

MINUTES

BOARD: Full Governing Board of

SCHOOL: Dorset Studio School

DATE: 10th February 2022

TIME: 4 pm

VENUE: Virtual

ATTENDED: Andrew Daw – Chair
Mark Gibbens (MG)
Paul Green – Principal
David Humphreys (DH)
Annetta Minard – Executive Principal

ALSO PRESENT: Rosie Pike – Observer
Tracey Richards – School Business Manager
Stacey Fountain - Clerk

The Code of Conduct for Governors requires governors to be honest and open with regard to conflicts of interest (either real or perceived). Governors must not use their position for personal gain in business, political or social relationships. Therefore, a governor who has, or may be perceived to have, such a personal interest in a particular matter under consideration should declare that interest, withdraw from all discussions relating to it and take no part in any vote on such matter.

Items marked * are those in which a majority of Governors may have an interest because of some shared attribute. When considering these items, Governors should aim to achieve a balanced view, paying particular attention to the sources of information and advice, and remind themselves of their duties as governors and to act in the public interest.

The meeting commenced at 4.16 pm

Item	
1	Welcome and Introductions Those present were welcomed by the Chair.
2	Procedural items: 2.1 Apologies for absence - Apologies were received from Kaye Chittenden. No apologies were received from Joanne Manley. 2.2 Confirmation of Quorum - The meeting was confirmed as quorate. 2.3 Declarations of interest for this meeting - No pecuniary or personal interests were advised for any agenda item for this meeting

3	<p>Any other business: To consider any urgent items of business that need to be added as AOB for the end of the meeting</p>
4	<p>Minutes: The minutes of the previous meeting on 7th December 2022 were approved and signed.</p>
5	<p>Matters Arising from the Minutes: There were no matters arising from the previous meeting.</p>
6	<p>Correspondence – There was no correspondence shared</p>
7	<p>Progress & Attainment KS4 summary – The staff are currently reviewing the year 11 autumn data. Year 11 are performing as expected and on target. They also have a positive progress score. When the teacher assessed grades were issued last academic year the school learnt the benefits of external moderation and plan to continue to do this. 1 student has been removed from the school’s roll. It was explained that the last formal external examination grades were completed in 2019 due to Covid-19. Against this 2019 data, Progress 8 is 0.11. Progress 8 for PP is 0. Higher attainers Progress 8 is 0.11, which represents underachievement in relation to the cohort.</p> <p>Q – A governor asked when the year 11 mocks were completed? A – The Headteacher confirmed they were completed in November/December 2021. This enables Heads of years to focus on particular areas of development with the students before sitting more mocks before the examinations.</p> <p>KS3 analysis – KS3 analysis data was provided in advance of the meeting. No Key Stage 2 SATs have been schools due to Covid-19 so the school are unable to utilise this data for KS3 students. The school are working with national agencies to look at the data and get a better understanding of the results. Year 7 and 8 are progressing as they are expected to. Year 9 are slightly below expectations.</p> <p>Attendance – It was explained that since the school reopened in September 2022, the DfE has monitored attendance and national figures are published fortnightly. 11th November 2021 and 6th January 2022 – the school’s attendance was above the national average. There are 11 Covid-19 related absence codes for the school to use. Attendance is very complex and time-consuming and the Headteacher thanked the pastoral team</p>



	<p>for their hard work. The school have now appointed an education and attendance welfare officer.</p> <p>Q – A governor asked if the Headteacher feels that the school is reaching the end of the Covid-19 anxiety within pupils? A – The Headteacher explained that they have a good pastoral team in place to support the children as well as Safeguarding support. The support staff structure has also improved. Anxiety is a concern across all schools nationally with fewer resources available from the local authorities. The school have a weekly graph of week-by-week Covid-19 cases</p> <p>Characteristic group progress – SEND/PP/MA Progress 8 for PP students is 0 For the whole school Progress 8 for SEN pupils is 0. Attendance for all characteristic groups is higher than the national average</p> <p>The Headteacher will continue to provide the documentation in the same format. The governors agreed they like to format provided.</p>
8	<p>Strategic Development School Improvement plan – All governors received a copy of the SIP in advance of the meeting. This is continuously updated with a more in-depth analysis every three years. The Executive Principal provided detailed information to support the document including the priorities and performance indicators. All objectives have been RAG rated to evaluate progress towards their full implementation. It was explained that anything coloured amber, means that work is still continuing in this area. The SIP is underpinned by detailed action plans across senior and middle leadership.</p> <p>Q – A governor asked for more detail on the Gatsby Framework. A – It was explained that Gatsby uses 8 benchmarks for schools to work towards. The school have purchased a careers benchmarking programme software to enable them to record the skills of all pupils from year 7 and above. More detail was provided at the meeting.</p> <p>Self Evaluation Form – The Executive Principal provided the SEF in advance of the meeting and provided detailed information on the development plan and what the senior leaders and middle leaders are doing to achieve their goals. The Chair noted that the Governors are required to contribute to the document.</p> <p>It has been agreed that an updated governor skills audit is required.</p> <p>ACTION – All governors to complete a skills audit by the next FGB meeting.</p>

