
Minutes – Digitech Academy Council

Version: Draft

Issue Date:

Meeting Date: 21 February 2017

Location: Digitech Studio School Bristol

Time: 4.00

Chair: Chris Smith (CS)

Chair

Attendees: Pam Kaur (PK)

Academy Business Manager

Lis Jolley (LJ)

Principal

Mandy Ward (MW)

Parent Councillor

Helen Shellard (HS)

Parent Councillor

Esther Tyler Ward (ETW)

Teacher Councillor

Richard Clutterbuck (RC)

Executive Principal

Minutes

Item	Description	Action
1	Introductions Administration and Apologies	
	Apologies were received from Dragan, Tracey France, Andy Ling and Lis Anderson	
2	Declarations of Interest	
	<p>Andy Ling (Member of staff in the CLF)</p> <p>Chris Smith – Managing Director of Marshfield Bakery. Stand to gain commercially from engaging with Digitech Students, either through the provision of work experience placements or the delivery of successful immersion week projects.</p> <p>Academy Councillors signed the attendance and pecuniary interest form.</p> <p>Pam Kaur to be sent pecuniary interest form Helen Shellard to be sent pecuniary interest form</p>	<p>KA KA</p>
3	Minutes from previous meeting	
	<p>22 November 2017</p> <p>Minutes were approved and Chris Smith signed them off</p>	
4	Matters Arising	
	<p>CS: Mark Boreman non-attendance (update AC) Mark has unfortunately resigned due to work commitments</p> <p>CS: To liaise with Senior ABM regarding who should attend future AC Meetings Pam Kaur has been appointed Academy Business Manager and will attend future meetings</p> <p>Carry forward to next Academy Council Meeting due to non-attendance:</p> <p>TF: Attendance to DSSB to view classes and drop in session AL: Attendance at CPD session AL: To attend next CPOMS meeting (Update AC)</p>	

5	Principal Report	
	<p>Lis was welcomed to her first academy council as Principal of DSSB.</p> <p>SLT had contributed to the Principal Report. It had been requested that going forward the Academy Council Meeting is known as the Studio School Council (DSSC) and this was approved by the Council</p> <p>Improvement plan priorities didn't necessarily match so we have honed priorities for our year 11 outcomes and Pupil Premium students.</p> <p>We need to recruit to break even. Currently we have recruited 40 into Year 10 and 12 for Year 12.</p> <p>Q: Do you have any info data regarding Term 3? HS</p> <p>Very little difference but should see some improvements in English and Maths after the mocks.</p> <p>The recent SEF – put DSSB at the require improvement category. We have hard data on behaviour welfare and personal development and this is good, but other areas require improvement. It is difficult to view Teaching and Learning as good, if outcomes are low. We have solid good teaching at DSSB but the students here are all on different journeys.</p> <p>Q: Is this a harsh judgement especially as the DFE reports have been good?</p> <p>It might be harsh but logical, a lot of time has been spent on plans and progress. 80% of teaching is good and we must continue that trend. Key groups have been underperforming but some groups are doing ok but High Achieving Pupils and Pupil Premium dropping out we have a term to turn around.</p> <p>RC: This is a picture of where we are now but echo on what LJ has said. Obvious outcomes in year 11, clarity in place, Ofsted will comment on what is needed to be good, can't say more than what has been said. We are waiting to see the impact.</p> <p>Revised CPD to focus on High Achieving Pupils and Pupil Premium – going back to basics, to see the gaps in education. Maths has been very poor but this may be due to inadequate supply teacher. Gareth Williams has been doing a good job and there is a rapid improvement plan to improve results.</p> <p>Q: Is there a focus on Pupil Premium and is there intervention for everyone?</p> <p>Linda Culling has been temporarily employed and working with High Achieving Pupils and Pupil Premium target group, catching up the top end.</p> <p>A glimmer of hope is we don't know percentages of a 4 or 5 in new GCSE. 5 is approximately a B. 9-4 64% of students predicted to achieve this. The challenge is to move C/D students to high C's in old money – lots of students getting English so maths is the problem. Low attaining girls are doing better. The Child in care has a tutor for 4hours and should get basics. Low priority girls doing better in terms of progress but not attainment.</p> <p>Progress 8 v Attainment of actual grades. No students are taking the EBACC With regards to Pupil Premium, only 43% making expected progress. There has been some confusion about where children come in at KS3 level.</p>	

