

LONDON BOROUGH OF REDBRIDGE



MINUTES OF THE SECOND TERMLY MEETING OF THE GOVERNING BOARD OF CHADWELL PRIMARY SCHOOL

DATE AND VENUE: Monday 13th July 2026 at 5.30pm at the school

PRESENT: Mrs Shumona Shelly, Ms Kerry Luxford, Mr Rajivan Kanthasamy,
Mr Paddy Mackie, Mr Lee Walker (Executive Head teacher), Mrs Lynne Turner
and Dr Venetia Brown (Chair)

ALSO IN ATTENDANCE: Ms Ritu Kalhan – Head of school (Associate Member)
Mrs Annie Scott – School Business Leader (SBL)
Mr Jay Gadhvi – Maths Lead (Item 4 only)
Karen Mount – Clerk to Governors

ACTIONS	BY WHOM
Minute 4: Maths Mastery presentation to be uploaded to Governor Hub.	School
Minute 6: The Executive Head teacher, Chair and Head of Schools to meet early in the autumn term to review the school's Behaviour Policy.	LW, VB, RK and HP
Minute 6: Behaviour Policy to be added to the agenda for the full board meeting on 21st September 2026	Clerk
Minute 6: A date for Finance training to be agreed at the meeting on 21 st September 2026 – clerk to add to the agenda.	Clerk
Minute 6: The clerk was requested to add appointment of Finance Committee to the agenda for the full board meeting on 21st September 2026.	Clerk
Minute 6: Filtered EDI data and CPOMs information to be presented to the November full board meeting.	Executive Head teacher
Minute 6: The clerk was requested to add Educational Visits Policy to the agenda for the November full board meeting.	Clerk
Minute 7: The Executive Head teacher to include the reasons for children leaving the school mid-year within the report.	Executive Head teacher
Minute 11: Governors to complete Step-in training.	All governors
Minute 14 a): The Executive Head teacher to forward a copy of the slides from the CoG/HT meeting with Redbridge CEO and	Executive Head teacher

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team (23.06.2026) to the clerk who will then upload to Governor Hub.	
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The Chair welcomed everyone to the last meeting of not only the academic year but of this governing board.

1. **APOLOGIES FOR ABSENCE:** a) Apologies for absence are received and accepted from Mrs Gill Massar.

b) **Quorum** – the clerk confirmed the meeting was quorate.
2. **DECLARATIONS OF PECUNIARY/PERSONAL INTERESTS:** There are no declarations of pecuniary/personal interests in any of the following agenda items.
3. **MEMBERSHIP:** There are no changes in the membership of the Governing Board.
4. **MATHS MASTERY PRESENTATION:** Mr Gadhvi presented progress with Maths Mastery. It was suggested that the presentation be uploaded to Governor Hub.

It was noted that this was the first year of Maths Mastery. Feedback from staff has, on the whole, been positive.

The Head of School and Mr Gadhvi have carried out learning walks and they have seen specific language being used and this appears to be consistent across the classes.

Mr Gadhvi took governors through the data (it was noted that the data slide will be added to the new School Development Plan).

There are some concerns in Years 1 and 4 however, Greater Depth is good in Years 2, 5 and 6.

Mr Gadhvi took governors through the next steps for Maths Mastery.

The Executive Head teacher stated that looking through the Ofsted lens and looking at pupil sampling, in terms of data, it would be useful to identify a vulnerable child, where they were at the beginning and where they are now. Map what their provision looks like.

The Executive Head teacher has spoken with a Head teacher colleague who has gone through the inspection process this term. Ofsted expect to see pupil sampling (case studies). Ofsted have now gone back to looking at a school's data.

The school could take a couple of vulnerable children and track them through the year groups.

The Chair asked whether there has been a breakdown of data for the vulnerable groups. Mr Gadhvi stated that this not yet been done.

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Mr Gadhvi did have some headlines to table for SEND children and Pupil Premium children.

The key on the Pupil Premium page was noted as follows:

Purple = children working at Greater Depth
Lime = children working at Expected
Orange = children Working towards Expected
Blue = working one year below their current year group
Green = working at two years below their current year group
Grey = child has not been assessed (may have left the school before assessment could take place)

The board are advised that it would only be in Year 6 that a child could be three years below their current year group, as they could be working on the Year 3 curriculum.

Baseline = where a child was assessed at the beginning of the year. Underneath this is the corresponding summer 2 data.

The board are advised that the school is yet to receive the Year 6 SATs data.

Mr Gadhvi stated that going forward rather than being re-active he wants teachers to be pro-active. He also wants to ensure support staff have the necessary skills to support vulnerable children.

The Executive Head teacher stated that in the autumn term it would be helpful if the board knew the number of pupils this was covering.

