

DRAFT

SPRING TERM 2026

FULL GOVERNING BODY MEETING – SPRING 2026

Becontree Primary School	Stevens Road, Dagenham, Essex, RM8 2QR	Thursday 26 th March 2026 at 5.00 p.m.
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Present:

Mrs S Iqbal
Mrs M Peters
Mr R Puttnam
Ms M Ziane

Parent Governor
Staff Governor
Co-opted Governor
Headteacher

Also Present:

Mrs P Thornton
Mrs K Wilden

Minute Taker (Strategic Business Lead)
Maths Lead (for a short presentation)

N.B School Governing Board meetings require 50% of governors in post to be present to be quorate. 5 members need to be in attendance for the meeting to take place. **Associate Members do not count towards the quorum.**

THIS MEETING WAS NOT QUORATE – SEE ITEM 1

**ELAINE ALLEGRETTI, Director of People and Resilience
& JANE HARGREAVES, Commissioning Director Education**

AGENDA PART 1

1	WELCOME AND APOLOGIES FOR ABSENCE Governors are asked to notify the clerk in advance if they are unable to attend. <table><tr><th>Governor</th><th>Reason</th><th>Accepted Y/N</th></tr><tr><td>K Brissett</td><td>None</td><td></td></tr><tr><td>H Hamid</td><td>Work commitment</td><td></td></tr><tr><td>J Jones</td><td>Council commitment</td><td></td></tr><tr><td>S Hack</td><td>None – apology received afterwards/work commitment</td><td></td></tr><tr><td>H Samatar</td><td>None</td><td></td></tr><tr><td>A Sarwar</td><td>None</td><td></td></tr><tr><td>A Walker</td><td>Personal issue</td><td></td></tr></table> A governor who is absent from governing board meetings for a period of six months, without the consent of the governors, may be removed from the governing board. Action Governors are asked to formally <u>accept</u> or <u>reject</u> the apologies for absence. It was noted that the meeting was not quorate. The meeting went ahead for discussion and information purposes. Any decisions required will be deferred to the next QED committee meeting (on 23/4/2026), which ALL governors are a member of.	Governor	Reason	Accepted Y/N	K Brissett	None		H Hamid	Work commitment		J Jones	Council commitment		S Hack	None – apology received afterwards/work commitment		H Samatar	None		A Sarwar	None		A Walker	Personal issue	
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2	NOTICE OF ANY OTHER BUSINESS OR REQUEST TO CHANGE THE ORDER OF THE AGENDA Add creating a WhatsApp group for Governors to QED Committee																								
3	DECLARATION OF BUSINESS INTERESTS Governors are reminded that they must declare any personal or business interest in any item that might arise during the course of the meeting. Upon declaring such an interest, a governor must leave the meeting while the item is discussed and a decision taken by the governing board. No declarations were made.																								
4	MEMBERSHIP OF GOVERNING BOARD The governors were informed: 4.1 To confirm contact details (email address, telephone number) as held by LBBD Defer to next FGB meeting.																								

4.2	Appointments/Resignations/Terms of Office - Nomination for Simon Hack formally accepted at QED meeting on 22/1/2026 - Nomination for Andrew Walker formally accepted at QED meeting on 22/1/2026 - Cori Louis formally resigned at QED meeting on 22/1/2026 – proposals for nomination for vacancy invited - Term of office ended for Margo Gaughran - Outcome of Staff Governor election – Michelle Peters appointed and welcomed to the meeting.
5	MINUTES
5.1	The unconfirmed minutes of the meeting held on 11/12/2025 are attached. Governors were asked to confirm that the minutes are a true record. Deferred to next QED meeting.
5.2	MATTERS ARISING FROM THE MINUTES: - Pen portraits (for website) – still needed for AS, HS and AW PT to email again - Governor posts of responsibility (for Governors unable to attend the meeting) to be shared with all Governors – deferred Add to agenda for next FGB meeting - Connection of devices to unsecured Wifi – MZ raised with IT support. An update to be provided at the next FGB meeting - Parent/carer meetings with Online Safety Lead regarding use of Artificial Intelligence – to be added to agenda at next QED Committee - Attendance EverCIN +6 data – CS consulted with Adela Kay and other schools - COMPLETED - Discrimination incidents – to be reported in full at QED meeting on 22/1/2026 – COMPLETED - Dates for Governing Body visit Day to be circulated - COMPLETED - Consider inviting pupils to future meetings or incorporate into Governor Day in school – COMPLETED - New school website proposal added to QED meeting agenda on 22/1/2026 – COMPLETED - Report on progress with use of Artificial Intelligence – see agenda item 7 - 2026/2027 Financial update requested – see agenda item 9 - All Governors to complete Online NGA ‘Holding Others to Account’ training – Add to next FGB meeting as a reminder. - Online NGA ‘Health & Safety’ training to be completed by members of the SFM Committee but all governors invited to do it if interested - Add to next SFM meeting. - PT to create a Governor training overview – All Governors to send certificates to PT. - FGB Action Plan to be finalised – COMPLETED. - Speaker on New OFSTED Framework to be invited to Summer term FGB meeting – MZ and HH to meet to discuss in detail and report at next QED committee.
6	GOVERNOR ACTION PLAN UPDATE

