



Dorset Studio School

Minutes of the Governors meeting held on Thursday 11 February 2016, 4.00pm

Governors (GB)	Kaye Chittenden; *Clare Davison (Director/Vice Chair); *Andy Daw; *Peter Edwards; Michael Foley (Director); *Mark Gibbens (Chair); *Avril Harrison; David Humphreys (Director); *Robert Lasseter; *Annetta Minard (Principal); *Jim Tirrell (Director); *Martha Vipond (Parent Governor); *Alex Williams (Parent Governor)	
Other Attendees	*Vanessa Gifford (KMC Clerk); *Chris Pedder (Deputy Principal, Finance & Corporate Services KMC)	
* <i>Indicates actual presence at this meeting</i>		
Prior to the meeting the Governing Body RECEIVED Safeguarding Training.		
AGENDA ITEM		ACTION
1.	JUNIOR LEADERSHIP TEAM The Governing Body RECEIVED a presentation from the Junior Leadership on life at the Dorset Studio School.	
2.	DECLARATIONS OF INTEREST Representatives of Kingston Maurward College (KMC) and The Thomas Hardy School (THS) reaffirmed their standing declaration of interests in items relating to the financial / legal relationships between those sponsoring bodies and the Dorset Studio School (DSS). There were no further declarations of interest.	
3.	APOLOGIES Apologies for absence were received from Kaye Chittenden, Mike Foley and David Humphries.	
4.	MINUTES OF THE MEETINGS HELD ON 26 NOVEMBER AND 10 DECEMBER 2015 The Governing Body (GB) APPROVED the minutes of 26 November and 10 December 2015 as a true and accurate record and APPROVED them for website publication.	





5.	MATTERS ARISING FROM THE MINUTES The following matters were NOTED from the minutes: <ul style="list-style-type: none">• The Principal advised that she would be meeting with Kiers, the contractors for the building, to rectify some building issues.	
6.	PRINCIPALS REPORT The following points were NOTED from the Principals Report: Student Outcomes The Whole School Assessment Overview for Autumn 2 exams was NOTED , and the following points made: Year 9 <ul style="list-style-type: none">• DSS is on track for the target of 60% of students gaining 5 A – C’s (with English and maths).• The Principal advised that there was no significant differentiation in characteristic groups, although girls were out-performing boys.• Girls were equally good at English and maths, with boys proving to be better at English than maths which was unusual.• It was noted that progress was equal in English and maths. Year 10 <ul style="list-style-type: none">• DSS is on track for the target of 55% of students gaining 5 A – C’s (with English and maths) in Year 10.• There was no significant differentiation in relation to characteristic groups.• Boys were currently out-performing girls• Girls and boys were better at maths than English• Progress in maths was significantly better than English. The Principal suggested that student outcomes showed a positive picture with 15% of year 9 on target across all subjects and 38% of Year 10’s. She advised that an award system had been initiated to encourage the students. The Principal took the opportunity to explain the new grading system with work being graded with numbers 1 – 9, rather than grades, with number 9 being the top 1/3 A* students and number 4/5 being equivalent to the old GCSE grade C. The Principal advised that future performance would be judged across 8 subjects, including the following: <ul style="list-style-type: none">• English and maths would be worth double points but must include English Literature• The DSS could not deliver the English-baccalaureate as it was not undertaking any modern foreign languages, which was currently out for consultation so would be monitored• The top 8 subjects for an individual, divided into three categories, would be used for performance tables in the future	





- The Principal was working with the THS on the accuracy of the levels
- Students were aware of the number system and the principal was ensuring that language was consistent across the board.

Attendance

The Principal reported that there had been an issue in 2014/15 with attendance below 90%. The DfE benchmark was 95% and the DSS was currently at 93.6% with an improving picture, and working towards the top 40% of schools, which was pleasing. It was noted that there had been a dip in attendance due to illness at the beginning of term but DSS was now back on track.

The Principal explained that trigger points had been introduced with individual student attendance and whole school figures produced weekly to monitor. The GB questioned whether there were any repeat offenders and the Principal advised that it had been agreed to remove two students from the figures who had legitimate personal reasons for absence. The Principal also confirmed that Year 10 was weaker than Year 9.

It was agreed that attendance was positive for a small school, as a few absences has a significant affected the data.

Student Number Update

The Principal advised that currently the Admission figures for Year 9 in 2016/17 were 30 students with the DSS as first choice and 10 students as second choice, which was in line with the previous year. It was noted that visits were being made to the school daily, and the Principal suggested that potential students had the appropriate interest and natural aptitude for land based studies

It was noted that the EFA would fund for 45 students in 2015/16 and if numbers increased in year the funding would be available. There had been a slight transition of students with 7 leaving the DSS and 5 being admitted in year. The Principal confirmed that the five new had settled in well, and the seven that had left were not suitable placements and there had been no acrimonious departures.

It was considered that there had been a cultural shift and the reputation of the DSS was changing with the students enrolling for the right reason.

The Principal advised that she was taking a very different approach for the 6th Form as there were currently very few applicants. It was noted that students may wait until their results were known in September before applying, however the changes in A levels could have an impact in the future. The EFA had requested an intake of 20 students, but this is unlikely. However, the introduction of traineeships may have an impact. Moving forward it was anticipated that there would be internal progression.

