

# Certification Inspection Report

BRITISH COLUMBIA PROGRAM

*at*

CANADIAN SCHOOL BAHRAIN

DIYAR AL MUHARRAQ

KINGDOM OF BAHRAIN

DECEMBER 9, 2020

## INTRODUCTION

On December 9, 2020, an online certification inspection was completed on the Canadian School Bahrain (CSB) in Diyar al Muharraq, Kingdom of Bahrain, 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 Hugh Gloster and Edward Noot, who served as Team Chair.

The School's BC program has an enrolment of 232 students, in grades 1 – 5. The School also includes a nursery program, a KG1 program and a KG2 program with a total of 154 students. The entire school, which houses the BC program, enrolls a total number of 386 students. The School also provides instruction in Arabic studies, which includes language, social studies and Islamic studies.

During the inspection, the Team reviewed all standards required in the *BC Global Education Program – Offshore Schools Certification Agreement* and *Operating Manual* and met with the School's Owner/Operator, Offshore School Representative (OSR), BC Principal and BC teachers.

The Owner/Operator, MEDAD Real Estate WLL, under the direction of Mr. Abdul Ghaffar Al Kooheji is responsible for the BC program at Canadian School – Bahrain, which is a stand-alone company owned by MEDAD Real Estate WLL and structured as a not-for-profit corporation. There are no other partnerships or educational connections with the school housing the BC program.



The BC program's philosophy, objectives and special features are identified in the mission statement:

*The Canadian School Bahrain is a school dedicated to developing students who are confident in their culture, empowering them to achieve academic excellence through nurturing moral values of integrity, responsibility, respect and courage.*

The Team would like to thank the Canadian School Bahrain for its cooperation and preparedness for the inspection visit.

<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>The previous report contained no requirements, however, several suggestions were included, and the Team reviewed the School's reaction to these suggestions.</p> <p>Suggestions were carefully considered by the School and steps were taken to action each of these.</p> <p>Since the last inspection, the School has expanded significantly adding grades 4 and 5 while more than doubling enrolment from last year! Facilities updates continue with the addition of a mini soccer field, track and playground.</p>			
<p>Commendation:</p> <p>The School is commended for processing the suggestions from the last inspection report and considering appropriate adjustments in response to ongoing consultation with their teachers.</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 Team has no concerns with School sustainability as demand for enrolment is strong. The School has developed a sound business plan to add additional grades and up to 200 new students annually. A comprehensive campus expansion plan is in place to develop</p>		



educational space to allow for projected program expansion and enrolment growth. The Owner/Operator is committed to doing everything he can to support the growth and development. The physical infrastructure will be complete on time, however resourcing classrooms and hiring enough teachers may prove to be a bigger challenge. The Team noted that teacher hiring begins early in the year with a view to expanded demand.

## 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).**

<input checked="" type="checkbox"/> Requirement Met	<input type="checkbox"/> Requirement Partially Met	<input type="checkbox"/> Requirement Not Met
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**Comment:**

The Owner/Operator was present in the school inspection. The Owner/ Operator has demonstrated solid support for the program, providing resources and professional development as required.

The Team confirms that the Owner/Operator meets the criteria listed in section 5 and Schedule A of the 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.**

<input checked="" type="checkbox"/> Requirement Met	<input type="checkbox"/> Requirement Partially Met	<input type="checkbox"/> Requirement Not Met
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**Comment:**

The Team reviewed a Ministerial decree (No. 1609) from Office of the Education Minister, Kingdom of Bahrain dated September 30, 2019 granting approval to Mr. Abdul Ghaffar Al Kooheji for the Canadian School Bahrain to operate as a private educational institution in Bahrain.

The Team also viewed a current business licence for the Owner/Operator, along with a certificate from the Ministry of Education, dated July 24, 2017, approving the BC curriculum as the program of studies at the CSB.



**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 provided the Team with a virtual tour, which highlighted various sections of the grounds and building. The School is a modern, bright, well-designed and architecturally pleasing educational environment which is entirely suitable to support the BC program. Plans for expansion to meet growing demand are in place.

The School has on record permits from the Minister of the Interior, the Muharraq Municipality and the General Director of Civil Defence providing the requisite local government certificates and approvals for the building. The School has added a cafeteria, which is not yet operating due to COVID-19 restrictions.

