

Notes of Board Meeting held on 22nd April 2019 at 1:00pm

Present:	Louay Khatib	Director	(LK)
	Sameer Merchant	Director	(SM)
	Zara Harrington	Principal	(ZH)
	Liam Allen	Teacher	(LA)
	Sophie Barber	Teacher	(SB)
	Claire Drinkwater	Parent	(CD)
	Stephen Duckitt	Principal SCS	(SD)
	Leanne Fridd	Head Teacher SCS Primary	(LF)
	Shanoor Khimjee	Parent	(SK)
	Olga Petrukhina	Parent	(OP)
	Rehab Sajwani	Parent	(RS)
	Sabana Skaikh	Parent	(SS)
	Sarah Tortolano	Teacher	(ST)
	Anastasia Yermakovaa	Parent	(AY)

1. Apologies and welcomes

Apologies were received from Qaiz Sedki.

2. SM welcomed all to the meeting which is the last meeting of the current academic year. The main purpose of the meeting is to update on KHDA inspection and discuss the action plan.

3. Minutes of last meeting

The minutes of the last meeting held on 8th January 2019 (pre-inspection meeting) will be mailed to all present.

4. Principal's Report

ZH updated on the board members participation since the last meeting:

AY has worked closely with SB and the Creative Arts department on productions. AY noted that parents involvement in productions has grown with each production this year. Parents are keen to be involved. SB greatly appreciates parents giving up their

time to get involved. A request for larger storage area for props was made. There will be a large storage area in the new school building.

RS assisted ZH with the Arabic language interviews and discussed the changes that have been made.

SS has been assisting the Islamic department with lessons, with an aim of making the lessons more fun and motivating the teachers to change their teaching methods.

Discussion followed on Islamic lessons and ZH informed all that she is currently looking at a purpose written curriculum which follows the KHDA framework. Focus has been on year 1 students to begin with and will then extend the focus to Year 2. A buddy will be introduced, a parent of both schools who will look at the quality of work produced.

4. Inspection report

The board members split up into small groups to look at the school development plan and look at the inspection outcomes. The members discussed what objectives might need to be added into the action plan based on the recommendations received.

1. Students and achievements – CD/LF

- There was a discussion on whether the EYFS data was presented and understood properly by all parties since EYFS indicators had not moved up. It was discussed whether the data collected through the school's Tapestry software is adequate or whether the school should evaluate some other form of presenting the data
- Members discussed that EYFS resources need to be re-evaluated. It was also discussed that the learning environment in EYFS would need certain reconfiguration
- Integrating - science and mathematics – into the learning areas
- Evaluating the assessment data – it was suggested that over and above the base data the school should also present the data based on the number of years students have spent at the school – new students joining the school from other countries or school often have lower assessment scores than existing Safa students and thereby end up impacting the class averages. Students who have been at Safa School for 4 years or longer tend to have very high assessment scores indicating high level of teaching and learning at Safa School which should be highlighted through the data

2. Skills – AY, OP, SB

- Overall outstanding

- More field trips and encourage children to visit locations that have more cultural and Emirati roots
- Made a list regarding Arabic and Islamic trips
- Inviting experts in to talk to the children - learning in a different way
- Student awareness of worldwide cultures - International day was after inspection - feed it through the PlanIt curriculum
- International Week - suggestion - continent per day concept was discussed, students to be issued country passports during the week and food on the last day
- More balanced for the next academic year
- Heritage tradition - exhibition of photographs across school corridors

3. Teaching and Assessment

- The members emphasised that the school and its leaders would need to demonstrate higher level of consistency as well as clearer communication of expectation to all teachers
- What has been the impact of the interventions - who is measuring the impact and how is it being effective. Are the interventions monitored and are they consistent
- Monitoring books
- Learning Ladders - every member of staff using assessment tools through the Learning Ladders programme and have the same expectations. The board urged that all teachers should be made aware of the same level of expectations
- Criteria teaching and learning - are we all judging in the same way - check same levels
- Islamic and Arabic teachers would be timetabled to observe other lessons in the school so that they can work on their teaching and learning outcomes
- Members proposed that there should be additional dedicated CPD for Teaching Assistants – a proposed CPD plan for the same was to be put in place

4. Curriculum

LK and SM were very involved in inspection process

- The school would need to focus very prominently on the provision of Arabic at the school across all year groups – especially Arabic for non natives. This is extremely clear from the inspection outcomes
- School is on the right path on the other indicators – however a significant amount of improvement is encouraged and expected from the school for the next inspection

- Certain initiative for Islamic B are very good - need to see more of that
- Applies too to the Arabic - maybe something similar so that students love the subject and get motivated in their classes
- Workshop on the curriculum - well received with parents - helps parents to support the children
- CD - provides parents with basic guidelines on how they should be doing in the maths
- ST - Parents evening lots of questions - use over the summer to bridge the gap - not necessary to do more than 2 pages per week
- Many parents love additional home studies to add to the knowledge and challenge their children
- Home work should be offered as a choice so that parents can look at it positively.
- Majority of the school children have bought the additional workbooks that the school had sourced
- Some parents prefer to do it on line and the school will explore online home work options
- AY - would like similar work books on English
- Arabic curriculum - RS has a book that she wanted the staff to look at as a possible Arabic homework option
- We will continue with the Maths No Problem books next year
- School competitions during the year have been extremely positive with good participation from all students

5. PROTECTION CARE AND GUIDANCE

The school management will need to focus on ensuring :

- Care and support provided to students is well communicated and documented
- Digital safety curriculum – Parents, school and teachers should be all involved in ensuring the school puts in place a robust digital safety awareness programme
- It was highlighted that digital safety was part of the recent BSME conference
- Studnets and teachers should be educated on how to interpret fake news
- Workshop for parents should be conducted in the coming term

6. Leadership and Management : SM

- Indicator - effectiveness of leadership
- Last year moved to very good stayed at very good
- Evaluation - very good
- 6..1.3 Parents won an award last week for Exceptional Parental Engagement

- 6.1.4 Governors - Indicator very good
- Management staffing - maintained at very good
- Resources stayed at very good - new campus will hopefully move up this indicator further up since the new campus is built with a strong focus on learning areas and teaching resources

6. Any Other Business

Updates - New school campus was launched

The two Safa Schools have created a Teaching and Learning team that will work across both schools incorporating best practices as well as maintain consistency in all aspects of Teaching & Learning across the schools

Staffing turnover – the school had a significant staff turnover of 42% at the end of 2017/18 given change in leadership. The staff turnover for the next year is extremely encouraging and is down to 8% only – a significant portion of that is due to re-location out of Dubai and non-renewal of contracts. Some contracts were not renewed based on performance metrics not meeting the school's expectations.

Currently a significant focus of the school has been on Arabic – Mrs. Rehab Khalifa, Head of Arabic at SCS is supporting Heba Ahmad in Arabic as she is new in her role.

Building project with regards to designs and approvals is on time –the school will do the ground breaking ceremony with Safa students and communicate regular progress to children and parents.

The school will go ahead with Year 7 for the next academic year beginning Sept 2019 from its existing campus since the response of parents has been encouraging and the school expects to have one class of year 7 for next year.

The school has successfully appointed a secondary teacher from an outstanding rated Dubai school to teach Maths and Science for the first batch of Year 7.

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