Bents Green School LGB
Tuesday 14 October 2025 at 17:30
Bents Green School, Hollinsend Road, Sheffield, S12 2EJ

Those Present:	**Role**	**Initials**
Natalie Brownell	Co-Opted Governor	NB
Laura Gillespie	Co-Opted Governor/Chair	LG
Shannon O'Donnell-Provatas	Parent Governor	SOD-P
John Plant	Co-Opted Governor	JP
Mark Rayner	Co-Opted Governor	MR
Laura Rzepinski	Headteacher	LR
Mark Stanley	Parent Governor	MS
Also Present:		
Rebecca Horne	Governance Clerk	Clerk
Sacha Schofield	Executive Regional Director	SSc
Apologies:		
Melanie Bancroft	Co-Opted Governor	MB

1. APOLOGIES FOR ABSENCE	**Actions**
1.1. <u>To receive apologies for absence</u> Apologies were received from MB.	
1.2. <u>To accept apologies for absence</u> Apologies were accepted from MB.	
2. ITEMS OF URGENT BUSINESS	
2.1. Chair to determine any items of urgent business to be considered The Chair welcomed all members to the first meeting of the newly established Bent's Green School Local Governing Board.	

Confirmation of new Co-Opted Governor – Natalie Brownell The LGB unanimously approved the confirmation of new Co-Opted Governor, NB. Confirmation of new Co-Opted Governor/Chair – Laura Gillespie The LGB unanimously approved the confirmation of new Co-Opted Governor/Chair, LG. Confirmation of new Parent Governor – Shannon O'Donnell-Provatas The LGB unanimously approved the confirmation of new Parent Governor – SOD-P. Confirmation of new Co-Opted Governor – John Plant The LGB unanimously approved the confirmation of new Co-Opted Governor – JP. Confirmation of new Co-Opted Governor – Mark Rayner The LGB unanimously approved the confirmation of new Co-Opted Governor – MR. Confirmation of new Parent Governor – Mark Stanley The LGB unanimously approved the confirmation of new Parent Governor - MS MB sent apologies for this meeting therefore this will be carried forward to the next meeting. **Action – Clerk to add Confirmation of new Co-Opted Governor – Melanie Bancroft to the agenda.** LR and the Chair held a preliminary meeting with AC, Corporate Governance Manager to discuss governance arrangements. Key points included: • The board will now operate as a Local Governing Board. • This change reflects a shift in responsibilities and autonomy at the local level. **Action: Clerk to update all future documentation and references to reflect the new name: Bent's Green School Local Governing Board.**	**Action: Clerk 15/10/25** **Action: Clerk 15/10/25**
3. DECLARATION OF INTERESTS	
3.1 Individual Governors to declare any personal, business or other governance interests on any item on the agenda. None.	
4. ITEMS TO BE CONSIDERED	
4.1 Headteacher Report LR presented the Headteacher's Report, noting that the format may feel unfamiliar initially due to changes in structure and approach. The report now follows the Nexus Trust format, which is more concise and summarised, resembling an executive summary rather than detailed reports on individual areas.	

The Headteacher's Report will be split into two reports per term: • Report 1: Focus on Teaching, Learning, and Curriculum • Report 2: Focus on Behaviour, Inclusion, and Safeguarding	
LR noted that the current report was prepared independently to establish the format. Future reports will involve contributions from the relevant team members. **Action: LR will confirm which report will be presented at each meeting and share the structure with the board.**	**Action: LR 02/12/25**
The board discussed the need for a Terms of Reference document for the Local Governing Board, similar to previous committee structures.	
LG confirmed that the Governance Handbook contains the Terms of Reference and responsibilities, which were reviewed with AC, Corporate Governance Manager, including the Scheme of Delegation.	
Members discussed the layout of the agenda and highlighted that agendas are to be sent to LR and LG prior to each LGB meeting to view. **Action: RH to send future meeting agendas to both LR and LG in advance.**	**Action: Clerk 15/10/25**
LR highlighted the recent changes in pupil numbers and the resulting budget implications.	
LR has been working closely with Ellie Wright, the school's Regional Finance Lead, who provides monthly budget reports. for governance. The school is expected to grow, with additional pupils anticipated by Christmas, particularly at the Gleadless site.	
LR provided a Staffing and Strategic Planning Summary to the members highlighting any concerns.	
LR reported that Staff numbers remain stable with a few permanent vacancies and reliance on long-term supply staff for one-to-one temporary contracts. A significant number of staff are on temporary contracts linked to one-to-one funding for specific pupils, creating instability.	
However, overall, the core staffing structure is generally well managed.	
LR highlighted that the Ringinglow site is expected to expand significantly over the next three years, particularly in its post-16 provision, However, Gleadless presents more complex challenges due to space limitations and increasing pupil numbers.	
The board discussed potential site expansion and the implications of transitioning students between key stages. The current hub model, which offers flexible movement of students between mainstream and special settings, is seen as a strength but may be challenged by capacity limits.	
After further discussion, it was decided that a staffing structure will be put in place for each site to support transparency and strategic planning. **Action: LR to put together a staffing structure for each site.**	**Action: LR 02/12/25**

