



MINUTES OF THE BOARD MEETING OF SAFA BRITISH SCHOOL

HELD ON TUESDAY 26TH JUNE 2018 AT 1:00PM

Present:	Louay Khatib	Director	(LK)
	Sameer Merchant	Director	(SM)
	Zara Harrington	Principal	(ZH)
	Dana Barto	Parent	(DB)
	Sabana Skaikh	Parent	(SS)
	Carole Ansell	Leadership Team	(CA)
	Parveen Ghandour	Teacher	(PG)
	Stephen Duckitt	Principal SCS	(SD)
	Leanne Fridd	Head Teacher SCS Primary	(LF)
Apologies:	Jarryd Smith	Parent	(JS)
	Qaiz Sedki	Community member/Educationalist	(QS)
Minutes:	Sarah Sidey	PA	

1. Welcome

SM and LK welcomed everyone to the meeting which is the last of the current academic year.

2. Minutes of last meeting

The minutes of the last meeting held on 21st March 2018 were agreed.

3. Matters arising

There were no matters arising from the minutes.

4. Principal's Report

ZM discussed her Principal's report and supporting documents which had been distributed before the meeting. The following points were discussed in detail:

4.1 Students' Achievements

- Data Attainment Overview 2017-2018 – discussion followed on the attainment overview and ZH answered various questions. The results were compared to the last year's results and trends discussed.
- ZH reported on the re-launch and further embedding of the Learning Gears. The Learning Gears is structured to enhance the existing curriculum with an aim of bringing 'soft skills' to the forefront of the curriculum. The response from the parents has been extremely positive and they acknowledge the importance of soft skills in their child's overall development and are pleased that the school is taking this initiative

4.2 Students' Personal and Social Development, and their Innovation Skills

- ZH discussed how the Moral Education component has been integrated into the overall classroom learning.
- The prayer rooms have been re-vamped to create more space as well as privacy for students and teachers
- Safa's Green Curriculum was officially launched and has been largely integrated into the next year's curriculum that will be rolled out from September 2018
- The school has further enhanced its relationship with Emirati parents – several new initiatives have been put in place to track and record Emirati students' progress as well as several avenues created for Emirati parents to have a greater interaction with the school teachers and coordinators

4.3 Teaching and Assessment

- Arabic and Islamic – ZH and CA met with the Arabic and Islamic team on a weekly basis and provided further training. ZH reported that the additional steps that have been taken to focus on Arabic and Islamic specialist teachers and identify gaps that were observed in recent un-announced class observations
- Discussion followed on the Arabic and Islamic curriculum and noted that the curriculum is very structured on teaching Islamic values and how the classroom experience for the students can be further enhanced
- Lesson Observations – ZH summarised the outcome of planned observations undertaken by herself and the Leadership Team of all teachers including specialists.

- The capacity in the leadership team will be expanded in the next academic year to work on the quality of teaching and learning and on grading of teachers. Further observations will also be undertaken at the beginning of the term 1.
- Assessments – ZH reported that there are currently two assessment systems in place.

4.4 Curriculum

- The curriculum being reviewed in response to data. LF to give CA information on reading diagnostics which Safa Community School found useful.
- The next term curriculum has been significantly enhanced through the incorporation of an additional specialist performing arts teacher
- Soft Skill continues to remain a strong focus and has been further embedded into the overall school offering – Term 3 reports will be having a significant section devoted to soft skills
- Curriculum – A short video was shown on embedding sustainability in all areas of the curriculum and of school life. This will be shared with parents in 2 sessions.
- Design for change has been added to the timetable for the next academic year. Discussion followed on the timing of these classes (Thursday afternoon).

4.6 Protection, Care, Guidance and Support of Students

- ZH provided an update from term 3 on all aspects and the progress made to date.
- Mindfulness will be introduced and ZH reported on a Mindfulness course undertaken by a member of staff.
- ZH summarised the PASS test results which were analysed by year and gender. Discussion followed on the analysis.
- ZH answered questions and gave further details on the accidents outlined in the report.

4.7 Leadership and Management

- ZH gave further information on the number on roll for September 2018. It was noted that Year 4 is at capacity and a decision will be taken at the end of the week regarding a further class.

- Inclusive Education Improvement Plan 2018-2019- discussion followed. ZH reported that the register has been re-written. A CPD is planned for September 2018.

5. Any Other Business

SM announced Dana Barto's resignation from the Board and thanked her for her contribution to the school over the past six years.

6. Date of Next Meeting

To be confirmed.

There was no further business and the meeting closed at 2:30pm.