

Dorset Studio School

Minutes of the Governors meeting held on Wednesday 13 February 2019, 4.00pm in the Dorset Studio School

Governors (GB)	*Kaye Chittenden; *Andy Daw; *Mark Gibbens (Chair); Avril Harrison; Robert Lasseter; *Joanne Manley (Parent Governor); *Annetta Minard (Principal); *Luke Rake (Member); *Jim Tirrell (Member); *Martha Vigar
Other Attendees	*Vanessa Gifford (KMC Clerk); *Chris Pedder (Deputy Principal, Finance & Corporate Services KMC)


* *Indicates actual presence at this meeting*

AGENDA ITEM		Challenge and Action
	<p>The meeting took a moment to remember Peter Edwards who had sadly passed away recently.</p> <p>The Chair welcomed Joanne Manley, the newly elected Parent Governor to her first meeting.</p>	
1.	<p>DECLARATIONS OF INTEREST</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>APOLOGIES</p> <p>Apologies for absence were received from Robert Lasseter and Avril Harrison.</p>	
3.	<p>MINUTES OF THE MEETINGS HELD ON 6 DECEMBER 2018</p> <p>The Governing Body (GB) APPROVED the minutes of 6 December 2018 as a true and accurate record and APPROVED them for website publication.</p>	
4.	<p>MATTERS ARISING FROM THE MINUTES</p> <p>The following matters arising were NOTED:</p> <ul style="list-style-type: none"> The Clerk had made contact with an independent accountant to join the Audit Committee and was awaiting a response. 	



<p>5.</p>	<p>PRINCIPALS REPORT</p> <p>Attendance It was noted that attendance stood at 95.2% and was constantly monitored. Some absences were persistent with three cases being followed up with the Learning Centre being mental health issues. It was noted that if those three cases were removed from the data attendance would be 97%. The Principal advised that the census return had been submitted to the DfE, noting that if the percentage fell below 95 this could alert the DfE and Ofsted. It was also noted that staff had been affected with a flue/sickness bug with four off at that time.</p> <p>Results The summary of GCSE indicators was NOTED with the Principal expecting the percentage of students expected to achieve the English and Maths threshold to be higher than last year. The following points were noted during the discussion:</p> <ul style="list-style-type: none"> • The Year 9 intake for the land-based specialism was becoming stronger, with a clear remit being set-out from enrolment. • The Principal advised that a Grade 4 was a sound national average, with 5 being strong. • It was noted that students were still struggling with English and maths, with boys more so than girls. The Principal advised that intervention was a priority to ensure students gained both qualifications. • The GB was pleased there was clarity on the expectation required on enrolment for the DSS and the College, as it was beneficial for the whole campus. It was agreed that the right decision had been made to take a slight decline in numbers to ensure that the right students entered the school. • It was pleasing to note that withdrawals were low, especially with the extended day and long journeys. • The Principal invited Governors in to see Year 9 in action. • The Principal advised that she was constantly showing prospective families around the school, and perception was important, with open events giving a good overview. <p>Vocational Studies</p> <ul style="list-style-type: none"> • The DSS currently offered Land-based, Animal Care and Travel & Tourism (which was linked with Geography), with these vocational qualifications improving the progress and attainment scores. The Principal was currently reviewing the new Technical qualifications to ascertain whether there was a qualification that would be more suitable than Travel & Tourism. She was investigating 'Agricultural Enterprise' and it was agreed that she would provide a full explanation of T Levels at the next meeting. • It was noted that Year 9's did not undertake assessment, and the Land-based qualification was completed in Year 10. <p>Year 11 Results</p> <ul style="list-style-type: none"> • The Year 11 results were circulated, noting that 38 students had undertaking the examinations with four new students. 	<p>AM</p>
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	<ul style="list-style-type: none"> The Progress 8 score was 1.45 above expectation, with the average point score for attainment being 5.53. <p>Pupil Premium</p> <ul style="list-style-type: none"> It was noted there were no gaps for disadvantaged across all vocational subjects. Girls achieved better in attainment and progress. The average Point score for FSM students was 0.06 with 0.1 for progress. SEN students were performing at 5.3 which required some work with the benchmark being 5.83. The Principal considered that the DSS was good with deprivation, with SEN being a focus. It was agreed that the action plan would be discussed at the next meeting. <p>High/Middle/Low Attainers</p> <ul style="list-style-type: none"> The majority of students were 'Middle' attainers, and were making the most progress. Work was being undertaken with the 'High' attainers to stretch them. Attainment across all levels was higher than benchmark, including 'Low' attainers who were currently a whole grade above their baseline expectations. <p>Land-based Transition matrices</p> <ul style="list-style-type: none"> The report showed the following results which would be built on for all core subjects: <ul style="list-style-type: none"> * 1 student failed * 97.37 expected and above * 81.53 above expectations. 	AM
<p>6.</p> 	<p>MANAGEMENT ACCOUNTS TO 31 DECEMBER 2018</p> <p>The Management Accounts to 31 December 2018 were SCRUTINISED, and the following points NOTED:</p> <ul style="list-style-type: none"> Income was slightly below target, with expectations that student travel would 'net out'. Teaching costs were currently £14K over budget Projection The Deputy Principal (Finance & Corporate Services) KMC advised that an adjustment had been made in February for the additional numbers which was more than the budgeted amount. However, the downside was that there would be a clawback for non-delivery. It was noted that the ESFA had not applied the lagged funding mechanism in-year which was contrary to normal. The projection was that income would be broadly in-line with the budget, once transport was taken out. The Business Manager had undertaken detailed work on pay costs which provided an accurate projection that they would be under budget. Non-Pay was largely in-line with budget with no issues to highlight. The GB was pleased to note the projection of £21K surplus and if this could be delivered it would provide a good base for the future. <p>Cashflow</p> <ul style="list-style-type: none"> It was noted that Cashflow had been adjusted to include the increased numbers 	

