



Board of Governors of the City of London School

Date: WEDNESDAY, 11 MARCH 2020

Time: 11.00 am

Venue: CITY OF LONDON SCHOOL, QUEEN VICTORIA STREET, EC4V 3AL

Members:

Deputy James Thomson (Chairman)	Andrew Jones (Co-Opted)
Tim Levene (Deputy Chairman)	Alderman Vincent Keaveny
Alexander Barr	Ronel Lehmann (Co-Opted)
Nicholas Bensted-Smith (Ex- Officio Member)	Lord Levene of Portsoken (Co-Opted)
Deputy Keith Bottomley	Deputy Edward Lord
Lesley Cartmell (Co-Opted)	Paul Madden (Co-Opted)
Dominic Christian	Sylvia Moys
John Cloughton (Co-Opted)	Ian Seaton
Marianne Fredericks	Paul Stein (Co-Opted)
Rosie Gill (Co-Opted)	Deputy Philip Woodhouse (Ex-Officio Member)
Caroline Haines	

Enquiries: Polly Dunn
polly.dunn@cityoflondon.gov.uk

**Lunch will be served at the rising of the meeting.
NB Part of this meeting may be subject to audio-visual recording**

Future Board meeting dates

10 Jun 2020 – 11am (City of London School)
8 October 2020 – 10am (Guildhall)
9 December – 11am (City of London School)
10 March 2021 – 11am (City of London School)

Future Committee meeting dates

22 May 2020
18 September 2020 (Academic & Education)
20 November 2020 (Governance/Finance & Estates)

**John Barradell
Town Clerk and Chief Executive**

AGENDA

Part 1 - Public Agenda

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **MINUTES**
To agree the public minutes and non-public summary of the meeting held on 11 December 2019.
For Decision
(Pages 1 - 6)
4. **MINUTES OF THE FINANCE AND ESTATES COMMITTEE**
To receive the draft minutes and non-public summary of the Finance and Estates Committee meeting held on 12 February 2020.
For Information
(Pages 7 - 10)
5. **MINUTES OF THE ACADEMIC AND EDUCATION COMMITTEE**
To receive the draft public minutes and non-public summary of the Academic and Education Committee meeting held on the 12 February 2020.
For Information
(Pages 11 - 12)
6. **ANNUAL REVIEW OF TERMS OF REFERENCE**
Report of the Town Clerk.
For Decision
(Pages 13 - 16)
7. **RISK REGISTER 2019-20 FOR: THE CITY OF LONDON SCHOOL BURSARY FUND INCORPORATING THE CITY OF LONDON SCHOOL SCHOLARSHIPS AND PRIZES FUND AND THE CITY OF LONDON SCHOOL EDUCATION TRUST**
Joint report of the Chamberlain and the Bursar.
For Decision
(Pages 17 - 26)
8. **INTERNATIONAL HOLOCAUST REMEMBRANCE ALLIANCE (IHRA) DEFINITION ON ANTI-SEMITISM**
Report of the Town Clerk.
For Information
(Pages 27 - 30)

9. **HEAD'S REPORT**
Report of the Head of the City of London School.
- For Information**
(Pages 31 - 34)
10. **CITY OF LONDON SCHOOL CHARITABLE GIVING**
Report of the Head.
- For Information**
(Pages 35 - 46)
11. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**
12. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**
13. **EXCLUSION OF THE PUBLIC**
MOTION - That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.
- For Decision**
- Part 2 - Non-Public Agenda**
14. **NON-PUBLIC MINUTES**
To agree the non-public minutes of the meeting held on 11 December 2019.
- For Decision**
(Pages 47 - 58)
15. **NON-PUBLIC MINUTES OF THE FINANCE AND ESTATES COMMITTEE**
To receive the draft non-public minutes of the Finance and Estates Committee meeting held on 12 February 2020.
- For Information**
(Pages 59 - 62)
16. **NON-PUBLIC MINUTES OF THE ACADEMIC AND EDUCATION COMMITTEE**
To receive the draft non-public minutes of the Academic and Education Committee meeting held on 12 February 2020.
- For Information**
(Pages 63 - 66)
17. **HEAD'S NON-PUBLIC REPORT**
Report of the Head.
- For Decision**
(Pages 67 - 90)

- | | | |
|-----|---|---|
| 18. | BURSAR'S REPORT
Report of the Bursar. | For Decision
(Pages 91 - 98) |
| 19. | CHARITIES RATIONALISATION
Report of the Comptroller & City Solicitor. | For Decision
(Pages 99 - 104) |
| 20. | COMPLIANCE
Report of the Head. | For Decision
(Pages 105 - 130) |
| 21. | PHASE 1 - CITY OF LONDON SCHOOL MASTERPLAN
Report of the City Surveyor. | For Decision
(Pages 131 - 132) |
| 22. | FINANCIAL INFORMATION DASHBOARD
Joint Report of the Chamberlain and the Bursar. | For Information
(Pages 133 - 148) |
| 23. | HEALTH & SAFETY AND WELFARE
Report of the Head. | For Information
(Pages 149 - 206) |
| 24. | SAFEGUARDING
Report of the Head. | For Information
(Pages 207 - 216) |
| 25. | DEVELOPMENT AND ALUMNI RELATIONS REPORT (INTERIM)
Report of the Head. | For Information
(Pages 217 - 234) |
| 26. | CYBER SECURITY
Report of the Bursar. | For Information
(Pages 235 - 240) |

27. **NON-PUBLIC OUTSTANDING ACTIONS**

Report of the Town Clerk.

For Information
(Pages 241 - 244)

28. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**

29. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE BOARD AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

Part 3 - Confidential Agenda - Circulated Separately

30. **CONFIDENTIAL MINUTES**

To agree the confidential minutes of the meeting held on 11 December 2019.

For Decision

31. **CONFIDENTIAL MINUTES OF THE FINANCE AND ESTATES COMMITTEE**

To receive the draft confidential minutes of the Finance and Estates Committee meeting held on 12 February 2020.

For Information

32. **CITY OF LONDON SCHOOL STAFFING AND PAY MATTERS**

Report of the Bursar.

For Decision

This page is intentionally left blank

BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL **Wednesday, 11 December 2019**

Minutes of the meeting of the Board of Governors of the City of London School held at City of London School, Queen Victoria Street, EC4V 3AL on Wednesday, 11 December 2019 at 11.00 am

Present

Members:

Deputy James Thomson (Chairman)	Alderman Vincent Keaveny
Tim Levene (Deputy Chairman)	Ronel Lehmann (External Member)
Alexander Barr	Deputy Edward Lord
Lesley Cartmell (External Member)	Paul Madden (External Member)
John Cloughton (External Member) (from item 4)	Ian Seaton
Marianne Fredericks	Paul Stein (External Member)
Rosie Gill (External Member)	Deputy Philip Woodhouse (Ex-Officio Member)
Caroline Haines	
Andrew Jones (External Member)	

Officers:

Alan Bird	- Head, City of London School
Charles Griffiths	- Bursar, City of London School
Dr Richard Brookes	- Senior Deputy Head, City of London School
Coco Stevenson	- Deputy Head (Pastoral), City of London School
Steven Reynolds	- Chamberlain's Department
Polly Dunn	- Town Clerk's Department

1. APOLOGIES

Apologies were received from Nicholas Bensted-Smith, Deputy Keith Bottomley, Dominic Christian, Lord Levene of Portsoken and Sylvia Moys.

The Chairman welcomed Deputy Philip Woodhouse, the Chairman of the City of London Freeman's School.

2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA

There were no declarations.

3. MINUTES

RESOLVED, that the minutes of the meeting held on 8 October 2019, be approved as accurate record.

