

The Swanage School

MINUTES OF A MEETING OF THE COMMUNITY & ENGAGEMENT COMMITTEE

Held on Wednesday 5th October 2022

Present: Amanda Rowley (Chair), Laurie King, Jenny Maraspin, Catherine Starmer-Howes, Rachel Tapping

In Attendance: Alex Duke, Sue Fletcher, Dan Parker (parent governor observing), Sophie Weld-Davies (Clerk)

Item		Action	Lead	By
CE I.1	Apologies for Absence There were no apologies for absence.			
CE I.2	Declarations of Interest There were no declarations of interest.			
CE I.3	Minutes of the Last Meeting The minutes of the meeting held on 4 th May 2022 were confirmed as accurate and signed			
CE I.4	Matters arising & Actions <ul style="list-style-type: none"> SF (Sue Fletcher) said that the website is due another look through and apologised that this had not happened yet AR is due to have a meeting with Connor Butler regarding clubs. There is funding for engaging with primary schools but not with secondary schools. JM has put in a request for a 4th minibus to enable the school to transport teams to matches and will speak to Andrew Thomas At the Education Swanage AGM it was discussed that SF would produce promotional material to get the community more involved however this has not happened yet due to extraordinary workload. At present there are enough members to meet the requirements of Education Swanage. SF continues to post on social media and the next banner in front of the school will be how to become a governor or member of Education Swanage. The next AGM is in January. 	To meet with CB	AR	Feb 23

CE I.5	<p>Careers & Apprenticeships</p> <p>AD reported that The Swanage School won best school in the area which was unexpected. The Swanage School must operate within the Gatsby framework where students are exposed to employment. The school gets audited on this, and it meets or exceeds targets. The auditor is aware of the schools remit to embed careers into the curriculum and students have meetings with a career advisor. This will be rolled out in more detail this year. The careers advice is available to all students but not all students take it up. So far 90% of Y11 has an action plan and most of Y10 will have one by Christmas. This will then cascade down to Y9 and Y8. Students are supposed to do early research into careers during Crew time, for example, all Y7's should understand the terms education, employment, and training by the end of this term, by setting the language the students can then have constructive conversations with the advisor.</p> <p>Answering a governor's question about students who do not know what they want to do, AD replied that there are zero expectations of what children want to do and that is what the careers advisor is for to give ideas about different sectors for students to explore. If they still do not know by Y11 then there should be a strategy in place for the next steps.</p> <p>In terms of being an apprenticeship provider then no, The Swanage School is not but getting students into apprenticeships is an area to expand. The school has been approached pre pandemic for students to apply for apprenticeships but nothing since. The Chair spoke about the apprentice fair in Bournemouth which was good but not accessible for schools to take students.</p>			
CE I.6	<p>School Uniform</p> <p>It was agreed in a previous FGB meeting that the school would move uniform provider to The Purbeck Media Group. The next step is to firm up ideas on what the future uniform would look like as there was a string mandate to change from the uniform survey. AD reported that at present school uniform across the country tends to be either suits or no uniform at all but nothing in between so SF and AD were looking at a more casual but smart uniform, contemporary and dual use, and better value for parents. SF has asked PMG for samples, but these are coming from their workwear catalogues not school uniform. The samples included a zip up fleece which would have a logo added to it, chinos, and a long sleeve top but they are still looking at what is available elsewhere. SF and AD will present the more casual uniform and more normal uniform to the FGB in December.</p>			

	<p>In response to a governors question as to why the change was happening it was explained that there had been issues with the current uniform supplier with both delivery and the uniform style. Feedback from the uniform survey was that the uniform was uncomfortable, did not fit and was expensive. There needs to be a move to a more cost effective uniform that is less work for staff to get the students to look tidy. The students would be involved in the logo design. Staff would also appreciate a more relaxed smart/casual uniform.</p> <p>One of the governors informed the committee that he had experience with working on branding shirts and often the client would get a higher spec shirt to brand as they lasted longer but the cost was not a lot more than the cheaper options. He was happy to work with SF and AD on the branding side.</p> <p>(Alex Duke left the meeting)</p>			
CE 1.7	<p>Admissions & Marketing Report (Item 1.8 will be included in this item)</p> <p><u>Admissions</u> There are now 340 students at The Swanage School with 72 in Y7. Since the start of the academic year there have been 16 in year transfers with possibly more after half term. This up from 316 last year. The capacity of the school is 420.</p> <p><u>Open Evening</u> SF reported that the open evening went well with between 130 and 150 families attending which was similar to last year with the feedback being positive. The Chair thanked SF and JM and all the staff for their hard work. The student deployment for the evening changed from last year to be more selective and structured. They had to sign in and out, look smart for the whole evening and had a base room rather than wondering around the school. There were three current Y7's and two past students in the Atrium to answer any questions. The food that the catering GCSE students produced was fantastic building on the PBL (Project Based Learning) event. The PE department was busy all evening. SF is now working on getting people in for tours with the priority being for those who did not make it to the open evening. Prior to the event SF had delivered brochures to all the Purbeck primary schools and received valuable feedback from them.</p>			

Displays

SF has worked extremely hard to put the displays around the school with more to go up soon, promoting PBL and sport as well as updating the alumni wall and completing the display in the English corridor.

