Special Educational Needs and Disabilities (SEND)

	IJS&CE	FICS
Children on the SEND register	79 (26%)	68 31.8%)
Children with ExCo approved additional funding	14 (4.6%)	12 (5.6%)

Staffing:	IJS&CE	Stanley House	FICS
Teaching staff	29.5	n/a	23
Learning Support Assistants	20	n/a	12
Support staff	4	n/a	3
Senior Houseparent	n/a	1	n/a
Deputy Senior Houseparent	n/a	1	n/a
Full time Houseparents	n/a	4	n/a
Casual Houseparents	n/a	5	n/a
Domestic staff	n/a	5	1



Falkland College Advisory Committee Terms of Reference

1 Introduction:

The Falkland College Advisory Committee (Committee) is a body established by the Education Ordinance 2022, where its core functions and principles are described. The Committee is a sub-committee of the Education Board.

Subsidiary legislation was agreed later in 2022 to clarify the Committee's role in relation to the national library service.

Executive Council (ExCo), after consultation with the Director of Education and the Education Board, may change add, change or remove functions of the Committee as set out in Schedule 3 of the Ordinance.

2 Role of the College Advisory Committee

- 2.1 The Committee's role is advisory to the college leaders, to the Director of Education and to the Education Board and the Committee acts as a critical friend to the postholders and the Education Board.
- 2.2 The Committee may advise the Education Board, the Director of Education or college leaders on any matter within its remit.
- 2.3 The Committee should ensure that:
 - college leaders plan and delivery an education and training offer that meets the needs of students, employers and the community
 - college leaders plan and delivery a national library service which meets the needs of the community
 - education and training services and library services are high quality
 - the Committee monitors progress against strategic objectives through termly reporting by college leaders, including:
 - Monitor progress and outcomes for students
 - Monitor the provision of accurate, timely and impartial careers guidance
 - Regularly consider student and library user feedback on college and library services
 - stakeholder engagement is consistent and effective



- create and maintain collaborative relationships with employers (both private and public sector) and their representative bodies
- student voice and staff voice activity is planned, regular and reported to the Board
- policies and systems to ensure the safety and well-being of students are in place, up-to-date and effective, this includes:
 - Safeguarding
 - Risk Management
 - Equality and Diversity
 - Health & Safety both at the College and at apprentices' workplaces
- the resources available for Falkland College and the Christie Community Library are used effectively and efficiently and to support the purposes for which the College was established

3 Duties of College Leaders

3.1 Annual Assessment

Each college leader must assess the performance of educational provision for which they are responsible, at least once each academic year and provide a written assessment report to the Committee.

Once the Committee has considered the report, the Chair of the Committee must send it and the Committee's comments and recommendations to the Education Board and the Director of Education.

3.2 Response to Committee's Advice

College leaders have a duty to consider any related advice offered by the College Advisory Committee before taking an action (2022 Ordinance - 31.1 and 31.2)

If a college leader decides not to act in accordance with the Committee's advice, the decision maker must report that fact to the Director of Education, as soon as possible, and give the reasons for their decision. The college leader must then inform the Committee at their next meeting.

4 Committee Membership

The Falkland College Advisory Committee must consist of at least 8 members:

- A person representing the business community
- A Camp member or representative of the Rural Business Association
- 2 people representing Falkland Islands employers
- MLA - portfolio holder for Education
- A representative for the Christie Community Library
- A student member, nominated by the students at the College
- A staff member of the College or the national library service, nominated by staff at the College
- Director of Education *ex-officio*
- College Development Manager *ex-officio*



The Director of Education and the College Development Manager are non-voting members.

5 Terms of Office

5.1 The Director of Education and the College Development Manager are members of the Committee for the duration of their service in these roles.

