

# Dorset Studio School

## Minutes of the Governors meeting held on Thursday 19<sup>th</sup> October 2017, 4.00pm in the Dorset Studio School

<b>Governors (GB)</b>	Kaye Chittenden; Andy Daw; Peter Edwards; Michael Foley (Director); *Mark Gibbens (Chair); *Avril Harrison; Robert Lasseter; *Annetta Minard (Principal); *Luke Rake (Director); *Jim Tirrell (Director); *Martha Vigar (Parent Governor); *Alex Williams (Parent Governor)	
<b>Other Attendees</b>	*Vanessa Gifford (KMC Clerk ); *Chris Pedder (Deputy Principal, Finance & Corporate Services KMC)	
* <i>Indicates actual presence at this meeting</i>		
AGENDA ITEM		Challenge and Action
1.	<p><b>DECLARATIONS OF INTEREST</b></p> <p>Representatives of Kingston Maurward College (KMC) and The Thomas Hardye 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).</p> <p>There were no further declarations of interest.</p>	
2.	<p><b>APOLOGIES</b></p> <p>Apologies for absence were received from Kaye Chittenden, Andy Daw, Peter Edwards, Mike Foley and Robert Lasseter.</p>	
3.	<p><b>MINUTES OF THE MEETINGS HELD ON 6 JULY 2017</b></p> <p>The Governing Body (GB) <b>APPROVED</b> the minutes of 6 July 2017 as a true and accurate record and <b>APPROVED</b> them for website publication.</p>	
4.	<p><b>MATTERS ARISING FROM THE MINUTES</b></p> <p>The following matters arising were <b>NOTED</b>:</p> <ul style="list-style-type: none"> <li>The Chair of KMC reported that he had written to the DfE regarding the clawback which had not been made explicitly clear at the outset of the project, when there had been so many conversations on numbers and viability. The Project Manager advised that she may have an email advising there would be no clawback and</li> </ul>	



	<p>would check her correspondence and send to the Clerk. It was also suggested that the representative from the DfE at the time may recall whether there had been any changes, if the correspondence could not be located. If there was some evidence the Chair of KMC agreed to write a further letter to the Chief Executive of the ESFA.</p>	<b>AH</b>
<b>5.</b>	<p><b>ANNUAL APPOINTMENT OF CHAIR AND VICE-CHAIR</b></p> <p>Mark Gibbens was nominated and <b>AGREED</b> as Chair to the Governing Body for the academic year 2017/18.</p> <p>Luke Rake was nominated and <b>AGREED</b> as Vice Chair to the Governing Body for the academic year 2017/18.</p> <p><b>UNANIMOUSLY APPROVED</b></p>	
<b>6.</b>	<p><b>PRINCIPALS REPORT</b></p> <p><b>KS4 Outcomes 2017</b></p> <p>The report on Results for 2017 was NOTED with the Principal advising that the 2017 outcomes had been very positive and in line with the grades that had been predicted. The progress scoring for the DSS had been published as -0.3, which is not far below the national average but the Principal has appealed against the inclusion of a student who had not taken any exams due to mental health issues, so this might change in the final publication of results, in January. It was noted that this was better than all Weymouth and Portland schools of the schools the DSS was placed in the middle of the table for all Dorset schools.</p> <p><b>Characteristic Groups</b></p> <p>It was noted that there was very little differentiation between the characteristic groups and their non-characteristic peers, across all identified groups. The progress of disadvantaged students is a strength of the school. This is particularly notable as 60% of the Year 11's had special needs or disabilities. Strengths and weaknesses of all areas had been analysed and presented to Governors; action plans have been put in place. The results indicate that Pupil Premium funding was being utilised well for disadvantaged children.</p> <p><b>Subjects</b></p> <p>The Principal considered that the balance between being a small school and its staff, enabled the school to succeed. She considered that the right people had been appointed as staff who were very flexible in their teaching approach. The DSS is clear in its land based approach and therefore, no additional options are offered.</p> <p>The individual subject results were noted with English attainment at 62% and maths at 50%, in relation to the threshold of L4. The Principal advised that triple Science would be undertaken for 2017/18, and the teacher for Geography was undertaking further training at a difference level and being supported.</p>	<p><b>How do the results compare with other local schools in Weymouth, Portland and Dorchester?</b></p> <p><b>Why were Science and Geography below other subjects?</b></p>