The School has comprehensive plans in place for building evacuation in cases of emergencies along with emergency and security procedures in place to ensure the safety of staff and students. The Team confirmed that emergency drills are held regularly for fire evacuation, lockdown or hold and secure and bomb threats. The School has in place evacuation plans which may result from civil or natural disruptions, as required by both the local municipality and the BC MoE. The plans include processes for the removal and relocation of staff and students in the event of any temporary or permanent closure of the school facilities. Plans have been vetted by the Offshore School Representative.

The Inspector confirmed that the School follows all COVID-19 safety protocols. Like schools around the world, CSB was forced to quickly shift to online learning in the spring of 2020. They are currently operating on a predominately in-class instruction model, with students having the option of remote learning. As the year has progressed the School has seen a gradual increase in the families choosing in-class instruction.

**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 Owner/Operator appointed an experienced individual to act as Offshore School Representative (OSR). The OSR meets the requirements set out in section 1 of the Agreement and has been confirmed by the BC MoE as suitable for this position.



The OSR contract runs through August 2021. The OSR is instrumental in hiring staff and in providing ongoing professional development and support to school staff. The OSR visits the School regularly, although has not been present during pandemic travel restrictions. The OSR visits the School regularly and was on-site for this online inspection.

The Team confirms that the OSR is knowledgeable about all aspects of the School's operations and all related aspects of the Owner/Operator's business operations. She is fully aware of her obligation to report critical information relating to changes in the operation of the School or ownership structure that could significantly impact the School's operation.

**Commendation:**

The OSR has spent a good deal of time at the School and is integral in program expansion and school certification.

**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 has extensive experience as an educator, possesses Canadian academic education credentials and has extensive experience in professional development and educational leadership in schools, particularly in the area of curriculum design. She meets all the requirements outlined in section 2.06 of the inspection catalogue.

This is her second year as the Principal in this school and she has an exemption letter covering her lack of previous experience in the BC education system.

She processes a valid Certificate of Qualification from the BC Teacher Certification Branch (TCB) and meets the requirements outlined in the Agreement.

The Team appreciated that the Principal was very well prepared for this inspection and was passionate in her support of the BC program. She engaged the Team with a gentle demeanour, responding with clarity and detail. She has a clear vision for this educational program and leads with intentionality and passion.

The job description is comprehensive and clear, outlining all elements required in the Agreement.



**Commendation:**

The Principal has a clear vision for this educational program and leads with intentionality and passion.

**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 has in place a receptionist, an executive assistant, an IT specialist, a social worker, and a medical doctor. The School also has a Director of Finance and a Director of Operations who also have support staff. This year the School has also added a vice principal.

The School meets the administrative support requirements as outlined in section 2.07 of the inspection catalogue.

**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 verified that student files are securely stored and properly backed up. The online inspection process allowed for the Inspector to view only limited files. They are maintained by the administrative assistant and contain all required elements including the newly developed personal information consent forms for parents and students.

The School utilizes PowerSchool administrative software to manage student data.

**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:**

The Team confirmed that **not all** authorized persons under the Agreement possess valid and current certification under the Ministry of Education. The Team understands that the School has experienced staffing challenges this year, which has necessitated some mid-year staffing



additions, further complicating timelines for acquiring appropriate authorization for teaching staff.

The Team confirms that 12 BC program teachers hold valid COQs, with two awaiting certification, only one of which is currently authorized under a letter of exemption. CSB administration staff are supporting the TCB application process and working with the applicant to secure a letter of exemption from the MoE and certification from the TCB.

The teacher who is not authorized to teach under the terms of the agreement must be removed from classroom teaching duties until such time as they are properly authorized.

All locally certified teachers have evidence of certification and local criminal records checks on file. The School is in consultation with the BC MoE regarding Bahraini criminal record checks, which are only valid for 6 months. Please note that the BC MoE will require certified translations of these certificates in the future.

Staff contracts were reviewed and found to be comprehensive, addressing all the required areas.

Staff turnover at the School is not currently an area of concern, although the School is only in year 2 of operation. The Team appreciated that the teaching staff are highly committed to building a strong program and to maintaining a positive school culture.