	Discussed.
7	HEADTEACHER'S REPORT TO GOVERNORS A copy of Mrs Ziane's report is attached, including: - Kim Wilden (Maths Lead) shared her impact report from 2025/26 development work – A shared approach to maths development; reviewed maths planning with emailed notes (including advice on scaffolding, demonstrating changes to planning, etc), modelled adaptive and consistent lessons. Impact of these developments is shown through teachers secure understanding of planning, practical tasks, mathematical principles, etc. Next steps will be an independent and evaluative response, supported by classroom monitoring and feedback. SI commented on seeing manipulatives and extension activities in practice at the Governors opening morning. - SI asked if there is a homework element to our current scheme? KW said we have both the NumberBots and Anton that can be accessed at home. This is because it helps recall and number skills, all of which can be used throughout their primary years. - A slight increase in the number on roll this term. - Some behaviour issues relating to play and lunchtimes. SI asked how many staff are in the playground at lunchtime? Recently SLT staff have been supervising in the playground, MZ said that this has shown an impact. Sometimes problems are as a result of a game that has gone wrong but also there are occasions where one or two children have been struggling. Quiet Clubs have been established for children who struggle with busy playgrounds. - New attendance systems for September 2026 - Attendance remains a challenge but we are broadly at National level. We currently have 1 Child Missing in Education due to a trip abroad. All processes have been followed. - A slight change in SEND categories within the Code of Practice. - Headlines from the DSL report were shared and discussed. - A new SEMH learning base has been started to allow some targeted children to have specialist support. RP asked how this is being staffed? MZ said that we are using our SLSA for SEMH and we have an agency staff member who is releasing that member of school staff to support this. The SENDCo and class teachers support planning. Children generally follow their year group curriculum with some additional emotional literacy work added. - Recruitment – One support vacancy, 2 Maternity leaves and some short-term support staff absences are all being covered by agency staff. - Pupils continue to lead new ideas and recently implemented an Eid card delivery system and Easter egg hunt. - Parents consulted on the new website at the last Parent/Teacher consultation evening – this is due to go ahead next term. - Government White Paper on SEND – we are still awaiting further information to be released. - PACE Safeguarding audit – RAG rated with only 2 recommendations; door from communal corridor to Community Hub not kept locked and screening for exterior

	fence which forms boundary between the park and the rear field. RP asked that we provide a follow-up on these at the next FGB meeting. - Climate Action Plan – our Sustainability Team are meeting to address this - Ofsted timeline – we continue to plan towards our OFSTED window – September 2027. - Breakfast Club – PT provided a brief report on Breakfast clubs across neighbouring schools. However, the DfE are trialling a free breakfast club for 30 mins every day. We are looking at setting up a hybrid model using Childville. SI said this has sounds like a good way to deliver more childcare and offered to join the next meeting. PT to email SI with the date of the meeting to take place with the LA and Childville representative.
8	REPORTS FROM COMMITTEES The governors are given this opportunity to receive any reports from committees that have met since the last full governing board meeting. QED Committee (22/1/2026) - Consider resilience as a topic for homework rather than just the traditional homework tasks - Congratulations to staff and pupils for achieving Gold Healthy Schools award - 'Temperature check' on staff CPD – LS is exploring this and will report back at QED Committee - Consult with parents on timing of parent workshops – this will happen during the summer term in preparation for September - Measures to prevent AI from accessing school website – discussed with Elementary - Consult with parents on design of the school website - COMPLETED - Release of IT Lead to attend BETT show - COMPLETED - Primary school careers day offer by BDSIP – being explored for 2026/27 - Feedback from Governor Visit Day on 25/2/2026 – key findings to be discussed at the next meeting SFM Committee (26/3/2026) Meeting proposed for 5/3/2026 was cancelled due to apologies and deferred to 26/3/2026 at 4pm. However, this meeting was not quorate. Some decision can be deferred to the next QED (23/4/2026) and the remainder to the next meeting (11/6/2026). - Budget monitoring 2025/2026 - Draft budget 2026/2027 - Extraordinary finance meeting – possible dates - Bank accounts - Benchmarking - Letting's review - Schools Financial Value Standards (SFVS) Assessment 2025/2026 – to send to HH for Chairs Action - Inventory & Asset register