4. GOVERNOR APPOINTMENT

The Chairman noted that the Board and its Governance Committee had previously endorsed the appointment of a former HMC Head to the Board. The Chairman and Head had consequently identified a candidate and nominated Mr

John Cloughton, former Head of both King Edward's School, Birmingham and Solihull School.

It was noted that Mr Cloughton had experience in the areas of fundraising and the development of academy partnerships, an area fundamental to the City of London Family of Schools.

RESOLVED, that John Cloughton be appointed as a co-opted member to the Board of Governors for a term ending in July 2023.

11.08 - John Cloughton joined the meeting and introductions were made.

11.08 – Marianne Fredericks joined the meeting.

5. **GOVERNANCE COMMITTEE MINUTES**

RESOLVED, that the draft public minutes of the Governance Committee meeting held on 22 November 2019, be noted.

6. **FINANCE AND ESTATES COMMITTEE MINUTES**

RESOLVED, that the public minutes of the Finance and Estates Committee meeting held on 22 November 2019, be noted.

7. **HEAD'S REPORT**

Governors received a report of the Head regarding an update on various school matters. The following matters were raised:

- Governors congratulated the Head and the School's staff for the recent Sunday Times award which listed CLS as the London Independent Secondary School of the Year. Governors and the citation in the Times article remarked that the School's strength lay within its diversity and social mobility. The Board requested that their appreciation be noted and passed onto the staff.
- A pupil at the School had received the highest grade nationally for the Chartered Institute for Securities & Investment's (CISI's) Securities and Investment Certificate EPQ.
- The School noted that it had the financial means to offer up to 22 pupils full fee equivalent means tested bursaries for the 2020 academic year entry, under the City's bursary rules, and was looking to offer these to both 6th form and first form applicants, if sufficient candidates were successful in the application process. It was noted that this would potentially equate to almost 14% of an entire year group.
- Governors discussed the enactment of the Critical Incident Plan on the 29 November 2019 as a result of the attack at Fishmongers' Hall and London Bridge. It had been good test of the plan and useful feedback had been received. Throughout the course of the 29 November, the School had communicated effectively; although, it was felt that the situation would have been more challenging had there been a need to

keep the pupils in the School much later than they did on this occasion (4.30pm).

RESOLVED, that the report be noted.

8. **CITY OF LONDON SCHOOL EDUCATION TRUST - DRAFT 2018/19 ANNUAL REPORT AND FINANCIAL STATEMENTS**

Governors received a report of the Chamberlain regarding the City of London School Education Trust - Draft 2018/19 Annual Report and Financial Statements.

RESOLVED, that the report be noted.

9. **THE CITY OF LONDON SCHOOL BURSARY FUND INCORPORATING THE CITY OF LONDON SCHOOL SCHOLARSHIPS & PRIZES FUND - DRAFT ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2019**

Governors received a report of the Chamberlain regarding the City of London School Bursary Fund incorporating The City of London School Scholarships & Prizes Fund - Draft Annual Report and Financial Statements for the year ended 31 March 2019.

RESOLVED, that the report be noted.

10. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**

There were no questions.

11. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

There was no other business.

12. **EXCLUSION OF THE PUBLIC**

RESOLVED, that under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

13. **NON-PUBLIC MINUTES**

RESOLVED, that the non-public minutes of the meeting held on 8 October 2019, be approved as accurate record.

14. **NON-PUBLIC GOVERNANCE COMMITTEE MINUTES**

RESOLVED, that the non-public minutes of the Governance Committee meeting held on 22 November 2019, be noted.

15. **NON-PUBLIC FINANCE AND ESTATES COMMITTEE MINUTES**

RESOLVED, that the non-public minutes of the Finance and Estates Committee held on 22 November 2019 be approved as accurate record.

16. **NON-PUBLIC OUTSTANDING ACTIONS**
Governors received a report of the Town Clerk regarding the Board's outstanding actions.
17. **NON-PUBLIC HEAD'S REPORT**
Governors received a report of the Head regarding an update on various school matters.
18. **BURSAR'S REPORT**
Governors considered a report of the Bursar regarding financial and operational matters of the School.
19. **PARTNERSHIPS REPORT 2019**
Governors received a report of the Head regarding the 2019 City of London School Partnerships report.
20. **PARTNERSHIP STRATEGY**
Governors considered a report of the Head regarding a Partnership Strategy.
21. **PROPOSED 2020/21 REVENUE BUDGET**
Governors considered a report of the Chamberlain and the Head regarding the proposed 2020/21 revenue budget.
22. **REPAIRS, MAINTENANCE AND IMPROVEMENTS FUND**
Governors considered a report of the Chamberlain, City Surveyor and the Head regarding the Repairs, Maintenance and Improvements Fund.
23. **GATEWAY 6: CITY OF LONDON SCHOOL SUMMER WORKS 2016**
Governors considered a report of the City Surveyor regarding a Gateway 6 approval for the City of London School Summer Works 2016.
24. **CITY OF LONDON SCHOOL PARENT CONTRACT REVIEW AND UPDATE**
Governors considered a report of the Comptroller and City Solicitor and the Bursar regarding the City of London School Parent Contract review and update.
25. **SAFEGUARDING REPORT**
Governors considered a report of the Head regarding an update on the School's Safeguarding activities.
26. **HEALTH & SAFETY AND WELFARE**
Governors received a report of the Head regarding Health & Safety and Welfare.
27. **COMPLIANCE**
Governors considered a report of the Head regarding policy compliance.
28. **REGULAR UPDATE OF THE SCHOOL'S RISK REGISTER**
Governors considered a report of the Bursar regarding the regular update of the School's Risk Register.

29. **ACTION TAKEN BETWEEN MEETINGS**

Governors received a report of the Town Clerk regarding action taken between meetings.

30. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE BOARD**

There were none.

31. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE BOARD AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

There was no other business.

32. **CONFIDENTIAL MINUTES**

RESOLVED, that the confidential minutes of the meeting held on 8 October 2019, be approved as accurate record.

33. **CITY OF LONDON SCHOOL STAFFING MATTERS**

Governors considered a report of the Bursar regarding City of London School staffing matters.

34. **CHAIRMAN'S BUSINESS**

Governors received a verbal update from the Chairman regarding the Head's annual appraisal.

The meeting ended at 1.08 pm

Chairman

Contact Officer: Polly Dunn
polly.dunn@cityoflondon.gov.uk

This page is intentionally left blank

FINANCE & ESTATES COMMITTEE OF THE BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL

Wednesday, 12 February 2020

Minutes of the meeting of the Finance & Estates Committee of the Board of Governors of the City of London School held at the Guildhall EC2 at 10.00 am

Present

Members:

Tim Levene (Chairman)
Alexander Barr

Deputy Keith Bottomley
Paul Stein

Officers:

Alan Bird	- Head, City of London School
Charles Griffiths	- Bursar, City of London School
Steven Reynolds	- Chamberlain's Department
Polly Dunn	- Town Clerk's Department

1. APOLOGIES

Apologies were received from Deputy Edward Lord, Ian Seaton and Deputy James Thomson.

2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA

There were none.

3. MINUTES

RESOLVED, that public minutes and non-public summary of the meeting held on 22 November 2019, be approved as accurate record.

4. RISK REGISTER 2019-20 FOR: THE CITY OF LONDON SCHOOL BURSARY FUND INCORPORATING THE CITY OF LONDON SCHOOL SCHOLARSHIPS AND PRIZES FUND AND THE CITY OF LONDON SCHOOL EDUCATION TRUST

Governors considered a joint report of the Chamberlain and the Bursar regarding the 2019-20 risk register for the City of London School Bursary Fund incorporating The City of London School Scholarships and Prizes Fund and The City of London School Education Trust.

Governors discussed how risks get incorporated into the register. It was understood that risks could be identified by the Board's Committees, the Board itself, or by Officers (and then presented to the Board).