The key on the SEND page was noted as follows:

Yellow = children working at Greater Depth
Dark Grey = children working at Expected
Orange = children Working towards Expected
Lime = working one year below their current year group
Green = working at two years below their current year group
Purple = working at three years below their current year group
Light Grey = children working at Pre-Key Stage
Mid-Grey = child has not been assessed (may have left the school before assessment could take place)

The Chair thanked Mr Gadhvi for his presentation and congratulated him on the progress that has been made.

Mr Gadhvi left the meeting at 6.05pm

ACTION: Maths Mastery presentation to be uploaded to Governor Hub.

5. **MINUTES:** The minutes from the meeting held on 7th May 2026 are agreed as a true record and signed and dated by the Chair.
6. **MATTERS ARISING:** The following matters arising from the last meeting are considered:

Minute 7 Matters Arising (Minute 18 Governor Training a): The action was the Executive Head teacher, Chair and Head of School to meet prior to the end of term to review the school's Behaviour Policy – this remains outstanding.

It was agreed that this Policy would have to be reviewed for both Chadwell Primary and Goodmayes Primary when the governing board hard federate.

ACTION: The Executive Head teacher, Chair and Head of Schools to meet early in the autumn term to review the school's Behaviour Policy.

ACTION: Behaviour Policy to be added to the agenda for the full board meeting on 21st September 2026.

Minute 8 Financial Issues: The action was for the board to have finance training early in the new academic year.

ACTION: A date for Finance training to be agreed at the meeting on 21st September 2026 – clerk to add to the agenda.

Minute 8 Financial Issues e): The action was for the Finance Committee to review the Schools Financial Value Standard (SFVS) at their next meeting.

It was agreed that a Finance Committee would be appointed at the meeting on 21st September 2026 and they would then review the SFVS.

ACTION: The clerk was requested to add appointment of Finance Committee to the agenda for the full board meeting on 21st September 2026.

Minute 9 Hard Federation: The action was for the Executive Head teacher to share the Hard Federation action plan with all members of the board. It was noted that this has been shared with the Hard Federation Working Party.

Minute 16 South Asian Hemisphere Report: The action was for the EDI data, CPOMs information to be further filtered.

The Executive Head teacher stated that this will be looked at over the summer break and a report will be presented to the November full board meeting.

ACTION: Filtered EDI data and CPOMs information to be presented to the November full board meeting.

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Minute 17 Governor training b): The action was for all governors to complete training for the Equality Act 2010 and the school's Educational Trips policy. It was noted that this training will have to be bespoke to the school.

The clerk is advised that all governors have completed Equality Act 2010 training.

The Executive Head teacher advised the board that he has reviewed the Educational Trips Policy with the SENDCO. It was noted that this policy did require updating.

The Policy will now include making decisions early for children attending residential trips.

Governors' questions (Response in italics)

Is the Educational Trips Policy a Local Authority recommended policy? *Yes, it is a Local Authority recommended policy which is then personalised to the individual school.*

Will the updated Educational Visits Policy reflect some of the results from the tribunal? *Many of the issues raised during the meetings with the Local Authority legal team were addressed during the Equality Acts training.*

ACTION: The clerk was requested to add Educational Visits Policy to the agenda for the November full board meeting.

7. **EXECUTIVE HEAD TEACHER'S REPORT:** The board received the Executive Head teacher's report.

Class numbers – the board received class number information for autumn, spring and summer which has also been broken down into gender across the three terms.

The Executive Head teacher advised the board that across the Local Authority there are falling rolls.

In spring term, the school was full however, in summer term there are vacancies. There are currently 10 vacancies and the breakdown of where these vacancies are across the school are noted within the report.

The board are advised that once children in Year 6 have sat the 11+ and passed, if this has been in another county, parents often move their children out and relocate to that area. Although there has been movement in Nursery and Year 1, the other year groups are stable.

It was noted that this is quite unusual as other schools have dropped in number and they have no waiting lists.

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Al Noor and Issac Newton are both full.

Parents are choosing Chadwell Primary School as their first choice however, even this number is lower than in previous years.

At the lower end of the school, the community is changing; it is becoming more mixed.

The school must be full in October 2026 (census day).

Nursery – the school will be launching 30 hours. On paper the school's nursery is full however, not all children will arrive on the first day.

The Nursery has 45 part-time places and 5 full-time places.

Governors' questions (Response in italics)

The report states there have been 62 leavers over the year. Can this be explained? *Parents are leaving the area and many are being re-housed as house prices have increased significantly.*

ACTION: The Executive Head teacher to include the reasons for children leaving the school mid-year within the report.

What are the numbers for the September 2026 intake? *Reception is full and there are no year groups that are of concern to the school.*

The board are advised that nursery parents have started to pay their deposits for their child's place. This is an indication that these children will arrive in September. If the nursery is not full in September 2026 there is another intake in January 2027.

Attendance – the board received information on attendance.

