

The Swanage School  
**MINUTES OF A MEETING OF THE FULL GOVERNING BODY**  
Held on Wednesday 8 November 2017 at 5.30pm

**Present:** Amanda Rowley (Chair), Geoff Atkinson, Mark Hatto, Tristram Hobson (Headteacher), William Knight, Nicola Newman, Catherine Starmer-Howes, Carl Styants, Nicky Taylor, Isobel Tooley

**In attendance:** Sue Fletcher (Clerk), Jenny Maraspin (Deputy Headteacher)

Item	Action	Lead	Date
FGB 3.1			
<p><b>Apologies for Absence</b>  Apologies were received from Tim Marcus.</p>			
FGB 3.2			
<p><b>Declarations of Interest</b>  None.</p>			
FGB 3.3			
<p><b>Admission Arrangements</b>  The current Admission Arrangements had been circulated for review. The school needs to hold an Admissions Consultation as it is 7 years since the last (in accordance with Department for Education requirements).</p> <p>It was clarified that any student with an Education Health Care Plan who has named the school receives priority admission, as in the current arrangements.</p> <p><b>AGREED</b> to remove the paragraph stating that the school commits to abide by various codes as applied to maintained schools, on the basis that it is a potentially confusing and unnecessary statement.</p> <p>The process for consultation was discussed. The school is obliged to consult for a period of six weeks prior to 31 January 2018 and can do this via the website and writing to inform key consultees such as the local and neighbouring education authorities and catchment schools. Responses will be discussed at the meeting of the governing body on 7 February 2018.</p>			
FGB 3.4			
<p><b>Confidentiality</b>  None.</p>			
<p>The meeting closed at 5.45pm</p>			