	- SLA review Pay Committee To take place after the next QED Committee (24/3/2026)
9	FINANCIAL REPORT This item is included in order to give governors an opportunity to receive a report on the school budget. • Governors are reminded that all pay decisions, including that of the headteacher, must be sent in writing to your human resources provider. • The Governing Board should be informed when the Headteacher's appraisal has been completed. • If the school has recently received a financial audit report, this should be discussed by the governing board or an appropriate committee. • Reminders for actions from a finance point of view, requiring governors' attention, are in the School Financial Value Standard assessment form which should be completed by the end of March each year. Discussion regarding monitor of current spending. MZ explained that we have had a few additional amounts sent through by the LA in March, which has given a higher underspend than originally predicted. Budget Setting for 2026/27 – to be discussed in detail at QED meeting on 23/4/2026. We have had an increase in funding but has barely met the staff pay increases and on-going costs. PT to add to QED agenda.
10	SAFEGUARDING REPORT Governors are given this opportunity to receive a termly update on Safeguarding. Completed as part of the Headteacher's report (item 7) and discussed in detail at the SFM Committee.
11	DIRECTOR OF CHILDREN'S SERVICES REPORT A copy of the Director's report is attached and includes the following items: For Action 1. Governors' responsibilities regarding 'Off-site Direction and Managed Moves' – Proposed this is given to HS as Behaviour & Relationships Governor. MZ to contact HS. 2. Martyn's Law — formally the Terrorism (Protection of Premises) Act 2025 — how this applies to education settings in England. – discussed at SFM Committee. For Information 1. Religious Education, Collective Worship and the Supreme Court's JR87 Decision – MP explained that this being updated. Add to next QED Committee. 2. London Governors' Newsletter Spring 2026

12	TERMLY POLICY AND INFORMATION REVIEW SCHEDULE NEW ITEM – MAINTAINED SCHOOLS ONLY The statutory guidance document ‘Directors of Children’s Services: roles and responsibilities (2013)’ sets out a number of responsibilities for promoting educational excellence including those relating to the staffing and governance of maintained schools. The Local Authority has now undertaken to improve the quality of the guidance provided to governing boards regarding statutory policies which must be in place and published in maintained schools. As part of this guidance there is a suggested timetable for reviewing statutory policies each term – see attached list. Governors and Headteachers will have autonomy over when these policies are discussed but the schedule aims to improve consistency across all maintained schools in the borough. t The suggested list of Spring Term reviews is as follows: • Admissions Policy – summer term FGB • Attendance Policy – autumn term AGM • Careers Information and Guidance – to be developed in 2026/27 • Curriculum Information – autumn QED Committee • Health and Safety/ Premises Management Policies – SFM Committee • Public Sector Equality Duty/ Equality Objectives – autumn FGB • School Uniform Policy – on website A set of <i>aide-memoires</i> has been produced to support governors in carrying out their responsibilities in regard to reviewing these statutory policies and reports. These are attached in a zip folder for reference. School Response We have our own school-based annual review schedule (circulated prior to the meeting). The following policies are due for review at this meeting: - RHE - Staff Well -Being - Sensory - Restrictive Intervention (previously known as positive handling) - Climate Action Plan - Safeguarding – child friendly version As the meeting was not quorate – approval of the policies is deferred to the QED meeting on 23/4/2026.
13	ANNUAL REPORT ON RELIGIOUS EDUCATION IN SCHOOLS Maintained community schools are asked to produce an annual report to governors on the provision for RE and Collective Worship in their schools. Voluntary aided and voluntary controlled schools will have their own arrangements but may want to include this item at this point in the year. The latest annual report of the Barking and Dagenham SACRE (Standing Advisory Council for Religious Education) can be found here: <u>Barking and Dagenham SACRE Annual Report 2025</u> This will be added to the QED Agenda on 23/4/2026.

14	TRAINING AND LIAISON GOVERNOR'S REPORT The Training and Liaison Governor to lead this item for the governors and to discuss training issues. A copy of the Spring Term training programme is attached. Governors to share certificates of any training completed with PT.
15	GOVERNORS' REPORTS Governors with posts of responsibility have the opportunity to report to the governing board. Feedback from Governor in School morning and plans for summer term visit programme. RP reported that he visited on 2/3/2026. He did some H&S and finance spot checks and completed a site walk. Our second Governor morning on 4/6/2026 was shared but will be discussed in detail at the QED committee meeting. PT to add to the QED agenda.
16	CHAIR'S REPORT
16.1	Action Items is required to report to the full governing board any urgent action that has taken place since the last meeting. None received.
16.2	Correspondence is invited to present any items of correspondence that have been received. None received
17	FGB DEVELOPMENT Preparation for Ofsted – to be discussed at QED meeting on 23/4/2026.
18	ANY OTHER URGENT BUSINESS Any other items of business as previously agreed by the Chair. None received.
19	DATE, TIME AND PLACE OF FUTURE MEETINGS The governors are reminded that meetings have been arranged as follows / asked to consider setting meeting dates for the academic year as follows:

Summer Term 2026

QED Committee – 23/4/2026 at 5.00 p.m.
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(will include financial update on 2026/2027 budget setting and deferred items from SFM & FGB).
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SFM Committee – 11/6/2026 at 5.00 p.m.
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FGB Committee – 9/7/2026 at 5.00 p.m.

I confirm that the above are an accurate record of the meeting.

Signed by: _____
Chair of Governors

Dated: _____