	<p>Building's update – The planned extension did not go ahead due to Kingston Maurward Barns meaning the bid was lost for this funding. To build the new school, more funding is required. This is ongoing. The Executive Principal is expecting another update March 2022 and has asked for a contingency plan.</p>
9	<p>Financial Management Management accounts - Financial management accounts were provided in advance of the meeting to the governors for the period upto 31/01/2022</p> <p>The following was noted: -</p> <ul style="list-style-type: none"> • The school have received more PP funding than expected. This is due to the October 2021 census showing more students eligible • The school have received additional EHCP funding due to the increase in the number of students. • The school are still waiting for the DfE to allocate the additional split site funding. Detailed analysis has been provided and it is expected that the agreed £530,000 per annum, will be forthcoming shortly, which will increase cash flow to expected levels. Monthly returns are being forwarded to the DFE to enable reimbursement for the additional costs. • There are 2 ongoing projects at the school. <p>1 - being the school gates at the Poundbury site. These were not updated when the renovation work was carried out. The entrance is a shared access with another company and the manual gates are proving not to be an adequate access arrangement, therefore the school are discussing the replacement of these gates with the DfE and the school are hoping the DfE will fund 50% of the related costs. Quotations are currently being obtained.</p> <p>2 – The school are getting quotes for a MUGA court as there is only 1 indoor sports hall and this will be needed during examination periods. The best value option was £38,000 and work is expected to be completed on 18th March 2022. Several quotes were investigated but very few companies would take on such a small-scale project, therefore only 2 were available for comparison. The Business manager asked if the Governors were able to approve the MUGA on this basis. The details of the all communication is available.</p> <p>The governors approved the mugger.</p> <p>Staffing - Supply staff expenditure has increased due to Covid-19 related absences, long term sickness. The school will be advertising for positions of Cover Supervisors going forward. This will also benefit staff welfare</p>

	<p>KPI is 77%. This is due to various school vacancies at the present time. The expected KPI would be between 80 – 85%</p> <p>Covid update – There are 3 staff off at the time of this meeting due to Covid-19 and 14 pupils. The school continue to follow up to date guidelines and complete Covid-19 daily returns to the DfE.</p>
10	<p>Specialism Overview of the curriculum delivery of the specialism – to note DH provided an overview of the programme and how they are preparing students for qualifications.</p>
11	<p>Exam Timetable – to note The exam timetable has been published and will be shared with the students after this meeting.</p>
12	<p>Literacy action plan – to note It was agreed due to time restraints to discuss this in more detail at the next FGB meeting.</p> <p>ACTION – Literacy action plan to be discussed at the next FGB meeting.</p>
13	<p>Numeracy action plan – The action plan was shared in advance of the meeting with the governors. A Governor requested that it should be further developed and contain the detail of the literacy plan. This will be discussed at the next meeting.</p>
14	<p>To be provided in advance for information – INSET agendas It was explained that due to the Queens Platinum Jubilee, schools have been asked to allocate an additional day's holiday throughout the year. The school suggested 29th April 2022 which the governors approved.</p>
15	<p>Commemoration day date – for approval – As above.</p>
16	<p>Any Other Urgent Business (AOB): As agreed in advance in item 3 above</p> <p>Q – A governor asked if safeguarding can be added to all future agendas? It was agreed to add this as a future standing item to future agendas.</p> <p>ACTION – Safeguarding to be added to all future agendas.</p> <p>Q – A governor asked if there is any update on the possibility of becoming a MAT?</p>

	A – It was explained that the Executive Principal has discussed the issue with the DfE, who are aware of the sensitivities associated with the matter. This will be followed up before the next meeting.
	Meeting Dates It was agreed that the next meeting will be on 28 th April 2022.
	The meeting was adjourned by the Chair at 6.10 pm

Matters arising from the minutes of the Full Governing Board meeting held on 10th February 2022.

Item	Action	Actionee	Status
8	All governors to complete a skills audit by the next FGB meeting.		
12	Literacy action plan to be discussed at the next FGB meeting.		
16	Safeguarding to be added to all future agendas.		

Outstanding items:

Item	Responsible	Status
No outstanding items.		