

# Certification Inspection Report

## BRITISH COLUMBIA PROGRAM

at

NANJING FOREIGN LANGUAGE SCHOOL- BRITISH COLUMBIA ACADEMY

NANJING, JIANGSU PROVINCE

PEOPLE'S REPUBLIC OF CHINA

NOVEMBER 2-3, 2020

## INTRODUCTION

On November 2-3, 2020, an online certification inspection was completed on Nanjing Foreign Language School – British Columbia Academy (NFLS-BCA) in Nanjing, Jiangsu Province, People's Republic of China, referred to as the School in this report. The purpose of this inspection was to determine whether the requirements for the British Columbia (BC) education program have been met, according to the *BC Global Education Program – Offshore Schools Certification Agreement*. The inspection team (the Team), appointed by the Executive Director of Independent Schools and International Education, British Columbia Ministry of Education (MoE) in accordance with the *BC Global Education Program – Offshore Schools Certification Agreement* (the Agreement), consisted of Collette Ellis-Toddington and Johnny Bevacqua (Chair).

The School's BC program, known as the BC Academy, has an enrolment of 302 students, in grades 10, 11 and 12. The BC Academy is housed within the larger Nanjing Foreign Language School (NFLS), a Chinese public school, which also operates other international programs. The entire school which houses the BC program enrolls approximately 3,000 students. Most students commute daily to school, however there is a dormitory on the main campus where a small number of students from NFLS-BCA stay.

During their visit to the School, the Team reviewed all standards required in the *BC Global Education Program – Offshore Schools Certification Agreement* and *Operating Manual* and met with NFLS Deputy Principal who oversees the international programs, the Director of the International Exchange Department, the Coordinator of the BC Program Office, Offshore School Representative (OSR), BC Principal, vice-principal, BC teachers and a student representative.

The Owner/Operator, Nanjing Foreign Language School, is responsible for the BC program. It also operates an International Baccalaureate (IB) program as well as an A-Levels program. NFLS enrolls students from grades 7 to 12 on two campuses.



The BC program’s philosophy, objectives and special features include: The School’s stated vision and mission is “academic excellence within the realm of global citizenship” while striving to “enable students to become well-rounded global citizens and at the same time, to enhance their academic, social and English language skills”.

The Team would like to thank Nanjing Foreign Language School – BC Academy for its cooperation and preparedness for the virtual inspection.

<b>The School has satisfactorily addressed requirements contained in the previous inspection report.</b>			
<input type="checkbox"/> Requirement Met	<input type="checkbox"/> Requirement Partially Met	<input type="checkbox"/> Requirement Not Met	<input checked="" type="checkbox"/> Not Applicable
<p>Comment:</p> <p>There were no specific requirements that had to be addressed from the previous year’s inspection. The Team noted evidence of efforts made by the School to respond to the suggestions made during the previous onsite visit.</p>			

## BUSINESS PLAN 1.0

<b>The Owner/Operator has submitted a business plan to the BC Ministry of Education, confirming the sustainability of the program.</b>		
<input checked="" type="checkbox"/> Requirement Met	<input type="checkbox"/> Requirement Partially Met	<input type="checkbox"/> Requirement Not Met
<p>Comment:</p> <p>The Owner/Operator, Nanjing Foreign Language School, has filed a business plan with the BC Ministry of Education that contains the required elements.</p> <p>NFLS continues to have a positive reputation in Nanjing and the surrounding area and is often considered to be a school of choice for many students and families. As a result, NFLS continues to receive more student applications than they can accommodate, creating a waiting list for the school’s international programs.</p> <p>The BC Academy has been consistently meeting its annual enrolment targets. While not having to actively recruit students, the School continues to assess the needs of prospective students and families, increasing and adapting course offerings and producing marketing materials that celebrates and highlights its many positive attributes successes.</p>		



**Commendation:**

The School is commended for adopting a culture of continuous improvement which continues to provide sustainability and vibrancy to the BC program.

**INSPECTION CATALOGUE 2.0****2.02 The Owner/Operator meets all requirements as set forth in the BC Global Education Program Offshore Schools Certification Agreement (the Agreement).**

Requirement  
Met

Requirement  
Partially Met

Requirement  
Not Met

**Comment:**

The Owner/Operator, Nanjing Foreign Language School, meets the requirement for certification as identified in the Agreement.

The School has received authorization from the Province of British Columbia to operate the BC Academy as a certified British Columbia program. The School has continued to meet the requirements under the BC Global Education Program Offshore Schools Certification Agreement.

**2.03 The Owner/Operator has written approval from the appropriate government entity to operate the offshore school, as outlined in section 5.03 of the Agreement.**

Requirement  
Met

Requirement  
Partially Met

Requirement  
Not Met

**Comment:**

The Team reviewed a certificate of approval for Nanjing Foreign Language School to operate the BC program from the Jiangsu Provincial Department of Education Bureau, originally signed in 2002.