Following a question about Coronavirus, the Bursar confirmed that the risk register included provision for a pandemic. Parents had been communicated with regularly regarding arrangements at the School following continued

developments of the Coronavirus outbreak. Parents had been asked to log any half-term travel with the School. Pupils would be subject to any Government-imposed quarantine should they choose to travel over half-term to any at-risk countries. Governors requested that an update on the measures taken by the School in response to the Coronavirus, be circulated to the full Board of Governors.

RESOLVED, that the Finance and Estates Committee recommend to the Board of Governors that the two risk registers satisfactorily set out the risks facing the School's two charities, and that appropriate measures are in place to mitigate those risks.

5. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**

There were no questions.

6. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT**

There was no other business.

7. **EXCLUSION OF THE PUBLIC**

RESOLVED, That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

8. **NON-PUBLIC MINUTES**

RESOLVED, that the non-public minutes of the meeting held on 22 November 2019, be approved as accurate record.

9. **OUTSTANDING ACTIONS**

Governors received a report of the Town Clerk regarding the Committee's outstanding actions.

10. **BURSAR'S REPORT**

Governors received a report of the Bursar regarding financial and operational School matters.

11. **CYBER SECURITY**

Governors received a report of the Bursar regarding cyber security.

12. **FINANCIAL INFORMATION DASHBOARD**

Governors received a joint report of the Chamberlain and the Bursar regarding the School's Financial Information Dashboard.

13. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE SUB COMMITTEE**

There were no questions.

14. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE SUB COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

There was no other business.

15. **BAINES CUTLER BENCHMARK REPORT ON TEACHER AND SENIOR STAFF SALARY AND BENEFITS - JANUARY 2020**

Governors received a report of the Head regarding the Baines Cutler Benchmark report on teacher and senior staff salary and benefits (January 2020).

The meeting closed at 11.04 am

Chairman

**Contact Officer: Polly Dunn
020 7332 3726**

This page is intentionally left blank

ACADEMIC & EDUCATION COMMITTEE OF THE BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL

Wednesday, 12 February 2020

Minutes of the meeting of the Academic & Education Committee of the Board of Governors of the City of London School held at the Guildhall EC2 at 11.00 am

Present

Members:

Rosie Gill
Caroline Haines

Tim Levene
Paul Madden (Chairman)

Officers:

Alan Bird	- Head, City of London School
Dr Richard Brookes	- Senior Deputy Head, City of London School
Adam Živanić	- Deputy Head (Teaching and Innovation), City of London School [for items 1-9]
Coco Stevenson	- Deputy Head (Pastoral), City of London School
Andrew McBroom	- Deputy Head, Co-Curricular and Operations, City of London School [for item 9]
Polly Dunn	- Town Clerk's Department

1. APOLOGIES

Apologies were received from Deputy James Thomson.

2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA

There were no declarations.

3. MINUTES

RESOLVED, that the public minutes and non-public summary of the meeting held on 27 September 2019, be approved as accurate record.

4. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

There were no questions.

5. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT

There was no other business.

6. EXCLUSION OF THE PUBLIC

RESOLVED, That under Section 100A(4) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Local Government Act.

7. **NON-PUBLIC MINUTES**
RESOLVED, that the non-public minutes of the meeting held on 27 September 2019, be approved as accurate record.
8. **OUTSTANDING ACTIONS**
Governors received a report of the Town Clerk regarding the Committee's outstanding actions.
9. **NON-PUBLIC HEAD'S REPORT**
Governors received a report of the Head regarding general School matters.
10. **SAFEGUARDING REPORT**
Governors received a report of the Head regarding a safeguarding update.
11. **UNIVERSITIES UPDATE**
Governors received a report of the Head regarding an update on University applications.
12. **NON-PUBLIC QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were no questions.
13. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
There was no other business.

The meeting closed at 12.34 pm

Chairman

Contact Officer: Polly Dunn
Polly.Dunn@cityoflondon.gov.uk

Committee: Board of Governors of the City of London School	Date: 11 March 2020
Subject: Annual Review of Terms of Reference	Public
Report of: The Town Clerk	For Decision
Report author: Polly Dunn, Town Clerk's Department	

Summary

This is the City of London School's annual review of its terms of reference and composition, where Members are invited to recommend any changes to the Policy and Resources Committee and the Court of Common Council for consideration. Members are also asked to consider whether the frequency of meetings of the Board during the year ensures adequate opportunity to review the business brought before it, or whether meetings can be convened more frequently, or less frequently.

Main Report

1. Each Grand Committee appointed by the Court of Common Council is invited to review its terms of reference annually and put any proposed amendments to the City's Policy and Resources Committee and ultimately the Court of Common Council for approval.
2. Any changes, if agreed by Policy Committee in March 2020 and the Court of Common Council in April 2020, will take effect ahead of the scheduled June 2020 meeting of the Board of Governors.
3. In considering the existing **terms of reference**, Governors will want to consider whether, in their view, they afford the Governing Body sufficient ability to effectively discharge its duties to the School: setting the School vision; holding the Headmaster to account; and ensuring sound financial management. Members are also invited to consider whether they feel the composition of the Board remains appropriate.
4. **Frequency of Meetings.** The Board is scheduled to meet on four occasions each year. In 2020 the Board will meet on 11 March, 1- June, 7 October and 9 December. Members are invited to comment on whether they feel this frequency of meetings allows for proper consideration of business, or whether the Board could meet more frequently or infrequently (e.g. every two months, or quarterly).
5. The Board will consider the appointment of its Sub-Committees and their respective terms of reference at the June 2020 Board meeting.

Conclusion

6. This paper sets out the Board's annual review of its terms of reference and invites Members to comment on its terms of reference and its frequency of meetings. Any proposed changes will be referred either the Policy and Resources Committee and Court of Common Council, or the City's governance review, for consideration.

Recommendation:

That Members:

- consider the attached Terms of Reference and come to a view whether any amendments should be referred to the Policy and Resources Committee and the Court of Common Council for approval;
- consider whether the frequency of meetings of the Board remains appropriate; and
- agree to delegate authority to make any further changes to the 2020/2021 terms of reference to the Town Clerk, in consultation with the Chairman and Deputy Chairman

Appendix – Terms of Reference 2019/20, Board of Governors of the City of London School.

Polly Dunn

Town Clerk's Department

T: 020 7332 3726 E: polly.dunn@cityoflondon.gov.uk

ESTLIN, Mayor	RESOLVED: That the Court of Common Council holden in the Guildhall of the City of London on Thursday 25th April 2019, doth hereby appoint the following Committee until the first meeting of the Court in April, 2020.
---------------	---

BOARD OF GOVERNORS OF THE CITY OF LONDON SCHOOL

1. **Constitution**

A Non-Ward Committee consisting of,

- one Alderman nominated by the Court of Aldermen
- up to 10 Commoners elected by the Court of Common Council at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- the following ex-officio Members:-
 - the Chairman of the Board of Governors of City of London School for Girls
 - the Chairman of the Board of Governors of City of London Freeman's School
- up to eight co-opted non-City of London Corporation Governors with experience relevant to the Board

The Chairman of the Board shall be elected from the City Corporation Members.

2. **Quorum**

The quorum consists of any five Common Council Governors.

Any decision taken by the Board of Governors shall require the agreement of a majority of Common Council Governors present at the meeting and voting.

3. **Membership (until July 2019)**

ALDERMEN

- 2 Vincent Thomas Keaveny, Sheriff

COMMONERS

- 10 (4) Marianne Bernadette Fredericks
 7 (4) Sylvia Doreen Moys
 3 (3) Dominic Gerard Christian
 2 (2) Caroline Wilma Haines, *for three years*
 2 (2) Alexander Robertson Martin Barr
 4 (2) Keith David Forbes Bottomley, Deputy
 2 (2) Timothy Levene
 10 (2) Charles Edward Lord, O.B.E., J.P., Deputy
 10 (1) Ian Christopher Norman Seaton
 6 (1) James Michael Douglas Thomson, Deputy

together with:-

Ronel Lehmann

Lord Levene of Portsoken

Christopher Martin

Paul Madden

Rosie Gill

Paul Stein

Vacancy

Vacancy

together with the ex-officio Members referred to in paragraph 1 above.