	<ul style="list-style-type: none"> The School was operating with a buffer in excess of £100K 	
4.55pm	<i>Kaye Chittenden joined the meeting.</i>	
7.	<p>DEVELOPMENT PLANNING</p> <p>The Principal confirmed that there had been a positive consultation for the Years 7 and 8 bid which proved the need for the change of year. She shared the documentation that had been sent to the Regional Schools Commissioner (RSC) for the second attempt. Following this two day's notice had been given for the submission of further information and an Action Plan had been formulated showing actions developmentally within the Risk Register. In addition a full 3 Year Budget had been submitted which had included a transition year, which would realistically be three years, and it had highlighted small surpluses of contingency funding. It was agreed that the documentation would be shared on GVO. The Principal advised that she had invited the RSC to visit the campus which had again been declined.</p> <p>It was noted that the bid would be considered at the next HeadTeachers Board, and if successful the Admissions Policy would have to be amended. It was agreed that the request for further information was positive and if successful, a re-launch of the DSS would be considered to market the new year groups.</p> <p>It was agreed that accommodation and space would still be a huge issue, but the school required additional students to gain the further funding that would enable expansion. The Principal KMC added that the College could assist working on efficiencies within the timetable. It was agreed that this would be discussed further at the next meeting.</p>	<p>VG</p> <p>VG</p>
8.	<p>WORK EXPERIENCE/EMPLOYER ENGAGEMENT</p> <p>The Principal advised that the number of employers offering work experience had been highlighted within the bid. It was also noted that the Year 11 students were coming to the end of their work experience which had been very successful, where another side of the students could be seen, and good feedback had been provided. The Principal added that these students would not want to return to the school from work experience but they had to concentrate on their academic studies in readiness for their examinations.</p>	
9.	<p>EXCLUSIONS</p> <p>It was noted that unfortunately two students had recently been excluded for the DSS, and a Governors' Panel had been held which had agreed to uphold the decision. Governors agreed that the issue could not have been ignored and a strong message had to be sent out. The Principal advised that students were undertaking Personal Development every week to understand the issues which overlapped with the older KMC students. The Principal KMC advised that the KMC policies were also robust and there were coherent estate policies. The Principal confirmed that the two students were still being supported</p>	



	<p>with their vocational studies at the Learning Centre, and it was understood that they were doing well.</p> <p>The GB questioned what impact the exclusions had had on the school and the Principal advised that there had been a lot of discussion, but the fact that the issue had been pre-meditated and had been reported by younger students the exclusion was sound and sent out a strong message.</p> <p>It was noted that the Clerk had carried out further Exclusion training and the following further actions were AGREED:</p> <ul style="list-style-type: none"> • The Behaviour Policy must be reviewed annually. • A contingency should be set aside for any future appeals • The School Policy should be made clear at any induction with students. 	
10.	<p>CORPORATE RISK REGISTER</p> <p>The Corporate Risk Register was NOTED, as a significant document with developmental measures now included, and was an action plan in its own right.</p> <p>No additional risks were NOTED.</p>	
11.	<p>ANY OTHER BUSINESS FOR REPORT</p> <p>The following further business NOTED:</p> <ul style="list-style-type: none"> • The Principal KMC advised that he had met with the Stinsford Parish Council earlier in the week for discussions around the College Masterplan. He confirmed that the parish council had no issues with the Years 7 and 8 bid. • The Principal KMC also added that KMC recruitment was positive and this should reflect on the DSS. • It was noted that the College had changed its term dates for 2019/20 with students returning one week later in September, and this had been shared with the DSS. • It was noted that the Dorset County Show would have an area labelled 'Fabulous Food and Farming' and it was hoped that DSS students would be able to assist in this area where they would be more visible rather than the helping in the arena. It was a family area and students would be able to talk about their experiences in the school. 	
12.	<p>2018/19 MEETINGS</p> <p>The dates for 2018/19 meetings were NOTED:</p> <ul style="list-style-type: none"> • 2 May 2019 • 4 July 2019 	
<p><i>The Meeting closed at 5.45pm with no further business</i></p>		





Chair Date