It was highlighted that there is ongoing uncertainty about future SEND funding models and the direction of both local and national policy. The school is awaiting further guidance to inform long-term planning decisions. The school is working closely with the Local Authority and Nexus to address planning and funding challenges, ensuring alignment with broader strategic goals. The status of Ofsted inspections was discussed, with timelines remaining unclear. Potential rebooking may occur around November, pending confirmation from HMI following upcoming training sessions. LR provided an update on the ongoing and planned building works at each site: **Gleadless Site** It was noted that delays in converting the caretaker's house are now due to planning permission issues, as the property remains under Local Authority ownership. All other preparatory work has been completed, and the school is awaiting written approval to proceed. The creation of two calm room spaces, this is to complete over the October half term. **Caretaker House Handsworth** The site is progressing positively, with a proposed completion date of Easter 2026. **Ringinglow Site** The sensory rooms at the Ringinglow site are scheduled to be completed over the October half term. <u>Sickness Absence</u> Governors discussed the importance of monitoring sickness absence and workforce turnover rates. It was agreed that using narrative explanations would be used to contextualise the data. **Action – LR to include narrative around sickness and turnover, in terms of causes and response from school leaders.** <u>Quality of Education</u> LR discussed student progress, highlighting positive outcomes. Pupils at both the main site and the hub are achieving strong GCSE results, with hub students benefiting from a broader range of subject access and structured social experiences. Minimum subject requirements are in place to ensure balanced engagement between hub and mainstream learning environments. Discussions took place regarding strategies to enhance parental engagement, particularly in supporting pupils' learning at home. One governor enquired whether the White Rose resources were accessible to parents. LR confirmed that these resources are available via the school website. <u>Exclusions & Suspensions</u>	**Action: LR 02/12/25**

LR highlighted 5 exclusions have taken place since the report was sent out.

Absence Data

LR highlighted the challenges of managing term-time absences, particularly when multiple parents of children with SEND request time off. She noted the difficulty in prioritising requests fairly and acknowledged that some parents may take children out of school regardless of permissions.

Personal Development

LR provided an update on personal development initiatives. The school has actively promoted positive stories through Nexus communications, press releases, and local media coverage, including projects such as improvements to the school allotment in collaboration with the community. These initiatives are intended to showcase achievements and promote community engagement.

Community Voice Report

The potential for a Parent-Teacher Association (PTA) was discussed. Initial inquiries have been made by a small group of parents, and LR noted the importance of ensuring representation across all sites.

Overall Effectiveness and looking to the next Headteacher's Report

LR outlined ongoing curriculum development, including the embedding of phonics across all sites. She emphasised the need for consistency in teaching, marking and delivery, as well as subject-specific support and peer observation to address gaps in staff knowledge. Writing strategies have been a current focus, with phonics now considered embedded.

Updates are being made to the school website to improve parental access to curriculum information, resources and updates on students' learning. The goal is to enhance transparency and support home learning, as well as providing a platform for parental engagement. Curriculum content, compliance checks and learning resources are being enhanced to ensure clarity and accessibility.