4. **Terms of Reference**

To be responsible for:-

- (a) all School matters;
- (b) the management of the School land and buildings belonging to the City of London Corporation;
- (c) the appointment of the Head and, where appropriate, the deputies and the Bursar.

This page is intentionally left blank

Committee	Date
Finance & Estates Committee of the Board of Governors of the City of London School	12 February 2020
Board of Governors of the City of London School	11 March 2020
Subject: Risk Register 2019-20 for: The City of London School Bursary Fund incorporating The City of London School Scholarships and Prizes Fund and The City of London School Education Trust	Public
Report of: The Chamberlain and The Bursar of The City of London School	For Decision
Report author: Steven Reynolds, Chamberlain's Department	

Summary

This report provides a key risks register at Appendix 2 for The City of London School Bursary Fund incorporating The City of London School Scholarships and Prizes Fund and, at Appendix 3, a key risks register for The City of London School Education Trust, both for review by Members on behalf of the trustee (the City of London Corporation), to ensure that existing risks are reconsidered, any new risks are identified and that appropriate measures are in place to mitigate those risks.

These registers have been prepared and scored using the City of London Corporation Risk Matrix at Appendix 1.

Currently, the risk register for the Bursary Fund contains eight risks, of which six are assessed as green and two which are amber. Risk five is a new risk which recognises that funding from the City may reduce in the future. This is an amber risk and further detail is provided in paragraph 5 of this report. The register for the Education Trust contains four risks, all of which are assessed as green. Whilst still green, the score of risk one, relating to grants being awarded for purposes not complying with the charity's objectives, has increased from 1 to 4 and this is explained in paragraph 8. No other new risks have been identified since the last annual register was presented to this Board and the other risk scores remain unchanged. There are currently no red risks on either register.

Recommendations

Members are asked to review the two risk registers to confirm that they satisfactorily set out the risks facing the School's two charities and that appropriate measures are in place to mitigate those risks.

Main Report

Background

1. This report provides a key risks register for The City of London School Bursary Fund incorporating The City of London School Scholarships and Prizes Fund at Appendix 2 and a key risks register for The City of London School Education Trust at Appendix 3, both administered by the Board of Governors of the City of London School on behalf of the trustee (the City of London Corporation).
2. In accordance with the Charity Commission's Statement of Recommended Practice (SORP), Trustees are required to confirm in the charity's annual report that any major risks to which the charity is exposed have been identified and reviewed and that systems are established to mitigate those risks.
3. The Charities SORP requires that the register is reviewed annually to ensure that existing risks are reconsidered and any new risks are identified.

Review of Risks

4. The method of assessing risk reflects the City of London's standard approach to risk assessment as set out in its Risk Management Strategy as approved by the Audit and Risk Management Committee. The City of London Corporation risk matrix, which explains how risks are assessed and scored, is attached at Appendix 1 of this report.
5. The risk register to be reviewed by the Board of Governors of the City of London School for The City of London School Bursary Fund incorporating The City of London School Scholarships and Prizes Fund is set out in Appendix 2. This contains eight risks as summarised below:
 1. Income from investments may decline – overall risk score of amber (12);
 2. Awards may not comply with objectives – overall risk score of green (1);
 3. Applicants do not disclose full details – overall risk score of green (3);
 4. Insufficient beneficiaries – overall risk score of green (4);
 5. NEW RISK: Funding from the City may reduce – overall score of amber (8);
 6. Charity lacks direction, strategy, and forward planning – overall green (4);
 7. Conflicts of interest – overall risk score of green (1); and
 8. Loss of staff – overall risk score of green (3).

Mitigation of amber risks

Risk one is mitigated through investments being managed by a professional fund manager, whose performance is monitored by the Chamberlain and Financial Investment Board. All current measures are being taken and nothing further can be done (at this time) to mitigate the risk.

Risk five is a new risk, which would be mitigated through trying to agree a phased approach to any reduction to ensure that replacement funds could be found from elsewhere.

6. In regards to risk six, a review of the charities is currently being undertaken by the School, alongside legal experts, and this is anticipated to result in improved direction and strategy. The current risk is assessed as green with a score of 4 and this is anticipated to reduce to 2 following completion of the review.
7. The risk register to be reviewed by the Board of Governors of the City of London School for The City of London School Education Trust is set out in Appendix 3. This contains four risks as summarised below:
 1. Awards may not comply with objectives – overall risk score of green (4);
 2. Charity lacks direction, strategy, and forward planning – overall green (4);
 3. Conflicts of interest – overall risk score of green (1); and
 4. Loss of staff – overall risk score of green (3).
8. The score of risk one is still classified as a green risk, but the score has increased from 1 to 4. However, it has been recognised that the charity lacks purpose, has only minor funds associated with it and the charity is currently in the process of being wound up, which will mitigate this risk.

Conclusion

9. The various risks faced by the two charities have been reviewed and Members are asked to confirm that the attached registers satisfactorily set out the key risks together with their potential impact and that appropriate measures are in place to mitigate the risks identified.

Appendices

- Appendix 1 – City of London Corporation Risk Matrix
- Appendix 2 – Charity Risk Register for The City of London School Bursary Fund incorporating The City of London School Scholarships and Prizes Fund
- Appendix 3 – Charity Risk Register for The City of London School Education Trust

Contacts:

Charles Griffiths

Bursar, The City of London School

T: 020 3680 6403

E: charles.griffiths@cityoflondonschool.org.uk

Steven Reynolds

Group Accountant, Chamberlain's Department

T: 020 7332 1382

E: steven.reynolds@cityoflondon.gov.uk

This page is intentionally left blank

City of London Corporation Risk Matrix (Black and white version)

Note: A risk score is calculated by assessing the risk in terms of likelihood and impact. By using the likelihood and impact criteria below (top left (A) and bottom right (B) respectively) it is possible to calculate a risk score. For example a risk assessed as Unlikely (2) and with an impact of Serious (2) can be plotted on the risk scoring grid, top right (C) to give an overall risk score of a green (4). Using the risk score definitions bottom right (D) below, a green risk is one that just requires actions to maintain that rating.

(A) Likelihood criteria

	Rare (1)	Unlikely (2)	Possible (3)	Likely (4)
Criteria	Less than 10%	10 – 40%	40 – 75%	More than 75%
Probability	Has happened rarely/never before	Unlikely to occur	Fairly likely to occur	More likely to occur than not
Time period	Unlikely to occur in a 10 year period	Likely to occur within a 10 year period	Likely to occur once within a one year period	Likely to occur once within three months
Numerical	Less than one chance in a hundred thousand (<10-5)	Less than one chance in ten thousand (<10-4)	Less than one chance in a thousand (<10-3)	Less than one chance in a hundred (<10-2)

(B) Impact criteria

Impact title	Definitions
Minor (1)	Service delivery/performance: Minor impact on service, typically up to one day. Financial: financial loss up to 5% of budget. Reputation: Isolated service user/stakeholder complaints contained within business unit/division. Legal/statutory: Litigation claim or find less than £5000. Safety/health: Minor incident including injury to one or more individuals. Objectives: Failure to achieve team plan objectives.
Serious (2)	Service delivery/performance: Service disruption 2 to 5 days. Financial: Financial loss up to 10% of budget. Reputation: Adverse local media coverage/multiple service user/stakeholder complaints. Legal/statutory: Litigation claimable fine between £5000 and £50,000. Safety/health: Significant injury or illness causing short-term disability to one or more persons. Objectives: Failure to achieve one or more service plan objectives.
Major (4)	Service delivery/performance: Service disruption > 1 - 4 weeks. Financial: Financial loss up to 20% of budget. Reputation: Adverse national media coverage 1 to 3 days. Legal/statutory: Litigation claimable fine between £50,000 and £500,000. Safety/health: Major injury or illness/disease causing long-term disability to one or more people Objectives: Failure to achieve a strategic plan objective.
Extreme (8)	Service delivery/performance: Service disruption > 4 weeks. Financial: Financial loss up to 35% of budget. Reputation: National publicity more than three days. Possible resignation leading member or chief officer. Legal/statutory: Multiple civil or criminal suits. Litigation claim or find in excess of £500,000. Safety/health: Fatality or life-threatening illness/disease (e.g. mesothelioma) to one or more persons. Objectives: Failure to achieve a major corporate objective.