<p>(For information for AC members – value added = where the child has come in and should be as near to 1000 as 975 is not very good).</p> <p>Bucket 2 predictions are good, DSSB are bucking a trend across the CLF in this respect.</p> <p>Q: Are you over anticipating? How do we know they are secure?</p> <p>There have been regular meetings to check progress</p> <p>Q: What about student’s books?</p> <p>Data drops data going down. They are secure but they have been moderated but there are concerns that the predictions have gone down with each data drop but expect them to flat line. CLF working with bucket 2 leaders.</p> <p>Q: Is there not enough moderation? CS</p> <p>In line and use other resources and share learning across schools.</p> <p>Q: Is there enough challenge and support? RC</p> <p>Pupil Premium gap is low (25 students) and we are bucking trend across CLF, making progress in line with cohort. If there is a negative we really need to nail Maths for the one looked after child.</p> <p>Q: How have you bucked the trend?</p> <p>2 things, small cohort so perhaps the data not as reliable. When you have under 70 students you know them well. All have some of the strategies that improve Pupil Premium outcomes. Scale of school bringing up and Pupil Premium high on agenda. Everyone notices what happens.</p> <p>It was noted there had been a marked difference since September 2017. Pupil Premium marking is prioritised, and teachers have clear seating plans. Stickers have been used and a coming together.</p> <p>There are three areas that have supply teachers (History, French and Product Design/ Graphics). The latter is of particular concern. Teaching in French is outstanding and History is improving.</p> <p>This is the last time DSSB will do French and there will be no language offered from 2017.</p> <p>Q: Why will you not offer a language? CS</p> <p>2 key Government measures, basics above a grade 5 and progress 8. Squarely designed for bog standard schools. Studio schools are different and not always able to offer everything. Bucket one double counted, performance in 2 buckets, worse performing is bucket 3 which is what the studio school is about. We have to think about what subjects students who come here will want.</p> <p>Q: With regards to language how many will have wanted to carry on with it? Example, is language more important than humanities? MW</p>
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<p>Humanities you have to provide arguments, one of the key benefits of language is how you appreciate it at a global level.</p> <p>Q: Is it possible DSSB could run an after-school language club?</p> <p>Our basics is the focus, and the various subjects offered at bucket 3 drives it forward. We physically can't run a language course financially. We need to focus on being the best at what we deliver. We want to invest in employability and work with adults and projects, not trying to do the same as a standard school</p> <p>Q: Do we know what % of young people who take languages across the CLF?</p> <p>Bristol Met all students do a language, JCA 30% of students, similar number at Kings Oak. Initially the Government expected all students should do a language then Government took a back step.</p> <p>Post 16 is a little cause for concern. There are 12 students in Year 12 and 9 in Year 13. These students were promised work experience and p16 quality. Year 12 are happy, gelled as a group, they are gaining independence, doing quite well in most areas.</p> <p>Product design and art are however very poor. Looking at transferring to a new course. It's a diploma, well recognised, and still get the points for a University course. We have been working behind scenes to introduce a new course called Creative Media. Boom satsuma will be coming into DSSB to offer advice. This diploma will allow students to get into University or apprenticeships. This course will allow them to get where they want to be. Sits very well with the DSSB ethos. We want to deliver what we promised but will enhance the students learning.</p> <p>Q: Will students be able to transfer their previous coursework? MW</p> <p>Yes, the work previously done is transferable. We have spoken to students this week, Boom Satsuma will be in DSSB tomorrow, and students will be given the option, followed by a letter to parents on Friday, to invite them in and meet with Boom Satsuma.</p> <p>Q: The curriculum incorporating Art/Design – is it generalised? CS</p> <p>This is digital art, so its lens based, (ideas, communication and pitches) based on real life situations and marketing.</p> <p>Q: Is it achievable? CS</p> <p>Very achievable for students as they aren't in the low prior attaining bracket. The course is equivalent to two A Levels but can drop to one.</p> <p>Q: Kit wise why are there no Macs? What is being done to get them?</p> <p>We have been working this and it is noted it is NOT good for Teaching and Learning to not have MACs for students to use, especially in the creative media subjects. We are running a works offer, creative media immersion for next year's 12 and MACs are a necessity.</p> <p>As an add on, DSSB is part of the whole CLF and there are 100 courses on offer across the Post16 provision. There is scope for next year's Year 12 to study courses at both DSSB and CLF P16</p>

Q: Will DSSB take students from CLF? HS

Some CLF students may want to take Physics, so we can make use of resources by a student going to another Academy to study that subject.

Q: Do you offer Cyber security as a subject?

It qualification, year 12 now and next year's year 12 it will be.

There have been 6 or 7 University offers for current Year 13 students.

It was noted by the Council that part of the attraction of DSSB is they aren't part of the CLF Post16. If you are selling it you may lose some of the students,

There have been 40 students requesting a place for Year 10. It was agreed DSSB would re look at the recruitment plan.

Attendance is at 93%. The Vice Principal is involved with stern letters going out to parents where attendance has dipped. There are also rewards in place for 100% attendance, including a £10 amazon voucher and golden tickets (towards end of year visits).

Staffing: Product Design teacher has been recruited to take a Fixed Term contract. A further recruitment will take place shortly. The history teacher is currently on maternity leave and this is being covered by a long term supply teacher.

