



**Local Governing Board Meeting Term 1**  
**Wednesday 8<sup>th</sup> October 2025 17:00 – 18:30**  
**In person at MPET**

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	√		
Ana Popadic Masters	Parent Governor	APM	√		
Alison Paul	Staff Governor	AP	√		
Sarah Philips	Executive Head Teacher	SP	√		
Sophie Thompson	Parent Governor	ST	√		
<b>In attendance</b>					
Becky Clay	Clerk	BC	√		

Item	Minutes	Action
<b>1. Welcome &amp; Apologies</b>		
	<ol style="list-style-type: none"> <li>Apologies received from LB. Meeting quorate.</li> <li>No pecuniary interests were recorded</li> </ol>	
<b>2. Governance</b>		
	<ol style="list-style-type: none"> <li>Election of Chair - TL nominated by RBC, seconded by SP, unanimously elected Election of Vice Chair - NH nominated by RBC, seconded by SP, unanimously elected</li> <li>Annual declarations and confirmations - reminder of where these can be found on GHub.</li> <li>Named governor roles:               <ol style="list-style-type: none"> <li>Safeguarding - AF has agreed to consider this role, to shadow TL during term 1</li> <li>SEND and Looked after Children - RBC to continue</li> <li>Pupil Premium - ST to continue</li> <li>Health &amp; Safety - NH to continue</li> </ol> </li> <li>Plans for filling governor vacancies. Discussion on this. Various governors have potential contacts.</li> <li>Mandatory Safeguarding Training – complete by 24.10.25</li> <li>New Scheme of Delegation and Financial Scheme of Delegation –for information</li> </ol>	<p><b>Complete confirmations asap</b></p> <p><b>Send info on governor roles to RH &amp; AF</b></p> <p><b>Safeguarding training by 24.10.25</b></p>
<b>3. Headteacher's Report</b>		
	Including: <ol style="list-style-type: none"> <li>Statutory Data Results</li> <li>SDP priorities 25/26</li> </ol>	



SP referred to her report. In addition:

The number of children with SEN is rising nationally. The government is preparing a White Paper on SEND which will outline government's proposed reforms and aim to improve the support available to children with SEN in schools. At MPET the percentage of children with SEN is higher than the national average but not unusual for the local environment. However, MPET is at capacity with what they can support.

**Have SLT fed this back to B&NES and to the Director of Education at B&NES?**

SP: Have fed back to B&NES through various routes.

**Can B&NES see the number of children with SEN within a school? Do they try and balance this number across schools?**

SP: Yes, B&NES see this number and track percentages but there is no maximum number for any school. Also numbers are rising nationally.

**Why are there only 16 children in Year 5?**

SP: Quite a few left at the end of the summer term and over the summer

**Have some left as this was a particularly challenging year group, with high SEN needs?**

SP: Not one of the classes with the highest percentage of SEN but there were various challenges/difficulties over the year.

MPET is very proud of last year's Y6 SATS results. There was a high level of need within this cohort and their results are a credit to what they achieved. Thanks to all the staff who inputted into this.

Phonics is a focus within the SDP. Looking to change scheme; expecting to receive training & funding for the introduction of the new scheme.

**Is there any correlation between green and orange areas in the statutory assessment data and resources?**

SP: No, maths was relatively easy for parents to pick up during Covid whereas reading/writing was more difficult.

AP: Online maths is also very popular.

SP: Writing is always the most difficult area, it often falls behind where reading levels are.

**Will any targets set be shared with LGB?**

SP: Yes

**Why is the percentage of GLD in EYS well below the national average?**

SP: There is a high level of need in this cohort. This level also likely to be low for the current year's cohort, again due to a high level of need. Working closely with an early years advisor and GLD is a focus point in the School Development Plan. MPET now meets the criteria to access the bespoke support package from BANES Early Years Team.

Important all governors, particularly new governors, look at SDP. MPET is likely to have an OFSTED inspection during the 26/27 academic year and LGB will need to be familiar with the SDP. There have been some changes to OFSTED inspections - the LGB will consider these over the next academic year.

**How are the weekly behaviours being taught each week?**

SP: Staff meetings & weekly briefing notes. SLT have carried out learning walks and provided staff with feedback. Aim for all staff to use similar language when reinforcing expected behaviour. Also shared with parents via Class Dojo

**Has behaviour improved?**

Movement round school has certainly improved, although it is necessary to keep reinforcing the expected behaviours.

SP: Continue to recap on expected behaviours. Some parents have commented that they are trying some of the strategies at home.

