



Local Governing Board Meeting Term 6
Tuesday 8th July 2025 17:00 – 18:30
Via Teams

Name	Position	Initials	Attended	Apologies	Absent
Rebecca Baldwin-Cantello	Co-opted Governor	RBC	✓		
Laura Binns	Head of School	LB	✓		
Astrid Forsyth	Co-opted Governor	AF	✓		
Roxy Hacker	Staff Governor	RH		✓	
Nina Haigh	Community Governor	NH		✓	
Tim Lewis	Co-opted Governor	TL	✓		
Sarah Philips	Executive Head Teacher	SP	✓		
Ana Popadic Masters	Parent Governor	APM	✓		
Alison Paul	Staff Governor	AP	✓		
Sophie Thompson	Parent Governor	ST	✓		
In attendance					
Becky Clay	Clerk	BC	✓		

Item	Minutes				Action
1.	Welcome & Apologies				
	Apologies received from NH and RH. Meeting quorate. Welcome AP as new staff governor.				
2.	Governance				
	1. Vacancy updates: ongoing vacancies for 1 x Co-opted governor and 1 x Community governor. These have been advertised via the Hub and to be advertised at Bath Uni in Sept.				Advertise Bath Uni
	What qualifies as “community” when seeking community governor?				Seek clarification from JB
	Do we require governors to renew their DBS every 3 years?				
	No but require safeguarding training to be completed every 2 years				
3.	Minutes of the last meeting				
	Minutes of the meeting held 13.05.25 were confirmed as an accurate record and signed electronically by the Chair.				
	2.0	Advertise governor vacancies via Hub and Bath Uni	BC	T6	
	4.0	Add data summary to T6 meeting folder	SP	T6	
	6.0	TL & AM to provide parental feedback on survey - share this with SLT prior to sending to parents	TL/AM	T6	
	9.0	Add governor training to T6 agenda	BC	T6	
	10.0	Share internet safety contact with SLT	AM	T6	

4.	Headteacher's Report	
	TL thanked SP and LB for their excellent report and requested thanks be passed to NS for her input to the SEN section. SP referred to her report. In addition: Do we have Reception numbers for Sept 25? Currently 22 (with 2 additional delayed entry requests for Sept 26). Likely to increase slightly. Data on Y1 Phonics and Reception GLD: 23% of those not passing Y1 Phonics were SEN, is this 23% of the 47% who didn't pass (i.e. approx. 3-4 children) or 23% of the year group? Confirmed 23% of the 47% who didn't pass. To reach Good Level of Development children have to meet many objectives and if miss one objective do not reach GLD. Many children starting Reception are a long way from meeting GLD goals. How are other local schools performing in this area? Difficult to make comparisons as different demographic intake. More meaningful to make comparisons with schools with similar cohort. There is a tool for this on Ofsted website. However, still worth considering national averages as these include all schools. With phonics and GLD pass rates being 30% under national average, what changes are being made and support offered to teachers, LSAs and pupils to close that gap? EY is a priority on School Development plan and writing, phonics and spelling are a whole school focus. Level of need within school increasing and high level of need in Reception Sept 25 cohort. In particular, gross motor skills, fine motor skills and writing are the areas where children are not meeting objectives. Pupils might make good progress but this is not necessarily recognised by assessment system. EY teacher meeting with EY advisory teacher and LA providing more EY training. Y1 phonics interventions are continuing. Moving to a different phonics scheme for 26/27 which is already being used successfully elsewhere in the Trust but need time to resource and train staff for this. Why are children entering Reception with a higher level of need. Is this still the impact of Covid? Complex reasons. Partly due to: • Parental mental health issues • Less time spent in nursery due to pressure on nursery places • Some schemes supporting young parents and families have been stopped • Societal changes Noted these issues affect all schools so do not hide behind these factors. Is the Trust considering the movement for screen-free schools? Aware of this but not a priority. Encourage balance between use of flipchart and whiteboard when teaching. Are Ipads being used for movement breaks? Yes, but will review this as was not happening previously. Children had cards with suggestions of different activities for movement breaks not involving a screen. Did the staff meeting on behaviour led by Ed raise anything new to consider? In particular, did it help address any of the concerns raised through the LGB parental survey? Ed talked about MPET context and gave some practical suggestions. Not new but good reminders and helpful for newer members of staff to hear. Also good opportunity for staff to share their feelings, air frustrations, hear different sides of story and build a bigger picture when chatting to SLT.	AF - research mobile phone free school movement in Germany