5.2 The term of membership for other members shall be three years from the date of appointment

5.3 Membership ceases when:

- any member resigns in writing to the Director of Education
- the student member ceases to be a student of the College
- the staff member ceases to be an employee of the College
- a member is sentenced to prison
- the Education Board determines the person is not suitable to be a member

5.4 Any person may be re-appointed as a member of the Committee

5.5 The maximum total term of office shall be six years

5.6 The Committee may recommend to the Education Board the removal of membership from the committee, when a member:

- does not attend three consecutive meetings without notifying the Chair in advance
- is unable to discharge the functions of a member

6 Committee Chair

6.1 The Chair will be elected for a term of two years (or for a term that matches their remaining Committee membership term).

6.2 The members of the Committee may appoint a Chair from the following:

- MLA
- Business community member
- Camp member
- Employer members
- Library member

6.3 The Chair will be appointed by a vote of the eligible members of the Committee. The Vice Chair will chair the vote.

6.4 The Vice Chair will be the Director of Education. If the Chair and the Vice Chair are absent, another member will be asked to deputise to chair a meeting.

6.5 The Chair will be nominated as the Committee's member of the Education Board.



- 6.6 The Chair may resign from office at any time by giving notice in writing to the Director of Education

7. Sub-Committees

- 7.1 The 2022 Ordinance, enables the Committee to establish sub-committees
- 7.2 The proposed creation of any such sub-committees shall be subject to approval by the Education Board.

8. Expectations of Committee members

- 8.1 All members of the Committee are expected to keep discussions in meetings confidential, especially when dealing with matters of a personal nature.
- 8.2 All members are expected to read papers submitted prior to the meeting.
- 8.3 All members are to declare any conflicts of interest and these are to be minuted.

9. Meetings and Decision Making

- 9.1. The Committee will meet at least once each term and shall hold other meetings as necessary
- 9.2. Committee meetings are not open to persons other than members, the secretary and invited attendees
- 9.3. Termly meeting dates will be advised to the Committee at the last meeting of each academic year
- 9.4. The College Development Manager and the Chair will agree the meeting agenda four weeks before the meeting.
- 9.5. Papers shall be issued, by email, in a timely manner by the College Development Manager, no less than nine calendar days in advance
- 9.6. Members may attend meetings in person, by video-conferencing and/or by phone.
- 9.7. Where a vote is required to make a decision, this shall be by a simple majority. In the event of a tied vote, the Chair shall have a casting vote.
- 9.8. A vote may be taken by email. Votes will be made to the Chair and copied to all members. The Chair will notify the Committee of the decision by email.
- 9.9. The College Development Manager will organise secretarial support.



10. Quorum

- 10.1 Meetings shall be quorate if the number of voting members present is at least 3.
- 10.2 If the quorum is not achieved, the meeting shall be postponed and rearranged.
- 10.3 If there ceases to be a quorum during a meeting, the meeting shall end.

11. Minutes

- 11.1 Written minutes of every meeting shall be prepared and at every Committee meeting the minute of the last meeting will be an agenda item.
- 11.2 Where minutes have agreed to be accurate they will be signed as a true record by the Chair.

Approved by Education Board – xx/02/2023



Director's Open Report

1. Introduction

This report considers the academic year to date and sets out:

- the Directorate's current work
- future work to be planned - page 5
- meeting dates for 2023/4 – page 6
- appendix 1 - student numbers by educational phase and activity – page 7

2. Education Directorate Workplan (organised by Islands Plan commitments)

2.1 Ongoing work

- Processing applications for new FE, HE and CDS students; resolving queries related to funding policies
- Supporting existing FE, HE and CDS students
- Responding to media interview requests
- Expanding Education network
 - participating in Islands Education network (post-16 focus),
 - meeting with University of Gibraltar
 - meetings with British Schools Uruguay to discuss links and exchanges

2.2 Completed work and Work in Progress

IP1. Involve our young people in democracy, by developing their political knowledge and offering avenues for involvement through schemes, such as the Youth Parliament and Junior Ambassadors programme

Ongoing:

- A Youth Parliament established in October with 9 FICS students participating.
- The group meets every Tuesday lunchtime with MLA Roberts, the Clerk and Ms James to learn about Youth Parliaments and debating etc.
- 27th July there will be a motion to the House, made by the Youth Parliament

Work in progress:

- Management Trainee project started June 2023 to identify further developments for Youth Parliament and FICS curriculum and reports will come to SGC and Board

IP26. Progress a comprehensive management, maintenance and development programme for all government assets, including education estate

Work in progress:

FICS



- Procurement of firm to plan optimisation of FICS being specified with DCS support,
- Expect recommendations to be identified December 2023 to enable costs to be submitted to 24/25 budget.