**2.04-2.05 The School meets local building, safety and cafeteria codes and regulations. The facilities are deemed to be suitable to support the BC program.**

Requirement  
Met

Requirement  
Partially Met

Requirement  
Not Met

**Comment:**

The School is housed within the larger NFLS school and has its designated classrooms and offices while certain facilities (gymnasiums, science and computer labs) are shared with the host NFLS. The Team suggests that School continue to work with the host school to gain access to facilities to optimize delivery of the BC curriculum



The Team was able to review documentation filed by the school to confirm that it meets local building, safety, and cafeteria codes and regulations and has appropriate safety and evacuation plans in place. The Team reviewed documents regarding safety, earthquake and fire drills. The Team reviewed translated documents that indicated the school is in compliance with the local codes and regulations required to support the BC program.

The School has emergency plans in the event of necessary temporary closure and involves coordination with the host school and the local education bureau. In the event of a permanent closure as a result of an unforeseen event, NFLS-BCA and its Offshore School Representative have alternate plans for supporting the students in the program.

During the COVID-19 lockdown, the School was able to quickly transition to a temporary distance learning delivery model, using various modes of technology. At the time of inspection, the School has essentially returned to normal operation, with staff and students undergoing daily health checks.

The Team confirmed that the School has a continuity of learning plan and policy in place should the local authority issue another COVID-19 related lockdown.

**Commendation:**

The School is commended for its quick COVID-19 response, ensuring continuing of learning for students within days of the government lockdown.

**2.06 Offshore School Representative (OSR) - The Owner/Operator must appoint an individual to act as offshore school representative. This individual must be confirmed by the province and must meet all of the requirements set out in section 14 of the Agreement.**

Requirement Met

Requirement Partially Met

Requirement Not Met

**Comment:**

The Team reviewed the 2012 OSR agreement between the Ministry of Education and the Owner/Operator. Based on this agreement the Team confirmed that all the requirements related to the OSR in the Agreement are in compliance.

During the virtual inspection, evidence was noted of the OSR's involvement in the school as outlined in the 2020/2021 Operating Manual for Offshore Schools. This includes the recruitment, hiring and supervision of the principal and teachers.



**2.07 The Principal meets the requirements as outlined in section 2.07 of the inspection catalogue for offshore schools.**

Requirement Met

Requirement Partially Met

Requirement Not Met

**Comment:**

The Principal in his is second year serving in this role. He came into the role with varied experience teaching abroad. He has been at NFLS-BCA for over 10 years where he has held roles as a teacher and vice principal (Program Director).

A letter is on file from the Ministry of Education confirming the Principal is approved to assume the role at NFLS-BCA.

**2.08 The School meets the administrative support requirements as outlined in section 2.08 of the inspection catalogue for offshore schools.**

Requirement Met

Requirement Partially Met

Requirement Not Met

**Comment:**

The School meets the requirements in section 2.08 of the inspection catalogue. The BC program office has a coordinator who supervises a team of four clerical personnel who cover a variety of duties, including: student files and reporting; university applications; library supervision; teacher visas and local authority approvals. This team also helps with providing translation services as needed.

The Principal is provided with adequate administrative time to fulfill his duties and is supported by a Program Coordinator (Vice-Principal). In addition, the Deputy Principal and the Director of the International Exchange Department for NFLS act as the liaisons to the host school and meet regularly with the BC Academy Principal, optimizing operational success for the School.

**2.09 The School meets the Student Record requirements as outlined in section 2.09 of the Inspection Catalogue for offshore schools.**

Requirement Met

Requirement Partially Met

Requirement Not Met

**Comment:**

The School is using the Maplewood student information system and it was reported that the Permanent Student Record (1704) is stored appropriately with hard copies being placed in the student files.



Despite the limitations of a virtual inspection, the Team was able to verify that student records were well-organized and up to date.

**2.10-2.18 The School meets the teacher certification requirements as outlined in sections 2.10-2.18 of the inspection catalogue for offshore schools.**

Requirement Met                       Requirement Partially Met                       Requirement Not Met

**Comment:**

Teacher files were reviewed and included all required elements including a copy of the principal and teacher contracts, work visa, performance reviews and appropriate emergency contact information.

The Team confirms that all authorized persons under the Agreement possess valid and current certification under the Ministry of Education with the exception of four teachers on an approved letter of exemption (valid until January 31, 2021) pending Teacher Certification Branch (TCB) certification approval. The Team confirmed with the Principal that all documents have been submitted to the TCB. The School has appropriately managed the situation.

All locally certified teachers have valid certification. Staff files are appropriately maintained and contained required documents.

The Team verified that valid criminal record checks are in place for all non-teaching/non-certified staff in the BC program as per the local regulations.