Teacher files are in order and well maintained and evidence suggests that teacher evaluations are occurring as per school policy.

**Commendation:**

The Team appreciated that the teaching staff are highly committed to building a strong program and to maintaining a positive school culture.

**Requirement:**

Confirming that all teachers are duly authorized as the school currently has one teacher whose authorization is still pending.



**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:**

The School has fully implemented the new curriculum at all grade levels, and teachers who were interviewed spoke with a significant depth of understanding about its foundational principles. Teachers continue to research curriculum documents on the Ministry of Education website and are bringing the curriculum to life with thoughtful planning and implementation. Structured collaboration time is also helping teachers to co-plan and support each other as they further refine their practice.

Even though the School's kindergarten program is outside the current scope of the BC program, teachers at that level have structured their classes to align with the tenets of the curriculum. The Arabic program is also being delivered in a manner that complements the new BC curriculum.

**Commendation:**

The School is commended for the extensive work that has been done to fully implement the new BC curriculum at all grades, including in the kindergarten and Arabic programs.

**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 Team reviewed the English language exams that are in place for students wishing to enter the program at any level from grade 1 to 5. These are comprehensive assessments that are designed to be age-appropriate and to give the School relevant information about the language proficiency of each child.

Once in the program, students are supported in their language development in a variety of ways. Several staff members have specialty training and previous experience working with English language learners. During the inspection they spoke of the ways they were differentiating instruction to support students who were at various levels within their classes. The School has also provided professional development to support teachers with strategies to assist students with language acquisition. Additionally, one staff member has dedicated time within their portfolio to provide leadership and support with language development in the School.



During the inspection, the School also referenced their use of the Star assessment tool which will now be administered each term for reading and math. This tool will be used to provide meaningful data regarding student progress as well as the skills that are needing to be further developed.

More recently the school has introduced 'Booster classes' to support students in grades 3 to 5 needing extra time and practice to assist them with their language acquisition. These classes run once a week for 90 minutes following lesson plans designed by a lead teacher, with student supervision being provided by teaching assistants. Once the School returns to full-time face-to-face instruction, and additional grades are added in the future, the approach to ELL support will continue to evolve.

**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

Not Applicable

Comment:

As the School currently offers grades 1 to 5 in the BC program, this section of the inspection catalogue does not apply.

**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 confirmed that course planning for all grade 1-5 curricula reflects the components of the new curriculum. The School uses well-developed templates to support teacher planning for year-long course overviews as well as for detailed unit and weekly plans.

During the inspection, interviews were conducted with teachers to review and discuss their planning and assessment practices. There was clear evidence of a good understanding when talking about core competencies, curricular competencies, content, teaching strategies and assessment methods linked to the redesigned curriculum. Several teachers also talked about



engaging their students in self-assessment, and the School shares this information with parents in the reporting process.

Commendation:

The School is commended for the quality of the detailed course overviews, unit plans and weekly lesson plans that include all components of the new curriculum.

**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 School has 178 days scheduled for this academic year with 6 hours of instructional time daily. The total instructional hours of 1068 well exceeds the minimum requirement of 850.

**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 School has a well-developed plan to incorporate a variety of assessment methods into its approach to monitor the progress of students. Efforts have been made to educate staff, students and parents regarding the value and importance of ongoing formative assessment practices using a variety of strategies.

Three standardized reading and math assessments are planned annually to help calibrate the information coming from the various formative assessments. Emphasis is clearly placed on the importance of assessments being 'for learning' and used to provide quality feedback and inform instruction.

Term reports are produced throughout the year leading to year-end progress reports that capture progress at that stage in the student's educational journey.



**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 Team reviewed a video that was made of the school facilities that included a survey of the contents of each classroom. There was ample evidence that classrooms are bright, modern and well-equipped with furnishings appropriate to the age groups of the students. The video confirmed the existence of a variety of technology, including Promethean Boards in primary classrooms and projectors connected to iPads in grades 4 and 5. It was also noted that the School is involved in the multi-year process of becoming an Apple Distinguished School and will begin training sessions in January 2021 toward achieving this designation.