**Friends have approached parents via WhatsApp groups to seek class reps who will send communications from the Friends. Is this a school initiative?**

SP: This is a Friends rather than an MPET initiative. Reminder to governors to maintain boundaries if participating on parent WhatsApp groups. Information from these groups mustn't feed into LGB.

Concerning the nut trees on site, plan to erect fencing to reduce the risk. As an allergy aware school, have to act to reduce the risk where possible.

**Why is a member of staff on a 1-year contract?**

SP: This is due to the secondment of another member of staff; there is a possibility the position could become permanent.

Need to increase LSA capacity. The waiting time for a decision from B&NES as to whether an EHCP will be issued and funding awarded for a pupil is very long. In particular, there is a long wait for pupils to be assessed by an education psychologist. However, there is still the need to support the pupil in the meantime.

Resource base - the 1<sup>st</sup> consultation was led by BANES and all feedback only went to BANES. The 2<sup>nd</sup> consultation is being led by MPET. Comments are invited to be submitted via an email address which has been set up for this purpose. These will not be viewed until the end of the consultation process so unable to comment to governors at this point.

**Will the 10 places allocated by BANES be in consultation with MPET?**

SP: Yes, it will operate in the same manner as EHCP consultations; in theory, MPET could consult itself.

**Will the resource base benefit MPET?**

SP: There will be challenges but also positives. MPET could consult itself over some of its current pupils if parents desired a place at the resource base. The Resource Base will cater to SEMH needs. We hope to benefit from things like staff expertise and shared training opportunities.

As an inclusive Trust we need to turn the narrative to a positive, we are talking about just 10 pupils – in reality a small number compared to the rest of the school.

**Originally had thought the resource base was to be run by the council?**

SP: B&NES will fund the building and set up. MPET SLT will oversee it and recruit staff. Pupils will be offered a bespoke curriculum.

**What was the outcome of the B&NES consultation? Was this to decide whether it would go ahead or whether the plans for the building were viable? Concerns were raised over issues of shade and access to green space. B&NES replied to these queries but didn't say whether the building was going ahead. This has led to confusion and concern.**

SP: Advise people to share their concerns via the 2<sup>nd</sup> part of this consultation. The 1<sup>st</sup> consultation was dealt with by BANES.

<b>4. Safeguarding</b>			
Review requirements of section 1 of ETAT Safeguarding audit – Leadership One section of the ETAT safeguarding audit is to be reviewed at each LGB. Everyone is responsible for safeguarding, not just the DSL and named safeguarding governor.			<b>To be reviewed at LGB T2</b>
<b>5. Finance</b>			
1. Year end 24/25 2. Budget 24/25 No questions raised			
<b>6. Policies</b>			
To adopt; 1. Local Authority Safeguarding and Child protection Policy Voted unanimously to adopt this.  Trust Policies to note; 2. Relationships, Sex and Health Education Policy 3. SEND and Inclusion Policy 4. Supporting Children with Medical Conditions Policy			
<b>7. Minutes of the last meeting</b>			
<b>Minutes of the meeting held 08.07.25 were confirmed as an accurate record and signed electronically by the Chair.</b>			
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
<b>8. Parent Survey</b>			
This is ready to be sent out to parents. Results to be reviewed at T2 LGB			
<b>9. Additional Matters</b>			
None raised			
<b>10. Date &amp; time of next meeting</b>			
Changed to Monday 24 <sup>th</sup> Nov, 5pm via Teams			

The meeting ended at 18.30

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

Signed

Date:

	Actions agreed T1	Who by	Update
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<b>2.2</b>	<b>Complete confirmations on GHub</b>	<b>All</b>	<b>T2</b>
<b>2.4</b>	<b>Send RH &amp; AF information on governor role</b>	<b>BC</b>	<b>T2</b>
<b>2.5</b>	<b>Complete mandatory safeguarding training by 24.10.25</b>	<b>All</b>	<b>T2</b>
<b>4.0</b>	<b>Include section 1 of ETAT Safeguarding audit – Leadership - on LGB agenda T2</b>	<b>BC</b>	<b>T2</b>
<b>8.0</b>	<b>Send out parent survey</b>	<b>BC</b>	<b>T2</b>

	<b>Decisions Taken T1</b>		
<b>2.1</b>	<b>Appointment of Chair and Vice-chair &amp; named governor roles confirmed</b>		
<b>2.3</b>	<b>Named governor roles confirmed</b>		
<b>7.1</b>	<b>Local Authority Safeguarding and Child protection Policy adopted</b>		
<b>8:0</b>	<b>Minutes T6 LGB 08.07.25 approved</b>		