(C) Risk scoring grid

Likelihood	Impact				
	X	Minor (1)	Serious (2)	Major (4)	Extreme (8)
	Likely (4)	4 Green	8 Amber	16 Red	32 Red
	Possible (3)	3 Green	6 Amber	12 Amber	24 Red
	Unlikely (2)	2 Green	4 Green	8 Amber	16 Red
	Rare (1)	1 Green	2 Green	4 Green	8 Amber

(D) Risk score definitions

RED	Urgent action required to reduce rating
AMBER	Action required to maintain or reduce rating
GREEN	Action required to maintain rating

This is an extract from the City of London Corporate Risk Management Strategy, published in May 2014.

Contact the Corporate Risk Advisor for further information. Ext 1297

October 2015

This page is intentionally left blank

The CoL School Bursary Fund Incorporating The CoL School Scholarships and Prizes Funds - Risk Register to be considered by the Board of Governors CLS

Risk No.	Risk (Short description)	Risk Owner	Committee	Existing Controls	Current Risk				Planned Actions	Target Risk		
					Likelihood	Impact	Rating	Direction		Likelihood	Impact	Rating
1	The income from investments in the Charities Pool may decline	Chamberlain	Board of Governors of the CLS	Funds are managed by professional fund manager. Monitoring of fund manager's performance by Chamberlain/ Financial Investment Board.	Possible	Major	Amber 12	↔	Continue with existing controls	Possible	Major	Amber 12
2	Grants/awards/loans may be given for purposes not complying with charity's objectives	Head of CLS	Board of Governors of the CLS	Trustees have their objectives before them when agreeing grants. Ensure awards are only given for stated purposes.	Rare	Minor	Green 1	↔	Continue with existing controls	Rare	Minor	Green 1
3	Applicants for financial assistance do not disclose full details of their circumstances	Head of CLS	Board of Governors of the CLS	Applicants are required to complete and sign application form and provide supporting evidence. Officers follow up obvious discrepancies when assessing the application. Ensure scrutiny is rigorous, Bursar conducts a face to face meeting with all applicants for support from the funds to judge need.	Possible	Minor	Green 3	↔	Continue with existing controls	Possible	Minor	Green 3
4	Insufficient beneficiaries complying with the objects of the Trust	Head of CLS	Board of Governors of the CLS	Advertising, actively looking for beneficiaries.	Unlikely	Serious	Green 4	↔	Continue with existing controls	Unlikely	Serious	Green 4
5 NEW RISK	Funding from the City may be reduced following change in its budget policy which could result in serious impact on the charity and lead to adverse user reaction and bad publicity.	Head of CLS	Board of Governors of the CLS	Appropriate representation to be made to the City Corporation if budget policy provides risk to charity. Identify new funders.	Unlikely	Major	Amber 8	↔	Try to agree phased approach to any City reduction in support to ensure replacement funds can be found from elsewhere.	Unlikely	Minor	Green 2
6	The Charity lacks direction, strategy and forward planning	Head of CLS	Board of Governors of the CLS	A strategic plan which sets out the key aims, objectives and policies, financial plans and budgets. Monitoring of financial and operational performance.	Rare	Major	Green 4	↔	A review of the charities is currently being undertaken and this is anticipated to result in improved direction and strategy	Rare	Serious	Green 2
7	Conflicts of interest	Head of CLS	Board of Governors of the CLS	Understanding of trust law. Protocol for disclosure of potential conflict of interest.	Rare	Minor	Green 1	↔	Continue with existing controls	Rare	Minor	Green 1
8	Loss of staff	Head of CLS	Board of Governors of the CLS	Documentation of systems, plans and projects. Training programmes.	Possible	Minor	Green 3	↔	Continue with existing controls	Possible	Minor	Green 3

This page is intentionally left blank

The City of London School Education Trust - Risk Register to be considered by the Board of Governors of the City of London School

Risk No.	Risk (Short description)	Risk Owner	Committee	Existing Controls	Current Risk				Planned Actions	Target Risk		
					Likelihood	Impact	Rating	Direction		Likelihood	Impact	Rating
1	Grants/awards/loans may be given for purposes not complying with charity's objectives	Head of CLS	Board of Governors of the CLS	The charity lacks purpose and has only minor funds associated with it. It is in the process of being wound up.	Likely	Minor	Green 4	↑	The charity is in the process of being wound up	Rare	Minor	Green 1
2	The Charity lacks direction, strategy and forward planning	Head of CLS	Board of Governors of the CLS	The charity lacks purpose and has only minor funds associated with it. It is in the process of being wound up.	Likely	Minor	Green 4	↔	The charity is in the process of being wound up	Rare	Minor	Green 1
3	Conflicts of interest	Head of CLS	Board of Governors of the CLS	Understanding of trust law. Protocol for disclosure of potential conflict of interest.	Rare	Minor	Green 1	↔	Continue existing controls	Rare	Minor	Green 1
4	Loss of staff	Head of CLS	Board of Governors of the CLS	Documentation of systems, plans and projects. Training programmes.	Possible	Minor	Green 3	↔	Continue existing controls	Possible	Minor	Green 3

This page is intentionally left blank

Committee(s): Board of Governors of the City of London School for Girls	Date(s): 9 March 2020
Board of Governors for the City of London School	11 March 2020
Subject: International Holocaust Remembrance Alliance (IHRA) Definition on Anti-Semitism	Public
Report of: The Town Clerk	For Information
Report author: Polly Dunn, Senior Committee and Member Services Officer	

Summary

This report outlines changes to the City of London Corporation's Teachers Code of Conduct (from the Teachers' Guide).

Recommendation(s)

Governors are asked to note the amendment to paragraph 44 of the Teachers' Code of Conduct.

Main Report

1. Both the Secretary of State for Communities and Local Government and the Leaders' Committee of London Councils had recommended that UK and London local authorities consider adopting the International Holocaust Remembrance Alliance (IHRA) Definition on Anti-Semitism. The Court of Common Council was asked to consider these recommendations in light of a reported increase in anti-Semitic incidents across the UK during the first half of 2019, and the adoption of the definition by at least 19 London boroughs.
2. At its meeting of 30 January 2020, the Establishment Committee considered and approved a resolution of the Policy & Resources Committee: that the IHRA definition of anti-Semitism, including the agreed working examples (Appendix 1) be adopted, with the inclusion of the IHRA definition and working examples within the Members' and Officers' Code of Conduct approved.
3. The City of London Corporation's Teachers' Guide contains a Teachers' Code of Conduct, which is separate to the Officers' Code of Conduct.
4. The proposed amendment to Paragraph 44 of the Teachers' Code of Conduct is indicated in underlined text below:

Equality and Inclusion

All members of the local community, customers and colleagues have a right to be treated with fairness and equity. All City Corporation employees and other workers must ensure that the City Corporation's policies relating to equality and

inclusion are complied with in addition to the requirements of the law. Such policies would include the: Equal Opportunity Policy, Lone Working Policy (incorporating the Preventing Violence Policy), Grievance Procedure, Recruitment and Selection Policy and Managing People Policy. The City Corporation has also adopted and expects compliance with the International Holocaust Remembrance Alliance definition of Antisemitism attached as Appendix 1.