As similarly noted in the previous inspection report, the School continues to have an extremely high retention rate of teachers, only losing two teachers from the previous year.

**Commendation:**

The School is commended for continuing to have an extremely high retention rate of teachers allowing for stability and growth of the BC program.

**2.19 The School meets the requirements for curriculum implementation outlined in section 2.19 of the inspection catalogue for offshore schools.**

Requirement Met                       Requirement Partially Met                       Requirement Not Met

**Comment:**

Evidence that the school has fully implemented the redesigned curriculum for grades 10, 11 and 12 appeared through review of course outlines, unit plans, lesson plans and conversations with the teachers. The course outlines and unit plans follow a consistent



format that includes how the Core Competencies, Curricular Competencies and how First Peoples Principles of Learning will be integrated into each subject. Beyond the planning documents, each department has a breakdown of how they plan to address the BC curriculum to meet student needs, how they will incorporate First Peoples Learning Perspectives and opportunities for varied assessments. All teachers have the students self-assess their proficiency in and understanding of the core competencies a number of times throughout that course. The students are asked to use their data to demonstrate their growth for their graduation Capstone. A number of staff are moving to rubrics that place emphasis on what the student needs to do to achieve the next level as opposed to focus what was missed on an assignment.

**Commendation:**

The School is to be commended for implementing consistent planning for comprehensive application of the concepts of the BC program in each department.

**2.20 The School meets the requirements for English language assessment and acquisition as outlined in section 2.20 of the inspection catalogue for offshore schools.**

Requirement Met

Requirement Partially Met

Requirement Not Met

**Comment:**

The recruitment of students come from a pool of students who received a score high enough to enter a level 4 (of 5) on the Government High School Entrance exam. The students then write a standardized assessment (in English) to test overall abilities in all subjects. Applicants to any of the NFLS programs write an additional English entrance exam testing proficiency in English. Approximately 100 students are accepted in grade 10 each year.

The School offers a number of initiatives that are designed to improved language acquisition for all students. A school wide write occurs during the first term along with group marking sessions in order to standardize writing assessment according to BC rubrics. A competitive English-only program called Speak Up is designed to encourage speaking English at all times. The School offers a significant number of extracurricular activities, so students are able to experience spoken English in a variety of authentic situations beyond the classroom.

**Commendation:**

The School is to be commended for the wide variety of opportunities presented to the students to experience English in both a formal and informal manner.



**2.21(a-e) The School meets the course credit requirements (equivalency, challenge, exemptions and BAA courses) as outlined in section 2.21 (a-e) of the inspection catalogue for offshore schools.**

Requirement  
Met

Requirement  
Partially Met

Requirement  
Not Met

Comment:

The School meets the course credit requirements and maintains records in compliance with the International Student Graduation Credit Policy. The School does not offer any BAA courses at this time. Physical Health Education 10 is taught by a BC-certified teacher. Mandarin 10, 11 and 12 are taught by locally certified teachers. Letters granting exemption for local teachers to teach these subjects are on file.

**2.21(f-g) The School meets the course overview/course planning requirements as outlined in Schedule B Part I, 2. (e) of the Agreement; namely, that all BC program courses offered in the School meet or exceed the ministry learning outcomes/learning standards identified in the educational program guides for each course.**

Requirement  
Met

Requirement  
Partially Met

Requirement  
Not Met

Comment:

The Team confirms that planning documents meet the learning outcomes/standards identified in the BC Ministry of Education Educational Program Guides. Each course has an overview and unit plans that include content, teaching strategies, assessment and evaluation methods that are linked to the BC learning standards. Practices such as active learning, group work, inquiry-based projects, peer and self-evaluation were identified in the planning documents.

Planning documents also show evidence of departments working together to ensure consistency in evaluation.

Commendation:

The School is to be commended for the work each of the departments have carried out to facilitate consistency in goal driven planning, assessment, and commitment to student self-reliance.





**2.22 The School meets the instructional time allotment requirements as outlined in section 4.5 of the inspection catalogue for offshore schools, including the requirements set out in sections 1.1 to 6, with the exception of s. 4(5)(b), 4 (6), 5 (8)(a) and (d) and s. 5.3 of Ministerial Order 41/91, the Educational Standards Order, enacted under the Independent School Act.**

Requirement Met

Requirement Partially Met

Requirement Not Met

Comment:

The Team confirms that the school exceeds the required instructional hours of 850 hours. There are 185 days in session with 7 hours per day for a total of 1,295 hours of instruction. The School operates on a combined semester/linear timetable with grades 10 and 11 on semester and grade 12 on a linear timetable.