IJS

- New build for IJS added to 10 year capital programme with PWD and Treasury agreement, submitted as part of budget process.

Stanley House

- Bathroom refurbishment – plans agreed, materials ordered, likely to be work during summer '23/24

IP36: Complete and implement the review of the Education Ordinance and related policies

Completed:

- Education Ordinance (Accountability and Governance) passed in 2022; Further and Higher Education Regulations also passed
- Education Board and its committees refreshed to comply with the Ordinance

Work in Progress

- Education Office supporting students with PRP to obtain student visas to study FE courses in the UK
- Director of Education and Executive Headteacher evaluating options for schools and boarding inspection to comply with statutory requirement to inspect by 2026 and at least every 4 years thereafter.
- Recommended way forward to be brought to first Term 1 Education Board in 2023/4 academic year.

IP38: Implement the recommendations of the Camp Education Review

Completed:

- CE Review recommendations agreed by ExCo in 2022
- Comprehensive communication to all stakeholders in March 2023

Work in Progress

- New allocation of teaching time for children will be implemented from September 2024
- Existing school room funding to be implemented during 2024/5

IP39: Enhance frameworks for apprenticeships, graduate retention and second chance education, including ensuring fundamental language and maths skills

Ongoing:

- CDS promoted regularly through the year – 2022/3 budget fully utilised
- Distance learning GCSEs through Wolsey Hall offered for English and maths



Work in Progress:

- Post-16 Education and Skills policy in development (joint work with Policy) – all post-16 activity – FE, HE, apprenticeships, professional and vocational qualifications, adult lifelong learning and basic skills. Update to be brought to next Education Board.
- Budget agreed for tutor hours for ESOL courses for 23/24 academic year. Staff to be recruited. Courses to be agreed and advertised.
- Budget agreed for English/maths tutor for 23/24 academic year. Staff to be recruited. Courses to be agreed and advertised.

IP39 (Immigration): Approve new policy for English tests for PRP

Work in Progress:

- Agreed with Immigration that more formal speaking test is required than current test. Ideally with a marking scheme and external moderation to assure level.
- College has conducted extensive research into options, which are limited
- Discussion underway with Anglia Examinations which runs English exams worldwide, to agree a solution for the Falkland Islands.
- Face to face meetings to take place August/September in the UK.

IP41: Include Falkland Islands history in the curriculum

Completed

- Curriculum is planned to build strong knowledge of FI History whilst meeting English national curriculum expectations. Up to date resources are available to staff to support this.
- IJS standard curriculum (all shown on curriculum maps on the IJS and Camp Education website) includes units focused on different aspects of Falkland Islands history in each year.
- FICS curriculum includes a full unit on Falkland Islands history in Year 9, which is equivalent to coverage given to English national curriculum topics such as the Tudors or WWI.
- Schools have close links with the Museum and regularly visit it and sites of historic interest e.g. Cartmell Cottage, Cape Pembroke Lighthouse, Memorial Wood, Bodie Bridge.
- In addition to history, other curriculum areas include Falkland specific topics and activities e.g. art, science, geography and government.
- All years participated in special activities designed to observe 'Looking Forward at 40' and selected students participated in all memorial events.

IP42: Continue to improve and develop Childcare sector through increasing staff development and qualifications

Current Position:

- Stepping Stones achieved Gold standard; Stanley Kids Zone continue at Silver; FIG Nursery (managed by Stanley Kids Zone) is at Bronze



Work in Progress

- Childcare Liaison team are discussing with College which qualifications can currently be offered on Island and how this situation can be improved.