5. This amendment was reported under urgent business for the City of London Freeman's Board meeting held on 5 February 2020 and was approved.

Conclusion

6. By agreeing to this amendment, the expectations of the teachers employed at the City's independent schools, will be brought in line with that of the non-teaching staff, who are subject to the Officer's Code of Conduct.

Appendices

- Appendix 1 – IHRA Definition of Anti-Semitism

Background Papers

International Holocaust Remembrance Alliance (IHRA) Definition on Anti-Semitism – Report of the Policy and Resources Committee 17 October 2019 (Reported to the Court of Common Council on 5 December 2019)

Polly Dunn

Senior Committee and Member Services Officer

E: polly.dunn@cityoflondon.gov.uk

Appendix 1

IHRA Definition of Anti-Semitism

“Antisemitism is a certain perception of Jews, which may be expressed as hatred toward Jews. Rhetorical and physical manifestations of antisemitism are directed toward Jewish or non-Jewish individuals and/or their property, toward Jewish community institutions and religious facilities.”

IHRA Working Examples

Manifestations might include the targeting of the state of Israel, conceived as a Jewish collectivity. However, criticism of Israel similar to that levelled against any other country cannot be regarded as antisemitic. Antisemitism frequently charges Jews with conspiring to harm humanity, and it is often used to blame Jews for “why things go wrong.” It is expressed in speech, writing, visual forms and action, and employs sinister stereotypes and negative character traits.

Contemporary examples of antisemitism in public life, the media, schools, the workplace, and in the religious sphere could, taking into account the overall context, include, but are not limited to:

- Calling for, aiding, or justifying the killing or harming of Jews in the name of a radical ideology or an extremist view of religion.
- Making mendacious, dehumanizing, demonizing, or stereotypical allegations about Jews as such or the power of Jews as collective — such as, especially but not exclusively, the myth about a world Jewish conspiracy or of Jews controlling the media, economy, government or other societal institutions.
- Accusing Jews as a people of being responsible for real or imagined wrongdoing committed by a single Jewish person or group, or even for acts committed by non-Jews.
- Denying the fact, scope, mechanisms (e.g. gas chambers) or intentionality of the genocide of the Jewish people at the hands of National Socialist Germany and its supporters and accomplices during World War II (the Holocaust).
- Accusing the Jews as a people, or Israel as a state, of inventing or exaggerating the Holocaust.
- Accusing Jewish citizens of being more loyal to Israel, or to the alleged priorities of Jews worldwide, than to the interests of their own nations.
- Denying the Jewish people their right to self-determination, e.g., by claiming that the existence of a State of Israel is a racist endeavour.
- Applying double standards by requiring of it a behaviour not expected or demanded of any other democratic nation.

- Using the symbols and images associated with classic antisemitism (e.g., claims of Jews killing Jesus or blood libel) to characterize Israel or Israelis.
- Drawing comparisons of contemporary Israeli policy to that of the Nazis.
- Holding Jews collectively responsible for actions of the state of Israel.

Antisemitic acts are criminal when they are so defined by law (for example, denial of the Holocaust or distribution of antisemitic materials in some countries).

Criminal acts are antisemitic when the targets of attacks, whether they are people or property – such as buildings, schools, places of worship and cemeteries – are selected because they are, or are perceived to be, Jewish or linked to Jews.

Antisemitic discrimination is the denial to Jews of opportunities or services available to others and is illegal in many countries.

Committee(s): Board of Governors, City of London School	Date(s): 11 March 2020
Subject: Head's Report	Public
Report of: Alan Bird, Head, City of London School	For Information
Report author: Alan Bird, Head, City of London School	

Summary

This paper provides the Board with an update on key developments in the School since the last meeting of the Board in December 2019.

Recommendation(s)

- Governors are asked to note the report.

Main Report

Academic Update

1. Boys continue to excel in a range of academic competitions. Since the last meeting of the Board, these successes have ranged from a team of Year 8 pupils who have progressed to the National Finals of the 'Big Bang Competition' (a competition for young scientists and engineers), for their project on Noise Pollution Detection and Classification using AI on Raspberry Pi, to a Senior 6th pupil who scored the highest mark nationally in the CISI Securities and Investment Certificate.
2. **Sixth Form:** Offers continue to flow in from high-tariff universities, though we await much news from Durham, Edinburgh and St Andrew's. 25 pupils received offers from the universities of Oxford and Cambridge, including eight leavers.
3. The timetable for 2020-21 is in the process of being drawn up. English Language is not being run as an A-level option for the Junior 6th. Biology, French, German, Mathematics, Russian and Spanish are moving back to A-level courses with effect from September 2020, in advance of the withdrawal of the Pre-U qualification. Remaining Pre-U subjects will return to A-level courses from September 2021.
4. We are hosting five PGCE students from King's College, London, for their second placements. These are in the Biology, Chemistry, English, Language and R&P departments.
5. The curriculum review is ongoing, with proposals presented to the Board in June 2020, with scheduled implementation of most changes from September 2021.

There will, however, be a change to the (current) non-examined RE course for the 4th and 5th Form in September 2020. This will be replaced with a more holistic course, geared at developing pupils' critical literacy and reasoning. It will include matters of a philosophical and spiritual nature.

6. There have been significant changes to the technology that we use around the School since September 2019. We have adopted a 1-to-1 system for staff devices, making it easier for teachers to work in different classrooms, and allowing them to work from home without the danger of school data being accessed on external machines. Pupils are exposed to the Microsoft Office work environment – 'Teams' – which will help them to develop as competent users of current technologies, and better prepare them for the world of work both at university and in professional employment.

Co-Curricular Update

7. The following summarises some co-curricular highlights that have been enjoyed by the School community since the last meeting of the Board.
 - **Holocaust Memorial:** The marking of Holocaust Memorial Day is now a well-established feature of the school year. Alongside the annual Holocaust Memorial Ceremony, we welcomed the Holocaust Survivor Gerald Granston, who spoke movingly about his experiences. A representative from the Holocaust Education Trust delivered sessions to the 2nd Form and all boys in the 3rd, 4th and J6th Forms attended a live webcast with Susan Pollack MBE. Representatives from CLS also attended the UK Commemorative Ceremony as ambassadors for the Ishami foundation. Numerous articles, written by the boys and published in The Citizen, bore testimony to the impact of these events.
 - **Sport:** This is proving to be another exceptional year for sport. The 1st XI Football team have won 18 of the 22 matches they have played so far this season. Equally successful are the U19 Basketball Team, who have won 11 of their 13 contests and, at the time of writing, are in the last 16 of the National Finals. The Junior Cross-Country team have secured a place in the National Schools' Finals having achieved second place in the London Schools' Championship. Great efforts are made to provide boys with opportunities to represent CLS – so far in 2019/20 64 teams have played in 467 competitive fixtures.
 - **Music & Drama:** This term there has been a number of informal music recitals, giving younger boys the opportunity to develop their performance confidence, by playing in front of their peers and parents. The music at the Lower School Concert was superb, with an unprecedented range of ensembles performing. CLS was proud to host the annual City Schools' Concert and our Chapel Royal Choristers spent two days at St James' Palace recording the music of Pelham Humfrey. 80+ boys have taken LAMDA exams and the main drama production this term is 'Pastiche', a student-led venture.
 - **CCF:** The CCF has organised a number of successful trips. The RAF Section managed to enable over twenty boys to experience solo flying and a boy in the S6th Form has been selected to represent the Royal Air Force Air Cadets on the International Air Cadet Exchange in the summer.

