

# Dorset Studio School

## Minutes of the Governors meeting held on Thursday 1<sup>st</sup> FEBRUARY 2018, 4.00pm in the Dorset Studio School

| <b>Governors (GB)</b>                              | Kaye Chittenden; *Andy Daw; Michael Foley (Member); *Mark Gibbens (Chair); *Avril Harrison; Robert Lasseter; *Annetta Minard (Principal); *Luke Rake (Member); *Jim Tirrell (Member); *Martha Vigar (Parent Governor); Alex Williams (Parent Governor)  |                      |
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| <b>Other Attendees</b>                             | *Vanessa Gifford (KMC Clerk ); *Chris Pedder (Deputy Principal, Finance & Corporate Services KMC)   |                      |
| * <i>Indicates actual presence at this meeting</i> |   |                      |
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| AGENDA ITEM  |   | Challenge and Action |
| 1.   | <p><b>DECLARATIONS OF INTEREST</b></p> <p>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).</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, Mike Foley, Robert Lasseter and Alex Williams.</p>   |                      |
| 3.   | <p><b>MINUTES OF THE MEETINGS HELD ON 7 DECEMBER 2017</b></p> <p>The Governing Body (GB) <b>APPROVED</b> the minutes of 7 December 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 updated Governors on an earlier meeting of the Members of the Academy Trust. Legal advice had been sought regarding the structure of the Academy Trust and Governing Body and the following roles and responsibilities were confirmed: <ul style="list-style-type: none"> <li>* <b>SLT</b>: Run the School operationally</li> </ul> </li> </ul> |                      |



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|           | <ul style="list-style-type: none"> <li>* <b>Trustees/Governors:</b> Carry out the day to day monitoring of the business of the School.</li> <li>* <b>Members:</b> have a similar role to shareholders of a business and have an overview of the School.</li> </ul> <p>It has also been advised that the ESFA expected the majority of Members not to be on the GB as Trustees. In view of this Mike Foley has agreed to stand down as a Trustee, as he found it difficult to attend both meetings, but would like to continue to support the school as a Member of the Academy Trust.</p> <p>The Members had also agreed to appoint Martha Vigar as an Independent Trustee, rather than a Parent Governor, to fill one of the vacancies and split the appointments of the two Parent Governors. The Clerk would carry out the process to appoint a new Parent Governor in her place.</p> <ul style="list-style-type: none"> <li>• A response had been received from the DfE regarding the clawback stating that the Members of the DSS were aware that a clawback could be enforced. Members were adamant that this was not the case and it should have been made explicit. This had obviously affected other Studio Schools which had closed. The Principal agreed to look into the original paperwork to clarify.</li> </ul>   | <b>AM</b> |
| <b>5.</b> | <p><b>PRINCIPALS REPORT</b></p> <p><b>Progress Updates</b><br/>The data was scrutinised and <b>NOTED</b>, with the following points made:</p> <p><b>Baseline analysis Year 9</b></p> <ul style="list-style-type: none"> <li>• It was pleasing to note that the 2017 progress grade for DSS was working, as highly academic students were not being put off enrolling at the school.</li> <li>• 44 students had enrolled in September 2017 and this had increased to 56 in January 2018, 27% growth since September. There was a 50:50 split between girls and boys in this year group.</li> <li>• SEND for Year 9 was 39.3% compared with 54% for the previous year.</li> <li>• Year 9 had 6 (10.7%) students who were 'Most Able' which highlighted that DSS was now seen as a mainstream option for students.</li> <li>• The graph highlighting the prior schools attended by year 9, showed an increased number of 'home educated' students.</li> <li>• 12:03 was the average reading age at November 2017 which is below national average. The weakest students had commenced the ARROW programme which is an extension programme which was working well.</li> <li>• The prior attainment of Year 9 was now fitting more to the national profile with 38% in the middle range.</li> </ul> <p><b>Year 10</b></p> <ul style="list-style-type: none"> <li>• There was still work to do with SEN with the current figure being -0.35, and the national figure at -0.03 which highlighted the disadvantaged students in year 9 are doing better than SEND. This would continue to be monitored.</li> <li>• There were 5 students in the 'most able' group.</li> </ul> |           |