	<p>The Principal considered the results to be good given the challenges of the first year of the school.</p> <p><b>Attendance</b> The Principal reported that during the Ofsted Inspection the figure that the inspectors took was 94.6%, although the current figure was 97%. It was noted that the school had seen its first student go through the fines system and receive a penalty notice for absence. This was a county-wide system that the DSS adhered to.</p> <p><b>Intake 2017</b> It was noted that the current intake for 2017 was 153 students and the school was receiving many requests for taking student in year and for 2018/19, with 34 requests in the last week. The Principal considered there to be a good ethos around the school and if there was a steady 50 in each year group the school would be in a strong position. It was noted that some students were coming into the current Year 10 mid-year, which was the smallest cohort of the school.</p>	
<b>7.</b>	<p><b>2017 OFSTED REPORT</b></p> <p>The Ofsted Report 2017 was SCRUTINISED and NOTED and the GB thanked the Principal for all the work she had carried out. The Principal advised that it was a whole school effort and everyone had a mission and the school ran like clockwork during the inspection, with every area responding well.</p> <p>The grading of ‘Good’ was an excellent result, with it verging on ‘Outstanding’, in one area. However it is likely that the school had not been open long enough to award the highest grade. It was noted that Personal Development and Welfare had been judged as ‘Outstanding’.</p> <p>The Principal considered the report to be fair and it had been sent out to all parents, who were very impressed.</p> <p>There had been two areas for development:</p> <ol style="list-style-type: none"> <li>1. Middle Leaders – a structure of training was required and this had already been put in place with a ½ hour session every week. This had been also been identified in the SEF. The Principal confirmed that inset days were not utilised at the school due to the longer holidays but were accumulated at the end of the year.</li> <li>2. Students are challenged and supported to deepen their thinking – this has been made a whole school objective for appraisal and CPD.</li> </ol>	
<i>5pm</i>	<i>Avril Harrison left the meeting and it remained quorate.</i>	
<b>8.</b>	<p><b>DRAFT END OF YEAR ACCOUNTS TO 31 AUGUST 2017</b></p> <p>The draft End of year accounts to 31 August 2017 were <b>NOTED</b>, with the following points made:</p> <ul style="list-style-type: none"> <li>• There was currently a surplus of £73K which would continually need to be monitored, although this was a good position at the end of the year.</li> </ul>	



	<ul style="list-style-type: none"> <li>The Principal advised that she was continually reviewing staffing and looking at natural wastage at all times. Internal appointments had recently been made for SENCO and Science.</li> <li>The Principal advised that the census point was now October where it had previously been January, with Post 16 always being October of each year.</li> <li>It was agreed that the projection for the next 3 -5 years was important and the GB had to be confident that the trend line was rising. Intake numbers would be presented at the next meeting. It was also agreed that the Ofsted result, school outcomes and the demographics would contribute to this.</li> <li>The cash position was noted with the projection in September being £282K with an actual of £300K.</li> </ul>	Is there confidence that the numbers coming in make the school viable?
9.	<p><b>PAY POLICY</b></p> <p>It was <b>NOTED</b> that the Pay Policy would be considered by the members of the Academy Trust.</p>	
10.	<p><b>CAPITAL UPDATE</b></p> <p>The Principal advised there was no further update and things had gone very quiet due to the election and Brexit. There had been no indications of when any funding would be available, and it was noted that FE capital funding was now disseminated through the Local Enterprise Partnership (LEP).</p>	
11.	<p><b>ANNUAL LETTER TO THE TRUST'S ACCOUNTING OFFICER</b></p> <p>The annual letter to the Trust's Accounting Officer dated 30 June 2017 was <b>NOTED</b>. The Deputy Principal (Finance &amp; Corporate Service – KMC) advised that he was working with the Business Manager on the 'Land &amp; Buildings tool' which had deadlines to be met and was revalued annually.</p>	
12.	<p><b>WORK SCHEDULE 2017/18</b></p> <p>The Work Schedule 2017/18 was <b>CONSIDERED</b> and the following points <b>NOTED</b>:</p> <ul style="list-style-type: none"> <li>Pupil Premium would be considered at every meeting, with an Annual Report at the first meeting of an academic year reporting on the year just completed.</li> <li>The dates required amendment on page 2</li> <li>The Annual accounting letter would be added</li> <li>The Principal's Report would be presented to each meeting, this would be for the Principal to decide what was appropriate at the correct time.</li> </ul>	VJG VJG VJG
13.	<p><b>CORPORATE RISK REGISTER</b></p> <p>The Corporate Risk Register was <b>CONSIDERED</b> and the following points <b>AGREED</b>:</p> <ul style="list-style-type: none"> <li>Risk 5 should be Risk number 1</li> </ul>	