- **House Competitions:** The House Championship continues to flourish with a wide range of events on offer to allow for maximum participation. This term alone there have been competitions in Maths, Debating, Modern Languages Spelling Bee, Rowing, Table-Tennis, Swimming, Water Polo, Quiz and Science.
- **Schools' Challenge:** Our Schools' Challenge Quiz Team have again reached the regional finals.
- **Scriveners' Handwriting Competition:** Boys in the OG to 3rd Forms excelled in this competition, with CLS achieving 2 first place awards.
- **Politics Society:** The Politics Society hosted former Prime Minister, David Cameron. An invitation was extended to all the City Family of Schools, many of whom attended.
- **Trips:** The trips schedule remains a busy one and over the February half-term the History Department were in Berlin and the Modern Languages Department were in Granada and Hamburg.

Pastoral Developments

8. The following developments in the pastoral sphere have occurred since the last meeting of the Board in December 2019.
 - Shaun Dellenty (Author of 'Celebrating Difference') gave a talk to the 3rd and 4th Forms for LGBT History Month.
 - The Afro-Caribbean Society goes from strength to strength, and discussions have included the widening of the curriculum, diversity within the staff body, and suggestions for how best to tackle unconscious bias.
 - We are hosting the meeting of the CoL DSL Forum.
 - The Ishami Foundation Ambassadors (two pupils, with two members of staff) attended the Holocaust Memorial event in London, attended by the Prime Minister and the Duke and Duchess of Cambridge.

Appendices

- None

Alan Bird

Head, City of London School

T: 020 3680 6400

E: head@cityoflondonschool.org.uk

This page is intentionally left blank

Committee(s): Board of Governors, City of London School	Date(s): 11/03/2020
Subject: CLS Charitable Giving	Public
Report of: Alan Bird, Head, City of London School	For Information
Report author: Alan Bird, Head, City of London School	

Summary

This paper provides information on the impact of pupils' charitable fund-raising over the last three years.

Recommendation(s)

- Governors are asked to note the report.

Main Report

1. Governors will be aware that the pupils' charity appeal has been a major feature of life at City of London School for very many years. Indeed, the pupil who chairs the Charity Committee each year is the only pupil to have his name recorded on an 'honours board' in the main atrium outside Great Hall.
2. The charity appeal is consistent with the School's Strategic Vision 2019-24, and the desire to develop pupils who are "aware", in particular.
3. The charity to be supported in a given year is voted on by pupils, further to the presentation of four short-listed charities (covering four categories of work) to the pupil body in an assembly. The short-list is chosen by the Charity Committee, with due diligence undertaken on the short-listed charities by the Development Office in advance of this presentation.
4. The outcome of the School's charity appeal is reported in the School's annual Partnership Report.
5. Charities are asked to return to the School about two years after "their" appeal, to report to the pupils on how the funds have been used. Going forward, and further to the Board's request in December 2019, an impact report will also be provided by charities for the Board at the end of the year of their appeal.
6. As an interim measure, the Charity Co-ordinator, has compiled a summary report on the impact of the School's charitable fundraising in each of the last three years. This is attached as **Appendix One**. A bespoke report for the School from Tiny Tickers, the 2018-19 charity, is attached as **Appendix Two**.

Appendices

- Appendix 1: Charity Report, 2017-19
- Appendix 2: Report from Tiny Tickers

Alan Bird

Head, City of London School

T: 020 3680 6400

E: head@cityoflondonschool.org.uk

Charity Impact Report

Introduction

Each year pupils choose a charity partner to support for the duration of the academic year. Activities include fundraising events and an awareness campaign, which takes the form of several assemblies and talks across the year, and the publicising of the charity at various public events (e.g. Sponsored walk and sponsored row).

Over the years, activities have included, the £10 Challenge (where students in the Second Form are given a £10 and encouraged to return greater amounts upon return from the Easter holiday), a sponsored sleep-out, Krispy Kreme doughnut sales, cake sales, battle of the bands competitions, charity open mic events, mufti days, the Spring Soirees and Quiz and Curry nights (in conjunction with the Friends of CLS) and a number of individual efforts from students and staff (e.g. a sky-dive, a marathon attempt and a sponsored skateboard challenge).

The money we raise is always unrestricted for the charity to use where the need is greatest and we work closely with the charities we support throughout the year, always seeking opportunities to forge further links with the institution, and develop on-going meaningful relationships with them.

Since 2009, students have raised the following amount for the charities listed below:

Year	Charity	Amount Raised
2009-2010	Malaika Kids UK	£46,700
2010-2011	Teenage Cancer Trust	£52,273
2011-2012	Great Ormond St. Hospital	£64,000
2012-2013	Wateraid	£109,255
2013-2014	Kids for Kids	£86,586
2014-2015	Children in Crisis	£45,477
2015-2016	Farm Africa	£63,812.00
2016-2017	Centrepont	£74,675.73
2017-2018	Amref – Health Africa	£84,062
2018-2019	Tiny Tickers	£69,000
2019-2020	Switchback	TBC

Impact Reports

I am pleased to be able to share the impact of our pupil fundraising with the Governors, from three of our most recent charities (full impact reports from all three charities are available on request from tlr@cityoflondonschool.org.uk).

Centrepont – 2016-2017



In 2016-2017, City of London School supported Centrepont, a London-based homelessness charity. They work with homeless young people and young people at risk of homelessness, offering them a safe place to stay and support to find a job and a home. They accommodate young people in a range of owned properties, properties leased from private sector landlords and properties owned by other registered providers. Alongside housing, Centrepont offers a wide variety of support and training opportunities to help young people leave homelessness behind them for good.

The main event in this particular fundraising season, was a sponsored sleep-out, something which Centrepont coordinated in a number of places around the country. The event raised in excess of £10,000 and was a huge success.



The money contributed by CLS has resulted in Centrepont being above average for clients moving to a known destination (91.5% against an average of 84% and median of 84.3%) and the number of bed spaces they are able to offer has increased from 858 to 909. They were also able to expand their programme, helping young people secure a home in Barnsley and new areas of London, and held their first National Youth Homelessness Conference in Manchester. They have also started the transition to

cloud-based computing, including an overhaul of their data storage systems, in order that they are in line with the appropriate legislation. Their data shows that 86% of young people were able to move on positively when leaving Centrepont's supported accommodation in 2017-2018.



Amref – Health Africa – 2017-2018



In 2017-2018, City of London School selected Amref UK as their charity partner for the year. Through busking, baking, mufti days, Cit-Ed talks, a performance of Mozart's 'The Magic Flute', and a 48 hour row-a-thon, staff and students raised £84,062 – making it the school's most successful charity partnership yet.

The significant donation supported Amref Health Africa's work to create lasting health change in sub-Saharan Africa, particularly our projects with women and girls to ensure the most remote and marginalised communities have access to affordable healthcare.

With the City of London School's support, in 2017-18 Amref Health Africa UK:

- directly supported 270,455 people
- with 14 programmes across 17 countries
- including training of 11,361 health workers, nurses, midwives, and community volunteers

Cit-ED2

TALKS BY CLS TEACHERS
The CLS Charity Committee would like to welcome you to Cit-Ed. In aid of Amref Health Africa, we would like to invite you to a series of TED-style talks, delivered by City's own teaching staff.