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|  | <ul style="list-style-type: none"> <li>• There Is a lot of work being undertaken which the GB would focus on at the next meeting; the Principal will present evidence of intervention.</li> </ul> <p><b>Year 11</b></p> <ul style="list-style-type: none"> <li>• The DSS was ranked as eleventh in Dorset for 2016/17 and it was considered that progress could be made on this figure for 2017/18.</li> <li>• The current figure for A8 is 39.3, this has just changed as two students have been transferred to the Dorchester Learning Centre, for medical reasons.</li> <li>• Progress 8 was just above at +0.2</li> <li>• The Principal KMC added that further stretch and challenge could be provided as part of Bio/Science with KMC.</li> </ul> <p><b>Progress Year 11</b></p> <ul style="list-style-type: none"> <li>• Year 11 had one full term to go before final examinations, with mock exams having been undertaken in the last couple of weeks.</li> <li>• It was acknowledged that there was a lot of work to do with maths, in order to convert grade 4s into 5s, as this will be the national threshold for 2018.</li> <li>• Progress 8 was at -0.25.</li> <li>• It was noted that the national benchmark was 0.</li> <li>• The Principal advised that a lot of consolidating and building is now being undertaken.</li> </ul> <p><b>Progress Year 10</b></p> <ul style="list-style-type: none"> <li>• The Principal advised that there are few students in the high academic prior attainment band in this year group.</li> <li>• The A8 was 32.53 with P8 just below the end of year target of -0.22.</li> </ul> <p><b>Progress Year 9</b></p> <ul style="list-style-type: none"> <li>• It was noted that the A8 was 25.3 with P8 currently at -1.16.</li> <li>• This was a higher ability year group which could make good progress.</li> <li>• There were no students in the 4 or 5 maths thresholds so further work would have to be undertaken in this area.</li> </ul> <p><b>Pupil Premium</b></p> <p>The Pupil Premium data for Years 9, 10 and 11 was presented and <b>NOTED</b>. Students in this characteristic group are making progress that is in line with their peers, across all three year groups.</p> <p><b>Attendance</b></p> <ul style="list-style-type: none"> <li>• Attendance currently showed an expected decline due to winter illnesses and currently stands at 95.1%</li> </ul> <p><b>Additional Points:</b></p> <ul style="list-style-type: none"> <li>• The GB questioned whether there was an extension programme for maths similar to the ARROW programme for English. The Principal advised that there wasn't.</li> </ul> |  |
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|           | <p>There would be an increased focus on reading to give a higher ability to students to undertake the examinations. This would then be followed up with further work on maths, however, there were difficulties in appointing a good teacher.</p> <ul style="list-style-type: none"> <li>It was agreed that the Principal would present the ARROW results at the next meeting.</li> </ul>  | <b>AM</b> |
| <b>6.</b> | <p><b>DEVELOPMENT PLANNING</b></p> <p>The GB <b>NOTED</b> the consultation document for the change of age range to include years 7 and 8. The Principal advised that this had been sent to every feeder school, local schools the Studio School Trust, all employers that currently assisted with work experience placements, the local authorities and all parents. 20 responses had been received so far, all were positive but the following questions were raised:</p> <ul style="list-style-type: none"> <li>Would the School would be too big?<br/>The school will not change in size, just change it age range.</li> <li>The day would be too long for younger children?<br/>Support would be provided to the younger students and many children already do an extended day through the use of after school clubs and breakfast clubs.</li> <li>Would younger children be safe on the buses?<br/>It was considered that this would be no different than being on any school bus with 6<sup>th</sup> formers. Bus buddies were appointed and there were very few issues on the buses.</li> <li>Finding employers for years 7 and 8?<br/>It was agreed that this was not the intention until students were older.</li> </ul> <p>It was agreed that the proposal was all about the ethos of the school and preparing students for their GCSE's. It showed 'joined up' thinking by offering a land-based curriculum from year 7 to Post 16 across the whole college campus. The comments received had been very positive with no one stating that they did not support the proposal.</p> <p>The Principal advised that the 6 weeks consultation would run to half term and then a decision needs to be taken by the Governing Body whether or not to proceed to formal application for a significant change to the intake at DSS. The application would be sent to The Education Funding Agency and then forwarded to the Regional Schools Commissioner. It was agreed to invite the Regional Schools Commissioner to the DSS when progress had been made.</p> <p>The Principal confirmed that if successful, recruitment could be marketed straight away for students to commence in September 2019. The Principal had consulted with the Thomas Hardye School and DASP, in relation to the local impact of this change.</p> |           |
| <b>7.</b> | <p><b>CHILD PROTECTION POLICY</b></p> <p>The Principal confirmed that no major changes had been made, therefore the GB <b>APPROVED</b> the Child Protection Policy.</p>  |           |