Communication

The Principal advised that the main aim was to keep engaging with the public to ensure





	<p>the ethos of the school was communicated. She was constantly networking and many open evenings had been facilitated with future ones planned. A recent Rural Craft evening had attracted 40-50 people and many local industries had attended including thatchers and stone masons, who would then pass on their interest in the DSS. The Principal emphasised that events had to be of good quality so that people walked away with a good impression. The Principal advised that the Assistant Principal was engaging with the middle schools and she was working at Heads level and had recently presented to the Dorchester Area Schools Partnership (DASP) to give a clear picture and had invited Heads in to visit the DSS at work.</p> <p>The Marketing and Communication Report was NOTED.</p> <p>Staff CPD The DSS CPD Programme was NOTED, and the Principal advised that CPD had proved difficult. This was due to working with students for a longer working day until 5pm and being requested to stay on further was unrealistic. However, she had allocated half an hour at 8.30am every Thursday to consolidate training and staff had been very responsive.</p>	
7.	<p>DEVELOPMENT PLAN</p> <p>The Governing Body MONITORED the DSS Development Plan and the following points were NOTED:</p> <ul style="list-style-type: none"> • The plan provided a current analysis of where the DSS was positioned • 90% of lesson observations were Good or better, which had been verified at a recent moderation visit • The Principal suggested that the DSS could do better at ensuring high quality planning and preparation for lessons. • Safeguarding was good across the school 	
8.	<p>ACCOUNTS 2014/15</p> <p>The Financial Statements for 2014/15 were RATIFIED.</p> <p>The Deputy Principal, Finance & Corporate Services KMC advised that Page 20 of the statement referred to policy depreciation which was currently three years. He was proposing to increase this to five year but would check with the EFA that this would not be an issue for the next meeting. He also confirmed that the reporting deficiencies of the Auditors had been addressed.</p>	CP
5.30pm	<i>Alex Williams left the meeting and it remained quorate.</i>	
9.	<p>MANAGEMENT ACCOUNTS TO 31 DECEMBER 2015</p> <p>Revised Management Accounts to 31 December 2015 were NOTED, reflecting an up to</p>	





	<p>date funding position. The following key points were NOTED:</p> <ul style="list-style-type: none"> • Revised depreciation had been included subject to advice from the EFA • An operating surplus of £100K was being projected, which was a comfortable position • The funding contract was expected imminently but a better allocation was expected • It was confirmed that £84K additional funding had been received with £59K allocated • It was hoped that a five year forecast would soon be available • The projection assumed an intake of 40 students for 2016/17, however Post 16 would be an issue • The Deputy Principal, Finance & Corporate Services KMC emphasised the need to reserve capital funding for the future • It was noted that the Government expected a 6% surplus 	
5.45	<i>The Clerk left the meeting and a member agreed to complete the notes.</i>	
	<p>ITEM 9 CONTINUED</p> <ul style="list-style-type: none"> • A discussion took place regarding student transport costs. The Deputy Principal, Finance & Corporate Services KMC had identified that the increased costs to the school may become an issue as the cohort size increase. It was agreed that the Principal and The Deputy Principal, Finance & Corporate Services KMC would discuss this outside of the meeting. 	AM/CP
10.	<p>CORPORATE RISK REGISTER</p> <p>The Deputy Principal, Finance & Corporate Services KMC explained the scoring element for the register for those governors not used to looking at this type of template.</p> <p>It was identified that the risk of losing or dilution of the employer engagement strategic imperative/ideology would have an impact on both the school and the local rural economy - this is to be included as a measure on its own.</p> <p>Subject to this amendment the risk register this was then APPROVED.</p>	CP
11.	<p>EMPLOYER ENGAGEMENT</p> <p>The Chair updated the work on the Employment Engagement Evening in terms of preparation.</p> <p>It was identified that this may clash with a major fire drill (confidential information) event to be held at KMC. The Chair will liaise with KMC to discuss the implications, if any to the planned event.</p>	MG





	Car parking – Emphasis was placed on the importance of the parking marshals as essential to the success and smooth running of the event, especially if a KMC event is also taking place. This was acknowledged and would be ensured.	
12.	<p>POLICIES</p> <p>The approval of the following policies was carried forward to the next meeting:</p> <ul style="list-style-type: none"> • Child Protection Policy • Anti-Bullying • Allegations 	
13.	<p>ANY OTHER BUSINESS FOR REPORT</p> <p>It was agreed that a Work Programme for GB meetings would be produced for future academic years.</p> <p>Governors also requested up to date contact information for the GB.</p>	<p>VG</p> <p>VG</p>
14.	<p>SCHOOL DATES</p> <p>The Principal updated the meeting with Important dates coming up in the school calendar:</p> <ul style="list-style-type: none"> • Rural Craft Night – 10 Feb 2016 – this was a great success • 3th March Open evening • 9th March Employer Engagement Evening <p>The Chair asked for all Governors to note the dates of future meetings for maximum attendance.</p>	
18.	<p>MEETING DATES 2015/16</p> <p>The following meeting dates for 2015/16 were NOTED:</p> <ul style="list-style-type: none"> • Thursday 24 March 2016 at 4pm • Thursday 19 May 2016 at 4pm • Thursday 7 July 2016 at 4pm 	
<p><i>The Meeting closed at 6.30pm with no further business</i></p>		

Chair Date