Gaps in SMSC (Spiritual, Moral, Social, Cultural) provision, particularly at the Ringinglow site, have been addressed. A plan has been implemented to ensure SMSC is consistently delivered across sites, with assemblies used to reinforce key messages and values.

4.1.1 Appendix 1 – Updated SIP

LR explained the School Improvement Plan (SIP) has been uploaded to Governor Hub and includes multiple layers: main outcomes relevant to all staff and governors, detailed implementation plans for SLT and a summary version designed for Ofsted and external review.

4.1.2 Appendix 2 – School SEF LR confirmed that the School Self-Evaluation Form (SEF) has been uploaded to Governor Hub for review. Governors discussed the continuation of link visits and monitoring school development. LR confirmed that following the Nexus transition, existing visit processes and templates should continue. Completed inquiry walk forms should be shared with staff and uploaded to Governor Hub in the relevant meeting folder. Governors agreed that "Governor Feedback" could be a standard agenda item, allowing both formal and verbal feedback to be recorded. **Action – Clerk to add Governor Feedback to all agendas.**	**Action: Clerk 15/10/25**
4.2 Skills Audit Feedback/Identify Any Training Needed The skills audit will be completed for the new academic year and governors will review current link roles via Governor Hub. Governors also noted training requirements, including mandatory safeguarding refreshers and panel training, with clarification needed from AC, Corporate Governance Manager on annual expectations and updates. **Actions: Clerk to contact AC in relation to training.** Governors discussed triggers for link visits, noting they often relate to specific governor roles (e.g., safeguarding, premium) or scheduled learning walks (e.g., phonics, maths) aligned with the school's self-evaluation plan. It was agreed that visits should avoid duplication of the school's QA processes and focus on areas relevant to the governor's remit.	**Action: Clerk 15/10/25**
5. TRUST MATTERS	
5.1 Trust Verbal Update of Key Issues SSc provided updates on trust matters, highlighting ongoing changes related to Ofsted, including inspector training and new software ("Perspective") that supports self-evaluation, evidence tracking and rolling SIP records. She noted potential roll-out to heads and governors, which could enhance accountability and transparency. SSc also explained a consultation is underway regarding a possible merger with Ebor Multi-Academy Trust which would combine predominantly special and primary schools. The process is in the due diligence phase, with positive feedback from stakeholders. The merger aims to strengthen representation of special schools and SEND students, giving them a stronger voice with the DfE. 5.2 Requirements from Nexus MAT Governors noted the challenge of navigating accountability within Nexus versus previous Academy Council structures, with a focus on maintaining critical oversight, questioning and engagement while understanding new governance responsibilities.	
6. ANY OTHER URGENT BUSINESS	

6.1 To consider any other urgent business SOD-P highlighted the content for the upcoming newsletter, noting it will be issued the day before the Christmas holidays. There was concern about visibility of the newsletter on the website, so it was agreed that once approved, it could also be uploaded to Governor Hub under a "Monthly Newsletter" folder. A focus was placed on governor pen portraits. One governor's profile has been submitted, but short profiles are still needed from the remaining governors. The deadline for submission was set for the end of November to ensure inclusion in the next edition. Updated contact details for governors should be sent to ensure communication for future newsletters. **Action – Governors to send pen portraits to SOD-P by the end of November.** SSc explained, gifts policy value increase in line with inflation from £10 to £25 before you have to declare.	**Action: Governors 28/11/25**
7. ANY OTHER URGENT BUSINESS	
7.1 To consider any other urgent business None raised.	
8. CONFIDENTIALITY	
8.1 To consider the confidentiality of any items discussed during the meeting None raised.	
9. DATES OF NEXT MEETING	

Tuesday 2 December 2025	17:30 – 19:30	Bents Green – Ringinglow Site
Tuesday 10 February 2026	17:30 – 19:30	Bents Green – Gleadless Site
Tuesday 17 March 2026	17:30 – 19:30	Bents Green – Ringinglow Site
Tuesday 19 May 2026	17:30 – 19:30	Bents Green – Gleadless Site
Tuesday 23 June 2026	17:30 – 19:30	Bents Green – Ringinglow Siter

Minutes approved

CHAIR	SIGNATURE	DATE