

**No 732      Minutes 732 of the Education Committee meeting held at the Education Learning Centre on Wednesday, 20th July 2016 at 09.00hrs.**

Present:	Hon. Christine Scipio-O'Dean	Chairperson
	Hon. Corinda Essex	Deputy Chairperson
	Hon. Brian Isaac	Member
	Hon. Wilson Duncan	Member
	Mrs. Shirley Wahler	Director
	Mrs. Kerry Yon	Assistant Director Lifelong Learning
	Mrs. Wendy Benjamin	Assistant Director Schools
	Mrs. Cherilee Thomas-Johnson	Secretary
Invited:	Miss Joanne Crowie	Finance Officer

**OPEN AGENDA**

**32.1 WELCOME AND APOLOGIES**

The Chairperson welcomed all present.

**32.2 MATTERS ARISING FROM MINUTES 731**

**REPORT FROM RETURNING GRADUATE TEACHERS**

The Director informed the Committee that she met with Mrs Kedell Worboys whilst she was on island. Discussions were held in regards to the communication issues and concerns that arose from previous scholarship students.

The Directorate will look at options of providing support to the students especially to those who will be departing the island in August 2016 as it was recognised that the UK Representative Office work demand is rather great.

The Director advised that as only six students will be funded through the Scholarship fund as the seventh student is funded through the Commonwealth; potentially there will be surplus money this year to support the students. An update will be provided at the next meeting.

**ACTION: Director**

**PUBLIC LIBRARY PILOT**

The Committee was advised that although the library service questionnaire has been amended, printed and circulated there has been a delay in publicising it.

It was noted that staffing remained uncertain within the Library. However it was pleasing to note that a part time Library Assistant had been appointed. It was agreed that due to such level of uncertainty with staffing the proposed pilot of extending the opening hours will be delayed once again. Should the staffing situation stabilise then

the pilot scheme will commence in September 2016. Updates of the staffing and outcome of the questionnaire will be provided to the Committee via email.

ACTION: Assistant Director of Lifelong Learning

### **PROPOSED TERM TIMES**

Committee members were content with the proposed term times for 2016/17, it was agreed that all Public Holiday dates were to be inserted where applicable before publicising.

ACTION: Assistant Director (Schools)

### **32.3 KEEPING CHILDREN SAFE IN EDUCATION**

Committee members were circulated documents prior to the meeting.

After considerable discussion, Members were happy to endorse the policy subject to various amendments. The final version is to be circulated to the Committee

ACTION: Director

The Committee requested that Guidelines to protect staff in schools to be drawn up in parallel with Keeping Children Safe in Education Policy; these guidelines to be circulated to the committee prior to implementation of Keeping Children Safe in Education Policy. The Committee looked forward to receiving a policy for keeping staff safe in Education for approval in the near future.

ACTION: Director

### **32.4 APPRENTICESHIP POLICY**

Committee members were circulated documents prior to the meeting.

The Committee endorsed the revised Apprenticeship Policy that includes the Academic Band Information to be circulated to students and parents.

ACTION: Assistant Director of Lifelong Learning

The Assistant Director agreed to send the revised Policy to members with tracked changes.

ACTION: Assistant Director of Lifelong Learning

### **32.5 ST HELENA COMMUNITY COLLEGE BOARD**

Documents were circulated prior to the meeting.

The Committee approved the composition of the St Helena Community College Board; the Committee agreed to provide suggestions for a member from the private sector by Monday, 25<sup>th</sup> July 2016.

ACTION: Committee

### **32.6 PROPOSED CHARGING POLICY**

Committee members were circulated the Charging Policy prior to the meeting.

Members were content to approve the Policy; The final version to be circulated to the Committee.

ACTION: Director

### **32.7 PROPOSED CHANGES TO EDUCATION BROADBAND**

Committee members were circulated the report prior to the meeting for information only.

It was agreed that a presentation of the proposed options be presented to all Elected Members.

ACTION: Chairperson

### **32.12 DATE OF NEXT MEETING**

The next scheduled meeting will be held on:

Wednesday, 17th August 2016, commencing at 09.00 hrs at the Education Learning Centre.

There being no further business for discussion, the meeting closed at 13.30 hrs.

Confirmed:  
Honourable Christine Scipio-O'Dean

Date: August 2016