	How does the behaviour curriculum differ from the behaviour policy? It is concerned with teaching expected behaviour e.g. what does sitting and listening look like. LB recently shadowed staff at Parklands where this has already been introduced. Parklands previously had experiences very similar to MPET. The behaviour curriculum has empowered staff and led to a consistency in expectation from staff across the school. Are having less incidences of negative behaviour. Was the rolling out of the behaviour curriculum included on the feedback information sent to parents following the Governor parent survey? Yes. Will run parent sessions in Term 1 to explain the behaviour curriculum. Teachers/staff not aware of feedback sent to parents following parent/governor survey. Would be useful for them to know what focus came out of the survey. The decision was made by SLT to not overshare information from the survey with staff to protect them. Key themes have informed staff meetings and fed into consultations around behaviour e.g. with Ed from Brighter Futures. What is the Education Inclusion Consultant looking for? Are they 'checking' on the school or the pupil? Did they make any recommendations? Their role is to consult on individual pupils, suggest recommendations and review these. They look to see if all aspects of the Ordinarily Available Provision Document are in place. Often highlight that MPET is already doing a lot and have been occasions where they report MPET is already going above and beyond what would be expected and question why the LA have not implemented an assessment approach for a child. Was there any additional feedback from parents concerning the communication from governors on the results of the survey? One additional response highlighting the statistic of 60% of children feeling safe within school means 40% feel unsafe. This is a fair comment but important to be aware that there is a bias in the response rate to the survey.	SP share parent survey feedback with AP LGB T1 action 2nd part of parental survey in time for Oct parent evenings
5.	Finance Update Term 5 24/25	
	Governors noted the large spend on supply cover this academic year. This should reduce over the coming year as staffing position for September is strong with PPA time to be covered by a staff member, rather than by supply staff as per this academic year. May be a need for some agency LSA staff if receive more EHCP funding.	
6.	MPET 25/26 Budget	
	Is any surplus carried over to the next academic year? Yes, depending on what pot it comes from. Pupil Premium allowance has to be spent within the current academic year. CFO builds contingency into the budget for unexpected renovation work. The work to fix the damp in the kitchen is covered by insurance.	
7.	LGB Parental Survey	
	In future, request parents complete a survey for each child they have at MPET to improve usefulness of results. Use parental WhatsApp groups to increase participation. The survey was a successful exercise in helping governors to increase insight into parent view. Forced LGB to discuss issues and ask uncomfortable questions, in a supportive manner, and have positive impact on school. An example of doing governance well. LGB thanked SLT for their responsiveness to the survey.	
8.	Governor Training	

	TL has emailed all governors a NGA document which lists training under the following titles: Essential; Could; As and When. Aim for all to complete essential training (4 hours online) by September. Hope all governors will complete 1-2 topics from the “Could’s” over next 6-12 months and possibly complete some of the “As and When’s”. The expectation is that governors will spend on average 1.5 hours/week on their governance role. Concern that previous governors have resigned due to the level of commitment expected. Importance of being transparent from the outset concerning the expectations of the role and time commitment expected and to be clear on what is essential for the role as opposed to what is good to have. Briefings circulated by the NGA are very informative.	Complete essential governor training
9.	Health & Safety Visit	
	NH carried out Health and Safety visit during Term 6 with Claire Mansri, the Facilities Manager. There were no issues arising. The work on the kitchen should be completed by the end of August but there is a contingency plan in place for the first week of Term 1 in case the work overruns.	
10.	Additional Matters	
	Drop-in session organised by BANES on Weds 16th July concerning new resource base to be built at MPET. This session concerns the building alone, not the provision that will be available at the base. If planning is passed, construction will start in Jan 26 to be completed by Aug 26. MPET will furnish the building, staff and manage it. It will initially have 6 pupils with eventual capacity for 12, thereby increasing MPET PAN by 12. To attend a child must have an EHCP and admission will be in consultation with MPET. Will the MPET LGB have oversight of the new resource base? Unsure - see actions Discussed LGB dates for next year - plan to hold meetings alternately Monday remote, Wed in person.	Who will have governance of new resource base Suggest dates LGB 25/26

Date of next meeting: TBC

The meeting ended at 18.20

Minutes agreed to be a true and accurate record of MPET LGB Meeting, Tuesday 8th July 2025

Signed

Date:

	Actions agreed T6	Who by	Update
2.1	Advertise governor vacancies at Bath Uni in Sept	BC	T1
2.0	Seek clarification from JB as to definition of Community Governor	BC	T1
4.0	Research mobile phone free school movement in Germany	AF	T1
4.0	Share parent survey feedback with AP	SP	T6
4.0	Second part of LGB survey ready for Oct parents’ evenings	TL/AM	T1

8.0	Complete essential training on NGA by T1 LGB	All	T1
10.0	Who will have governance of new resource base	SP	T1
10.0	Suggest dates LGB meetings 25/26	BC	By end T6

	Decisions Taken
3:0	Minutes T5 LGB 13.05.25 approved