The Executive Head teacher stated that there is a link between attendance and behaviour. This is also within the new Ofsted framework.

The Expected standard for Ofsted would require a school to have a 96% attendance rate – this is the national average. This would also bring down the school's behaviour rate.

If a school has a group of children who are PA (Persistent Absences) or have medical needs that keep them from attending school, these figures can be taken out of the overall attendance data and represented to Ofsted as fresh data. Religious observance = 2 days authorised absence.

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There is data that shows the loss learning when a child is absent from school. There is quite an impact if the child is in Year 6. However, it is also recognised that if a child is ill, they are ill and cannot come into school.

Governors' questions (Response in italics)

Could work be sent home to the child for completion if they are unwell or have gone on holiday? *The teacher may be uncomfortable to send work home if the child is unwell.*

The school will think carefully about the communication going home to parents around this subject, especially for Year 6 children.

Outcomes – the board received the following information:

Year Group	Summative Assessment	%
Reception	Good Level of Development	60%
Year 1	Phonics	87.2% (76% - 2025)
Year 2	Phonics	63.1% (28% - 2025)
Year 4	MTC	21.7 (average points that were scored) out of 25

SEND – the board are advised that more children with SEND are due to start in Reception than are noted within the report. The children are coming from Barking and Dagenham.

It has been raised with Redbridge Local Authority that they are aware of the numbers of SEND children coming from out borough so, they do not admit any further children.

The Chair and Mrs Shelly will be coming into school on 14th July 2026 to complete a SEND link visit.

8. **HARD FEDERATION:** The Executive Head teacher updated the board on the progress made towards Hard Federation with Goodmayes Primary School.

The consultation process was been completed in May half term. It was noted that the NEU have caused some issues. There were on-line meetings and approximately 13-14 members attended meetings and they had some questions that were answered. The Chair has attended some of these meetings.

FAQs have been updated.

It was noted that some staff had concerns around the 'mobility clause'. They want clarification in writing about this. Current staff's contracts state they work in a

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named school; Goodmayes or Chadwell Primary school. However, they can be asked, but not compelled to work at another school.

The Local Authority are dealing with this.

On 13th July 2026 there was another meeting and approximately a third of the staff attended. The school-based Union Rep feels everything is ok.

The Executive Head teacher was called to an emergency meeting with the Local Authority. The Vice-Chair of Goodmayes Primary school was able to attend with Mr Walker.

It was noted that Goodmayes Primary staff were balloting for strike action. The Local Authority dealt with this meeting very well and they were happy with the Executive Head teacher answers.

The relevant paperwork has been shared with the Local Authority.

The Executive Head teacher is unclear what the strike action will cover. Staff can only strike over terms and conditions or pay. None of these two areas are changing for staff.

Advice has been taken from the school's external HR consultant.

The board acknowledged that there has been some voluntary movement of staff across the two schools. This could be the reason why other staff are concerned.

The parents and governors at Goodmayes Primary school have raised no issues.

The Local Authority is fully aware that both governing boards have completed their due diligence. If there is strike action, they will take over (as the employer).

There have been five meetings with the Working Party.

Certain members have been appointed to the new governing board:

- 2 x parent governors
- 2 x Heads of School
- 1 x staff governor
- 1 x local authority governor
- 1 x Executive Head teacher governor

Instrument of Government has been approved.

The name of the governing board has been agreed as Aspire Education Partnership.



The co-opted governor vacancies (8) will be filled at a special meeting on 2nd September 2026. At this meeting the Chair and Vice-Chair will also be elected and link roles will be allocated.

The co-opted governors will be elected on their skill sets and what they can offer the new governing board.

9. **SAFEGUARDING REPORT:** The board received a Safeguarding report from the Safeguarding Link Governor (1st June 2026).

Ms Luxford wished to record her thanks to Ms Kalhan and Mrs Scott for all their hard work this academic year with regard to safeguarding.

From the report it can be seen that there are many initiatives in place to ensure the most vulnerable children are safe.

Unfortunately, there was no pupil voice included.

As this was the last meeting of this governing board, Ms Kalhan wished to record her thanks to Ms Luxford for all her hard work and commitment as the Safeguarding Link Governor.

10. **FINANCE:** The board received the Budget Monitoring Report (BMR) 1st April 2026 – 30th June 2026.

The SBL took governors through the BMR.

The in-year deficit has decreased. This now stands at £200,218.

IO1 Funds delegated by the Local Authority – there is an increase of £88,601. There is a new grant schools will be receiving called the Inclusive Mainstream Fund. This will mean the school has to have a new Inclusion Strategy which will have to be published by the end of the autumn term.

For Chadwell Primary School this accounts for £34,000. Early Years numbers have increased and this accounts for £52,000.

IO8 Income from facilities and services – there is an additional £4,899 and this has come from private nursery income (the extra 1-hour x 5 children).