Publications

SF is starting to bring all the publications more in line, the brochure, Making Waves, and the school's first book. The last two copies of Making Waves had 1300 copies printed and these have almost gone. There is a stand in the Co-Op which SF regularly tops up.

Library

Satellite libraries will be established in departments around the school with books relating to that department, for example science fiction novels will be in the science department with reading areas also being set up around the school. There has also been a £1000 donation from the Grammar School Fund to use on books.

Social Media and website

This is an ongoing project. There has been good engagement with posts online, including the Swanage Facebook pages. Not everything goes online it is more information about the school.

Primary Outreach

There are two types of outreach, either going to the primary schools or them coming to The Swanage School which is the priority as it can give a better experience for the children due to the facilities. Connor Butler and John Gregory are a good team and will be working on a sports programme. JG has many contacts with the local community which is beneficial. The Head Breakfast has been reintroduced to network with the primary schools in the area. This gives a good steer in what the primary schools want and how it works, and this will help with putting a programme of events together.

Productions

	<p>Last year productions were A Midsummers Nights Fream, Joseph and his Technicolour Dreamcoat and Superglue. Promotion for this year's production of The Addams Family will be starting soon. The school now has a professional photographer on staff who is happy to get involved and there are also two keen student photographers.</p> <p><u>Local Community</u> The school is constantly growing links with the local community. The Duke of Edinburgh Award has been launched for Y9 and the Rotary Club volunteer co-ordinator will be working with the school to place students. JM would like to reintroduce to the Christmas tea party for the elderly community. One of the governors suggested that they might invite the local learning disability group as an alternative if there is still a concern around Covid.</p> <p><u>Other events</u> The July Challenge Day was based on a healthy planet and around 12 outside speakers were brought in to speak to the students. The Boilerhouse Gallery at Sandy Hill Arts in Corfe Castle held an exhibition of students' artwork in August and the committee was informed that The Purbeck Artisan Yard is now hoping to set up a school art wall for local schools.</p>			
CE I.8	<p>Marketing Plan Progress report To receive and consider</p>			
CE I.9	<p>School Development Plan and Operational Priorities PBL is still an operational priority, and PE outreach and the development of the media suite is ongoing but there is nothing specific in the SDP (School Development Plan) that should be on the committee's radar.</p>			
CE I.10	<p>Lettings SF will do a proper report for the Education Swanage AGM in January. The lettings income for the last year was £30,500 and expenses were £14,000. Most of the groups have come back post covid, one or two have stopped but these gaps have been filled by new clubs. The lettings in the evening are covered by Sam Stallwood, John Gregory, and SF. One of the new minibus drivers is also keen to get involved</p>			

	<p>once his DBS check comes back. At is looking at the cost of lights for the Astro pitch so hold more clubs. The atrium only has two weekly groups booked.</p> <p>The storage issue has improved. CB has sorted out the container that now stores the exam desks which frees up space in the sports hall cupboard. This is full but now organised. The changing rooms are now empty. There is a new concrete slop up to the container which means that equipment can be stored on trolleys and wheeled in and out</p>			
CE I.11	<p>Communication with Stakeholders</p> <ul style="list-style-type: none"> • Communication with parents and prospective parents are good. • Engagement with the community is going well • More action is needed regarding alumni • Two meetings a year will help Education Swanage members feel more engaged 			
CE I.12	<p>Risk Management</p> <p>The committee identified two risks to take to the Audit Committee</p> <ul style="list-style-type: none"> • Admissions • Reputational Damage 			
CE I.13	<p>Any Other Business</p> <p><u>PTA</u></p> <p>The PTA is a charity with one Trustee (AR). The Chair has been approached by two parents who want to get the PTA going again to fundraise for the school. The PTA is still of value to the school. JM is happy to go the meetings but is doubtful that any school staff would be on the committee but would be available to support any events. Previous popular fundraisers have included bingo, quiz night and race nights. The Chair will talk to AT to see how to get the PTA going again.</p> <p><u>Media Suite</u></p> <p>This will not be open until Christmas, but JM would like an opening event with some high-profile guests.</p> <p><u>10 years of Swanage School</u></p>	to speak to AT	AR	Feb 23

	<p>JM said that Tristram Hobson never got a retirement event due to the pandemic and suggested that the celebration of the 10 years could incorporate this. There are two possible dates, either September 2023 which is 10 years of the school opening at Harrow House or Easter 2024 which is 10 years since the school moved to its present site. There is the possibility of having a belated retirement do for TH in September with a meal out inviting previous governors and members and then having a larger event at Easter.</p> <p>With there being no other business, the meeting closed at 7.07</p>			
	<p>Next Meeting The next meeting will be held on Wednesday 1st February 2023 at 5.30pm</p>			