**2.23 The School meets the assessment methods requirements as outlined in section 2.23 of the inspection catalogue for offshore schools.**

Requirement Met

Requirement Partially Met

Requirement Not Met

Comment:

The Team examined numerous documents from individual teachers as well as subject departments. Each department has their own goals relating to student achievement beyond the school goals. A breakdown of how the department uses assessments, how they implement First Peoples Learning Perspectives, samples of cross curricular activities and professional development are evident. An assessment handbook presents detailed information on expectations of assessments at the school. The collaborative planning that was evidenced through discussions with teachers allows for consistency.

The Team reviewed a significant number of student generated documents which evidenced the extensive use of student self- and peer-evaluations and reflections. The English department has colour codes for the three Core Competencies (Communication, Thinking and Personal/Social) the assessment criteria to reflect the Core Competency that is assessed in all of their rubrics.



**2.24 The School meets the learning resources requirements as outlined in section 2.24 of the inspection catalogue for offshore schools.**

Requirement Met

Requirement Partially Met

Requirement Not Met

**Comment:**

The school library has a small collection of books and magazines and is managed by a full-time librarian.

The library has several networked computers, and Wi-Fi that is available for student use. Personal devices are allowed in the library. The teacher handbook describes routines for booking and use of the library and the computer lab. The librarian is in charge of textbook distribution and resource acquisition at teacher requests.

A lab of 30 computers is available for teacher and student use. Each teacher has their own laptop. Each classroom has a Smart Board. The internet band width ranges from 100 to 250 Mbps.

The School has sufficient textbooks to deliver the BC curriculum. Books are ordered as required and teachers have the opportunity to order supplementary resources. The staff readily share their resources and the school uses OneDrive to further support the sharing. Moodle is used to assist students in accessing many resources.

The School coordinates with the parent school (NFLS) in planning for new technology acquisitions.

**2.25 The School meets the student progress report requirements as outlined in section 2.25 of the inspection catalogue for offshore schools.**

Requirement Met

Requirement Partially Met

Requirement Not Met

**Comment:**

The Team reviewed a sampling of report cards from the previous year. The School uses the Maplewood student information system. The Team noted that report cards have all facets required.

The content of a sampling of report card comments was reviewed. The effort rubric and a large bank of anecdotal comments have been translated into Mandarin. The Team noted the anecdotal comments should be more meaningful, more prescriptive, and more specific in terms of what a student is able to do and in what areas they need to improve.



**2.26 The School meets the parent/student handbook requirements as outlined in section 2.26 of the inspection catalogue for offshore schools.**

Requirement Met

Requirement Partially Met

Requirement Not Met

**Comment:**

The Team confirms that the parent/student handbook is current for the 2020/21 school year. The handbook and a supplemental assessment describe admissions, student assessment, as well as student and teacher conduct. The policies for appeals and dispute resolution are included. The handbook is translated into Mandarin and is available to parents through the Chinese administration. Teachers have access to a copy through a shared cloud-based account.

**2.27 The School meets the teacher handbook requirements as outlined in section 2.27 of the inspection catalogue for offshore schools.**

Requirement Met

Requirement Partially Met

Requirement Not Met

**Comment:**

The Team reviewed the School's updated 2020/2021 staff handbook. The document contains detailed information to enable teachers to be successful in their roles within the BC program and functioning in a Chinese society. It covers specific information in the areas of the School's mission and philosophy, the unique teaching environment of an offshore program in China, professional responsibilities, school organization, school routines and procedures. A staff complaint resolution process, and the Province of BC disclaimer are included in the document. Separate documents detail evaluation policies, sample documents of observations and a growth plan template. The School has a separate assessment policy.

**2.28 The School meets the distributed learning requirements as outlined in section 18 of the Agreement and section 2.28 of the inspection catalogue for offshore schools.**

Requirement Met

Requirement Partially Met

Requirement Not Met

Not Applicable

**Comment:**

The School does not offer any distributed learning courses.



## CONCLUSION

### Commendations

**The Inspection Team wishes to recognize the Owner/Operator, Principal, staff and Offshore School Representative of Nanjing Foreign Language School – British Columbia Academy for:**

- creating a culture of continuous improvement which provides relevance, sustainability and vibrancy to the BC program.
- its timely COVID-19 response, ensuring continuity of learning for students within days of the government-imposed lockdown.
- creating a vibrant school culture and ethos; replicating that of a British Columbia school through its curricular and extracurricular offerings and events.
- continuing to have a high retention rate of experienced teachers allowing for stability and growth of the BC program.
- the wide variety of opportunities presented to the students to experience English in both a formal and informal manner.
- the work each of the departments have carried out to facilitate consistency in goal driven planning, assessment, and commitment to student self-reliance.
- implementing consistent planning for comprehensive application of the concepts of the BC program in each department.

### SUMMATIVE RECOMMENDATION

**The Offshore Inspection Team recommends to the Executive Director of Independent Schools and International Education that the British Columbia education program offered at Nanjing Foreign Language School – British Columbia Academy continue to be recognized as a British Columbia-certified school.**