The SBL stated that for EO1 – EO7 the pay awards have been built in.

The teachers pay award has been agreed at 3.5% and the school allocated 2% for this. 1.5% will come in as a grant from the DfE.

Sports Premium has now ceased.

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The Government have stated that from 1st September 2026 all schools must offer free Breakfast Club. All Stars will be supporting the school with this.

- 11. RHE POLICY:** The board received and discussed the RHE Policy.

Mr Mackie advised the board that there was a parental consultation meeting held on-line.

Some parents were concerned that Sex Education is not taught in Year 6. They feel children should know about this before they transition to secondary school.

The board are advised that key information regarding what will be taught will be shared with parents at the start of the new academic year.

Governors' questions (Response in italics)

Do the school know what is included in the Year 7 RHE curriculum and are Chadwell preparing the Year 6 children well enough for this? *Teacher can access the Year 7 curriculum however, this is not part of the school's policy.*

It was noted that secondary schools will assess the new Year 7 intake to find out what they know and what they do not know and move forward accordingly.

Mr Mackie advised the board that teachers have engaged in Step-in training which supports recognising safe and unsafe behaviours, tackling discrimination and misogyny and teaching how to be active bystanders.

ACTION: Governors to complete Step-in training.

The board are advised that as part of the consultation, pupil surveys have been completed.

DECISION: The Governing Board approved the RHE Policy.

- 12. POLICIES:** The board received and discussed the following policies:

- a) **Acceptable Use Policy** – the changes to this policy are noted on page 2
- b) **Equal Opportunities Policy** – the changes to this policy are noted on page 2
- c) **Race Equality Policy** – the changes to this policy are noted on page 2
- d) **Uniform Policy** – this is a new policy

DECISION: The Governing Board approved the Acceptable Use Policy, Equal Opportunities Policy, Race Equality Policy and the Uniform Policy.

- 13. LINK GOVERNOR REPORTS:** The board received and discussed the following Link Governor report:

Mr R Kanthasamy – Review of GDPR area (15.05.2026)

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14. **GOVERNOR TRAINING:** a) Governors have completed Equal Opportunities training.

Dr V Brown

HEP Safeguarding training (12.05.2026)
Ofsted renewed framework for governors (12.05.2026)
NGA SEND Conference (02.06.2026)
Prevent – National College (03.06.2026)
CoG/HT meeting with Redbridge CEO and team (23.06.2026)
Ofsted preparation for Governors (11.07.2026)

Ms K Luxford

Level 2 Safeguarding (07.05.2026)

Mr L Walker – Executive Head teacher

Legionella Awareness (24.06.2026)
Managing underperformance (17.06.2026)
Disciplinary HR Essentials (08.06.2026)
The Equality Act 2010 (17.05.2026)
CoG/HT meeting with Redbridge CEO and team (23.06.2026)

ACTION: The Executive Head teacher to forward a copy of the slides from the CoG/HT meeting with Redbridge CEO and team (23.06.2026) to the clerk who will then upload to Governor Hub.

Mr P Mackie

Safer Recruitment (07.05.2026)

b) Step-In training and Finance training

15. **CHAIR'S ACTION:** The board noted there has been no urgent action taken by the Chair since the last meeting.
16. **DATE AND TIME OF NEXT MEETING:** Governors noted the date of the next meeting as Monday 21st September 2026 at 5.00pm at Chadwell Primary.

Future meeting dates

Tuesday 24th November 2026 at 5.00pm at Goodmayes Primary School
Wednesday 24th March 2027 at 5.00pm at Chadwell Primary School
Thursday 15th July 2027 at 5.00pm at Goodmayes Primary School



17. ANY OTHER BUSINESS:

a) Vote of thanks: The Executive Head teacher wished to record his thanks to all members of the board. Not all members of the governing board will be moving forward with the Hard Federation.

Mr Walker thanked governors for the challenge they have offered, the support and the time they have given up to be members of the governing board.

It was good to work with colleagues who have not been afraid to ask those challenging questions.

18. CONFIDENTIAL ITEM: There was nothing to discuss.

19. CONFIDENTIALITY: Governors are reminded that the signed minutes of every meeting of the Governing Board should, as soon as possible, be made available at the school to persons wishing to inspect them. It is for the Governing Board to consider which items, if any, should be treated as confidential and excluded from publication.

There being no further business to discuss, the meeting closed at 7.40pm.


CHAIR – 21st September 2026

DECISIONS BY THE GOVERNING BOARD OF CHADWELL PRIMARY SCHOOL
SUMMER TERM 2026 (13.07.2026)

Minute 11	The Governing Board approved the RHE Policy.
Minute 12	The Governing Board approved the Acceptable Use Policy, Equal Opportunities Policy, Race Equality Policy and the Uniform Policy.