IP53: Explore mutually beneficial co-operative relationships and opportunities with BFSAI

Ongoing.

Strong relationship built between IJS and Mount Pleasant Primary School, working collaboratively on quality of teaching and building relationships between staff.

Work in Progress

CBFSAI exploring option of sending secondary-age children to FICS and to board at Stanley House. MOD education team visited FICS and Stanley House Jan 2023 to ensure suitable quality. CBF and Command Sec visited May 2023 to familiarise themselves with offer.



2.2 Future Work to be planned:

IP26. Progress a comprehensive management, maintenance and development programme for all government assets, including education estate
College Workshop <ol style="list-style-type: none">Options to be developed with input from College Advisory CommitteeFinal recommendations to be presented to Education BoardFunding request to be made in FY 2024/25 budget process based on recommendations
Camp Education <p>Estate changes/improvements to be planned during 2024/5, so that schoolrooms and teacher accommodation will meet the standards agreed during the Camp Education Review (will be undertaken by Campus Manager once recruited.)</p>
IP36. Complete and implement the review of the Education Ordinance and related policies
Education Ordinance Stage 2 (Schools and Teaching) and 3 (SEND) <ul style="list-style-type: none">Policy to be developed during 2024 (with support of Policy team)Drafting to take place in 2025 (with support of AG's team)Legislation to be passed 2025/26
IP37. Develop long term strategies for SHIELD and SEND
<ul style="list-style-type: none">Write policy for SEND 0-18 and for Adult Education to put into practice laws passed in Education Ordinance Stage 3Develop and agree SHIELD's future (e.g. intent, capacity, building requirements)
IP39: Enhance frameworks for apprenticeships, graduate retention and second chance education, including ensuring fundamental language and maths skills
<ul style="list-style-type: none">Enhance school children's understanding and experience of Agriculture related careersDevelop and approve Terms of Reference for the CDS panelDevelop CDS database that enables better reporting of outcomes for students <p>To follow on from post-16 policy once agreed:</p> <ul style="list-style-type: none">Apprenticeship policyPromote life long learning – policy framework
IP42: Continue to improve and develop Childcare sector through increasing staff development and qualifications
<ul style="list-style-type: none">Review of current state of Childcare sector versus the original vision for improvement to be undertaken



3. Meeting schedule for 2023/34 academic year

During 2022/23 holding committee meetings before the Education Board has worked well overall and 3 meetings for each committee and the Board has felt appropriate.

For 2023/4 it is proposed that an extra Education Board is held, early in the year, to receive the Annual Report. This report must be presented to the Board before the 31st October each year.

The proposed schedule is as follows:

Term 1

September 20th	- Education Board 1 -
November	- School Governance Committee 1 - Falkland College Advisory Committee 1
December	- Education Board 2

Term 2

February or March	- School Governance Committee 2 - Falkland College Advisory Committee 2
April	- Education Board 3

Term 3

June	- School Governance Committee 3 - Falkland College Advisory Committee 3
July	- Education Board 4

Sarah Stannard
Director of Education
12th July 2023



**Appendix 1: Student Numbers by Educational Phase****1. Schools:**

Year	In year Joiners	In year Leavers	Completed	Enrolled
IJS	21	9		302
<i>IJS inc: Camp Education</i>				21
FICS	7	7		214
Total School Age	28	13		516

The number of children in school is relatively stable, although as can be seen from Table 1 there is more movement in IJS than in FICS, with children joining and leaving school mid-year due to parental movements.

There are currently no children who are Electively Home Educated.

2. Post-16 education:

Year	Starts	Withdrawals	Completed	Active
Further Education Year 1	18	2		16
Further Education Year 2	17	2		15
Further Education	31	4		29
Year 1	7			7
Year 2	4			4
Year 3	8			8
Year 4	2			2
UK Higher Education	21			21
Apprentices on programme	7	2	5	29
CDS actively studying	33		42	82
Total Post-16	76	5	10	192