The School reported that it continues to acquire appropriate resources to support the program and acknowledged that some of the orders they had placed in advance of school-opening had been held up due to the pandemic. Procedures for obtaining supplies from local sources, such as consumables to be used in classrooms, were still being refined. Teachers are also being consulted regarding other resources and equipment that will enhance their delivery of the BC program.

The School is committed to being proactive in sourcing supplies and equipment that will be necessary to support their future expansion plans.

**Commendation:**

The School is commended for providing a facility with bright, modern and well-designed teaching and learning spaces to house the BC program.

**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:**

CSB issues three formal report cards at the end of each of the School's three terms. Informal reports are also issued in October and again prior to Spring Break. Parent/teacher conferences are held after each of the first two formal report cards are issued. The Team confirmed that students complete a year-end self-assessment of Core Competencies as required under the Student Progress Report Order.



The School is currently using the PowerSchool student information system and parents can monitor student progress through the 'Parent Portal' of this platform. Social media is also used by the School to stay in touch with parents and to share student successes.

The Team confirmed that the Principal and OSR have expended significant effort in educating parents about the BC program and how it differs from what they may have been used to. Parents are also invited to participate in either virtual or in-person conferences to discuss student progress.

**Commendation:**

The Principal and OSR are commended for the efforts that have been made to support the parent community in understanding the unique nature of the BC program.

**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 School publishes an attractive and comprehensive parent/student handbook. The School has developed policies and procedures for appeals and dispute resolution as required under the Agreement. The handbook and requisite sections of the policy manual are also available to parents online. The handbook also contains policies relating to student assessment, student admissions, student conduct, and student supervision.

The School meets the parent/student handbook requirements as outlined in section 2.24 of the inspection catalogue.

**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 teacher handbook is up to date and comprehensive. The handbook and teacher contracts contain the requisite provincial disclaimer regarding the employment relationship between the Owner/Operator and BC teachers. The School has policies in place for the evaluation of teachers and administrators and the policies are being effectively implemented. The handbook contains a dispute resolution policy for staff, as required under the Agreement.



The handbook is supplemented by a school policy manual that goes into greater detail on policies pertaining to teachers.

Information for new teachers regarding daily life in Bahrain is clear and thorough.

**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.**

<input type="checkbox"/> Requirement Met	<input type="checkbox"/> Requirement Partially Met	<input type="checkbox"/> Requirement Not Met	<input checked="" type="checkbox"/> Not Applicable
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Comment:

The School does not offer distributed learning courses.

## CONCLUSION

### Commendations

**The Inspection Team wishes to recognize the Owner/Operator, Principal, staff and Offshore School Representative of Canadian School - Bahrain for:**

- owning the suggestions of the previous inspection report and considering appropriate adjustments in response to ongoing consultation with their teachers;
- the time devoted by the OSR in her integral role in program expansion and school certification;
- the Principal's clear vision for this educational program and her leading with intentionality and passion;
- the teaching staff being highly committed to building a strong program and to maintaining a positive school culture;
- the extensive work that has been done to fully implement the redesigned BC curriculum at all grades, including in the kindergarten and Arabic programs;
- the quality of the detailed course overviews, unit plans and weekly lesson plans that include all components of the new curriculum;
- providing a facility with bright, modern and well-designed teaching and learning spaces to house the BC program; and,
- the efforts that have been made to support the parent community in understanding the unique nature of the BC program.



## Requirements

In order to meet the requirements of the *BC Global Education Program – Offshore Schools Certification Agreement*, the Team requires that by January 31, 2021, the Owner/Operator provide the Executive Director of Independent Schools and International Education, responsible for the BC Global Education Program - Offshore Schools, with a plan and timeline for proposed implementation of the following items:

- confirming that all teachers are duly authorized as the school currently has one teacher whose authorization is still pending.

### **NOTE FROM MINISTRY:**

**The requirement listed above has been addressed to the Ministry's satisfaction. This School remains in good standing for the 2020/21 school year.**

## SUMMATIVE RECOMMENDATION

The Offshore Inspection Team recommends to the Executive Director of Independent Schools and International Education that, contingent on responding to the above requirements to the satisfaction of the Executive Director, the British Columbia education program offered at Canadian School – Bahrain continues to be recognized as a British Columbia-certified school.