24	Willa Thomas, Computer Science: The 21st Century Issues We Must Solve to Save the Planet	Tuesday 07:50
25	Alan Reid, The Lead: The Mine, The Supreme Court and Hidden Power in American Politics	Wednesday 17:00
1	Adam Jackson, Politics: The History of Agorocracy	Tuesday 07:50
2	Isobell Murphy, History & Politics: Tudor Behaviours (Mary Queen of Scots)	Wednesday 07:50
8	Adam Phoenix, Biology: Synthetic Biology	Tuesday 07:50
9	Tom Williams, Biology: The Science of Sleep	Wednesday 07:50
14	Isobell Murphy, History & Politics: Consumerism	Monday 07:50
15	Tom Williams, Religion: Holy Smokes, Batman! The Theology of Superheroes	Tuesday 07:50



Below is an excerpt from Amref's individual impact report for us:

THANK YOU

On behalf of each one of the women, men, boys and girls who were reached through these projects, thank you.

We loved watching and supporting the City of London School to raise their record-breaking total for Amref in 2017-18. Every dress-down day, bake sale, collection, sponsored walk, 24-hour row-a-thon, performance of The Magic Flute, personal challenge and pound donated made an impact on Amref Health Africa.

The money raised has helped us to reach young people in remote regions of sub-Saharan Africa who might otherwise not be able to access healthcare. It has helped us to talk to students and pupils about their rights, teaching sexual health education so that boys and girls understand their bodies and can take control of their futures. It has supported our work to improve maternal care, so that midwives can learn new skills and help more mothers have happy, healthy pregnancies and babies.

The impact of this is felt not only in the short-term, in the immediate health and wellbeing of these young people, but in the long term. By taking control over their health, communities across sub-Saharan Africa are able to make the most of their education, plan their future and their career, and decide when and if to have a family on a timeline that suits them.

THANK YOU TO THE CITY OF LONDON SCHOOL FOR YOUR INCREDIBLE FUNDRAISING!

Tiny Tickers exists to improve the early detection and care of babies with congenital heart disease (CHD), giving them a better start in life.

Heart problems are the most common congenital birth defect – affecting around one in every 125 babies.

Every year in the UK more than 3,000 babies are born with a defect so serious it requires open heart surgery or other complex procedures during their first year of life. Early detection means babies get



the treatment they need from the first opportunity. This can save lives, improve post-surgery survival rates and lead to a better long-term quality of life. We help babies with CHD by educating and supporting the health professionals who look after them; providing information and advice to newly diagnosed families; being a voice for patient families as we work with the NHS to improve services; and funding equipment that aids detection of CHD.

The money provided by CLS has helped contribute to the following projects:

- Two major regional sonography training schemes, offering free training to all sonographers throughout the Southwest of England (including passing the milestone of training their 1000's sonographer in their 100th hospital)
- Having placed 35 machines up to May 2018, during this financial year Tiny Tickers placed a further 51 - meaning a total of 86 machines in use across the UK by the end of April 2019. We estimate up to 125,000 newborns will have a pulse oximetry test with these machines each year.
- They have influenced positive change through these positions - including on waiting times for specialist appointments; ensuring specialist nursing support at the time of diagnosis; and the launch of a patient feedback survey for CHD services.
- We worked with the NHS's Fetal Anomaly Screening Programme on a re-draft of their leaflet given to women whose baby has a suspected cardiac anomaly, providing a patient voice perspective to the content of this important resource.
- Their two awareness campaigns continue. 'Think 20' tells parents-to-be what to expect at their 20 week scan; while 'Think HEART' teaches new parents and health professionals the potential signs of undiagnosed CHD - which could be life-saving information.

"We could not have asked for a better experience. Our sonographer had done your training so understood the impact of diagnosis of CHD and the worries of parents. Thank you Tiny Tickers, you're making a huge difference."

Jennie, parent of a CHD patient



This page is intentionally left blank

TINY TICKERS

How the monies raised from City of London School have helped us to support more tiny hearts...



Tiny Tickers is a small national charity that works to improve the detection, care and treatment of babies with congenital heart defects. We want every baby with a serious heart condition to have the best chance of survival and quality of life. Founded in 1999 by world-renowned fetal cardiologist Dr Helena Gardiner, she realised many of the babies she was caring for could have been helped earlier.

One in every 125 babies is born with a heart problem and over 1,000 newborns leave hospitals in the UK every year with no one realising they have a potentially life-threatening heart condition. Babies with undetected heart defects will often fall into the early stages of heart failure. Some will die before anyone realises they have a poorly heart, or before having the surgery that would save them. We want to increase early detection rates of cardiac conditions thus improving chances of survival and long-term quality of life.

OUR AREAS OF WORK

We'll help every baby with congenital heart disease in the UK have equal access to the highest quality detection, diagnosis, treatment and care.



- 1** We will **train and support** sonographers and other health professionals working to help patients with CHD.

- 2** We will **fund equipment and support new technologies** to improve detection, diagnosis and treatment.



- 3** We will **influence service standards** and be a **voice for patients and families**.

- 4** We will provide families with **information, advice and access to support**.



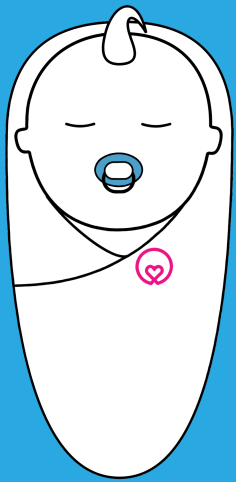
THANK YOU FOR
VOTING FOR TINY
TICKERS AS YOUR
CHOSEN CHARITY IN
2018-2019



AN INCREDIBLE
£69,323.14 WAS
RAISED!



tiny tickers
a better start for tiny hearts



1 in 125

babies have a serious heart condition

...but **fewer than half** are spotted during pregnancy

We're here to make that better...
to help sonographers spot heart defects.

Your support could help us train around **1300 sonographers** in hospitals across the UK



Think 20.
THINK HEART.

Our Think Heart campaign highlights the signs that newborn babies may have a serious heart condition that hasn't been spotted.

Your support could help us send approximately **13,864 Think HEART packs** to expectant parents!

www.tinytickers.org

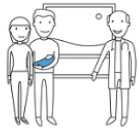
What your donation could do



£5 sends an expectant parent all the information they need to protect their baby's heart, including what to expect from their 20 week scan and the signs of heart failure in a newborn baby.



£10 provides one family with materials and advice about facing a diagnosis of CHD and what to expect when their baby has open heart surgery.



£25 sends one GP surgery a pack of materials with information about the signs of heart failure in babies and the importance of the 20-week scan for detecting heart conditions.



£50 trains one sonographer to be better able to detect heart conditions during pregnancy scan, giving that baby's heart the best chance of beating their condition.



£725 provides a Pulse Oximetry testing kit for use in a maternity unit to help detect heart conditions in newborn babies before they leave.

'Doctors told us that Edie may be blue and unresponsive at birth and for this reason we would have a bed in NICU on standby. Six days later we were home with a healthy baby who had a repaired heart.

We will be forever grateful to the sonographer who spotted something wasn't quite right. Thanks to her, we had time to prepare for the 'what ifs'. For that, we can't thank her enough.'

- Jodie, Edie's mum



Thank you!

For helping us give babies with heart conditions a better start!

Thanks to your support we are able to help so many more babies, heart families and the health professionals that support them. Little ones like Billy, pictured here, enjoying his cake

The amount raised by staff & pupils could help us fund 95 pulse oximetry machines in UK maternity units

As you can see with your help our work delivers real life-saving results to heart babies, their families, and the health professionals that look after them. We've continued to ensure the voice of parents is heard, and their views valued, by those who set standards in CHD services. And we continue to be a source of comfort and support to all those heart families facing a new diagnosis or an uncertain future. We are a small charity, but we deliver a huge impact through what we do - and we couldn't do what we do without you.



'We couldn't have asked for a better experience, because the sonographer had Tiny Tickers training so understood the impact of early diagnosis of heart defects and the worries of parents. Thank you Tiny Tickers, you are making a huge difference.'

- Jennie, heart parent



By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 2 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3, 5 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 1, 2, 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

Document is Restricted

This page is intentionally left blank