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| <p><b>8.</b></p>  | <p><b>MANAGEMENT ACCOUNTS TO 31 DECEMBER 2017</b></p> <p>The Management Accounts to 31 December 2017 were <b>NOTED</b> and the following points made:</p> <ul style="list-style-type: none"> <li>• The Deputy Principal, Finance &amp; Corporate Services KMC (DPFCS) advised that he would be looking at the number of budget lines to consolidate. The DPFCS had not had the opportunity to meet with the Business Manager due to her sickness absence but would meet at the earliest opportunity.</li> <li>• Exam fees was probably a phasing issue as fees were paid up front.</li> <li>• The lease machine for photocopying would be consolidated to resolve free copying and to ensure it was GDPR compliant. Ways of recording printing were being investigated as well as possible badge control. This issue was not just about saving money, but about personal data being left on a machine. The DPFCS agreed to look into this.</li> <li>• The budget was still looking very tight with a slight shortfall, however there was some trip income to be paid.</li> <li>• An updated 3 year plan would be presented to the next meeting once the DPFCS had met with the Business Manager.</li> <li>• The accounts were in line with the expected position, therefore the DPFCS had not amended the projection.</li> <li>• Cashflow had been impacted by the clawback but was well controlled with £200K+ in the bank.</li> <li>• A financial return had been submitted to the ESFA in the middle of January and the DPFCS was concerned that there would be comment that the school had too much cash. The GB agreed that it was still implementing plans for cash and as a new school the depreciation charges were high which had accumulated cash. The DPFCS agreed to circulate an amended cashflow forecast.</li> <li>• The GB questioned whether the extra students in January 2018 would be funded, and the DPFCS advised that they would not be funded as the census date had passed, however the extra funding would be received in June.</li> </ul> | <p>CP</p> <p>CP</p> <p>CP</p> |
| <p><b>9.</b></p>  | <p><b>WORK EXPERIENCE/EMPLOYER ENGAGEMENT</b></p> <p>The Principal advised that after half term Year 11 would not be undertaking work experience as the students would be completing English and maths revision and completing their land-based qualifications. Year 10 students would still be carrying out their work experience on a Friday and Monday afternoon.</p>   |                               |
| <p><b>10.</b></p> | <p><b>CAPITAL UPDATE</b></p> <p>The Principal advised that there was no further update on the capital bids and they were currently being considered by the DfE. The Principal confirmed that the design drawings had been financed by the capital funding for the current year. Further opportunities would continue to be sought for funding of sports facilities.</p>  |                               |



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| <p><b>11.</b></p>   | <p><b>CORPORATE RISK REGISTER</b></p> <p>The Corporate Risk Register was <b>CONSIDERED</b> and the following points <b>NOTED</b>:</p> <ul style="list-style-type: none"> <li>• The Principal KMC and DPFCS presented updated wording for Risk 14 and this was agreed.</li> <li>• The Principal KMC advised that he had recently met regarding the prospective National Park and suggested that it would be interesting to invite this group to the DSS. It was agreed that he would pass details to the Vice-Principal Employer Engagement.</li> <li>• It was also suggested that there could be huge opportunities with Local Government Re-organisation.</li> </ul> | <p><b>LR</b></p> |
| <p><b>12.</b></p>   | <p><b>ANY OTHER BUSINESS FOR REPORT</b></p> <p>The following points were <b>NOTED</b>:</p> <ul style="list-style-type: none"> <li>• The Principal KMC advised that the first meeting to organise the 2018 Open Day/Food Festival had been held and would present opportunities for the DSS to be involved. The Principal confirmed that the DSS would open and her team would contact the KMC Marketing Manager to be involved.</li> <li>• It was suggested that there could be opportunities for students to work as young stewards at the Dorset County Show and it was suggested that they wore polo shirts branded that they were 'sponsored by DSS'.</li> </ul>  | <p><b>AM</b></p> |
| <p><b>13.</b></p>   | <p><b>2017/18 MEETINGS</b></p> <p>The following dates were <b>NOTED</b>:</p> <ul style="list-style-type: none"> <li>• 19 April 2018</li> <li>• 17 May 2018</li> <li>• 28 June 2018</li> </ul>   |                  |
| <p><i>The Meeting closed at 5.55pm with no further business</i></p> |   |                  |

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