Following a parental voice, it was noted students felt safe at DSSB

Project immersion week where students engaged with employers
There was a business breakfast, Smurfit Kappa were there as partner company. Also representatives for Mensa, Bottleyard, Mr b and friends, all creating opportunities for students.
Year 10 work experience, 66 out of 67 students have placements.

Following a walk around the school, it was noted it didn't feel like a school. Students were totally engaged including an English poetry session.

HRH Princess Anne will officially open DSSB on 28 February 2017.
Mary Massey will be visiting DSSB on 13 March and LJ will provide an update to AC at the next meeting.

Last Week of Term

LJ advised the AC that prior to her appointment as Principal, staff had been promised a week off due to the extra hours of teaching per week (29 hours), which is beyond other CLF staff who work on a 1265 hours per year. Whilst it was recognised that the extended day is a good thing (it was noted students end up doing more work and prepares them well for work), the AC appreciated staff are doing longer days and LJ felt she needed to honour what had previously been promised.

	<p>Various proposals were discussed as to how this would be accommodated. Year 11 will have finished their exams and Year 10 are on work experience during the penultimate week so staff could be given that week although the CLF conference takes place on the Friday (an inset day for students).</p> <p>It was noted that parents would not be very happy if students had the final week of term off as many would have booked holidays to start at the end of term.</p> <p>Options discussed were taking the students away for the week on a team building residential, holding in house activities with skeleton staff (CRB Volunteers), allowing staff to have the last week of term off, an extra week of work experience, or hold a Duke of Edinburgh week.</p> <p>LJ agreed to review and come back to the AC.</p>	
6	Student Voice	
7	Governance	
	<ul style="list-style-type: none"> • Positive Handling (Agreed) HS: do all staff need to be trained? Not all staff need to be trained. Maybe need 2 or 3 members of staff. Any more can aggravate the situation. • Pupil Premium (Agreed) • Health & Safety (CLF adopted version) (Agreed) and Policy Arrangements form (Agreed) MW: Are all contractors and visitors advised of the H&S policy? There is a Health and Safety leaflet given out. <p>It had been noted that whilst this is a non-smoking site, children come out of gate and spark up their cigarettes then walk past the Primary school at the end of the Drive. LJ agreed SLT will go out on site to review.</p> <ul style="list-style-type: none"> • Lock Down (Agreed) <p>It was suggested that during the next practise the 2nd person named in the policy “hides away” in order to see what happens and if there is a need for a 3rd layer in the process.</p> <ul style="list-style-type: none"> • Whistle Blowing Policy (Agreed) • Homework Policy (Agreed) 	LJ/SLT

	<p>Homework seems inconsistent across DSSB.</p> <p>LJ advised it is getting more consistent – including using the Show my Homework tool. Homework is however being reviewed</p> <ul style="list-style-type: none"> • Safeguarding Policy (CLF adopted version) (Agreed) • Special Educational Needs Policy (Agreed) <p>Page 8 says about the Grange – needs to be amended prior to publication</p> <ul style="list-style-type: none"> • Critical Incident (CLF adopted version) (Agreed) <p>Page 11 refers to Kings Oak Academy – needs to be amended prior to publication.</p> <ul style="list-style-type: none"> • Fire Policy (created by PCS) (Agreed) • Sex and Education policy (Agreed) 	<p>LJ</p> <p>PK</p> <p>PK</p>
8	Strategic Developments	
9	Finance	
	<p>Pam gave her first council update on Financial matters – copy of her out turn attached.</p> <p>Out turn cost saving of £3,000 against pupil numbers against what we have. Following the curriculum change it is feasible there may be more savings with staff and resources.</p> <p>External cleaning – this is very expensive so currently advertising for internally recruited. This will half the cost and will provide better coverage with enhanced cleaning.</p> <p>The budget setting will take place in March.</p>	
10	HR and Well-being	
11	Safeguarding	
	<p>Emma Robertson has provided a safeguarding paper. Very few safeguarding issues on CPOMS No questions raised from the AC.</p>	
12	Equality and Diversity	
	<p>Some students will only be put forward for AS Levels rather than a full A level, this will be in consultation with parents</p>	

13	Site/Legal/health	
	<p>The Health and Safety team consist of Lis Jolley, Pam Kaur, Esther Tyler Ward and Chris Smith. The team meet 3 times per academic year.</p> <p>Following the Health and Safety Audit, they advised some policies are out of date, including the Fire Policy which was reviewed and approved at this meeting. Some risk assessments needed to be completed, along with First Aid training. Next visit is in 3 months' time.</p> <p>Two unannounced Fire Drills will be carried out before the end of the academic year.</p>	
14	Matters for the Attention of the Board	
	none	
15	Any other Business	
	Next Meeting: Tuesday 23 May 2017 at 4pm	