

**MINUTES OF THE MEETING OF THE  
ST MARGARET'S CE PRIMARY SCHOOL LOCAL GOVERNING BODY  
HELD ON THURSDAY 3rd July 2025  
AT 9.30AM  
VIA ZOOM**

Present: Ven. Ade Ademola (Chair)  
Alan Harris  
Alisha Anderson  
Leila Campbell-Gayle  
Angela Alabi  
Toyin Dairo  
Beverley Hall  
Sophie Bannon  
Jenni Matthews

Clerk Ms Alison Brown

**Summary of agreements and actions:**

Minute reference	Formal agreements and/or actions identified	Named person(s) for action(s) identified	Completion date
6.1.1	Share SATS results on release	SB/AB	ASAP

**1. WELCOME AND APOLOGIES FOR ABSENCE**

1.1 AA welcomed all and opened the meeting with a prayer  
1.2 Apologies were received and accepted from Beverley Hall, Hilton Idahosa and Rev. Mark Adams  
1.2 The Clerk confirmed that the meeting was quorate.

**2. DECLARATIONS OF INTEREST**

2.1 There were no declarations made pertaining to any of the agenda items for this meeting.

**3. GOVERNING BODY**

3.1 Re-appointment of Ven. Ade Ademola noted and to be ratified at Full Board meeting  
3.1.2 Re-appointment of Alisha Anderson noted and to be ratified at Full Board meeting  
3.1.3 Re-appointment of Hilton Idahosa noted and to be ratified at Full Board meeting

#### **4. MINUTES**

4.1 Governors received the minutes of the governing board meeting held on 6<sup>th</sup> March 2025 and agreed these to be an accurate record of the meeting.

#### **5. CHAIR'S ACTION**

5.1 The Chair advised no actions

#### **6. SCHOOL ITEMS**

6.1 Headteacher report

6.1.1 SB stated that outcomes in the year 1 phonics screening had remained consistently high with 56 out of 58 achieving the expected standard this year. The 2 children who did not meet the threshold had made incredible progress and the school continued to work with them as they moved into year 2 and SB was confident that they would pass on the retest. The year 4 multiplication test had also seen strong results with 93% of children achieving full marks, the national average was currently 34%.

KS2 SATS results were due to be released on the 8th July and SB stated these would be shared with governors once they had been received

**ACTION: Share SATS results on release**

6.1.2 SB stated that the curriculum continued to be strengthened with ongoing refinement across all key stages. Collaborative planning completed by leaders who are experts in their field to ensure that it remains ambitious and responsive to the needs of pupils. This approach gives greater consistency across the school.

6.1.3 There are currently 2 ECT's at St Margarets. The second year ECT will be leaving the school at the end of the year to move to a school closer to her home. The first year ECT is showing huge potential and is remaining at the school for her second year. The schools ECT programme has been further developed with tailored support to individual ECT's needs.

6.1.4 The school continues to offer a bespoke CPD programme with key areas being RSE to ensure teachers are delivering strong parent workshops, the seeds of change project and adaptive teaching. Support staff have also received training from the SENCO to enhance the effectiveness of the support we offer pupils.

6.1.5 SB noted that attendance was currently 96% which remains above the national average however she would like this to be higher. The school continues to work with the EWO to ensure a proactive rather than reactive approach to attendance. Pupils with lower attendance are worked with by both the school and EWO to overcome their barriers to attendance.

6.1.6 The following behaviour incidents had been recorded this term

Group	Autumn Term	Spring Term	Summer Term
Suspensions (internal/external)	1	0	0
Racial incidents	0	0	0
Bullying incidents	0	0	0

Harmful Sexual Behaviour	0	0	0
Behaviour charts	2	2	1
Pastoral Support Plans	0	1	1

Support plans are regularly reviewed throughout the year and the number of children on support plans has decreased with the school working with children and parents to help move them off plans.

6.1.7 The seeds of change project launched this term as part of the Young Transformers program. This is a Trust wide project designed to raise awareness around homelessness in young people and promote pupil advocacy and community involvement. The project aims to teach children that they can make a meaningful difference, building on previous work supporting refugees. There is a focus on youth homelessness to ensure content remains appropriate and sensitive, particularly as families within St Margaret's are currently experiencing homelessness. Leaders have engaged directly with these families to acknowledge their circumstances and ensure the programme is handled with care while continuing to offer practical support through funding for trips, uniforms, and other essentials. Alongside this, the school is partnering with charities and contributing to the goal of raising £18,000 across the three schools, with St Margaret's already having raised £4,700. Funds raised will provide night-shelter provision, education bursaries, starter packs, bed spaces, and care packages for homeless young people.

6.1.8 It was noted that historically most pupils have remained within the borough for secondary school with Barking Abbey being a popular feeder school this year has seen a higher number applying to and receiving offers from schools outside the borough. Several pupils have undertaken assessments for independent schools, and there has been a significant increase in successful applications to grammar schools including Dartford Grammar, Southend, and Westcliff.

*Question: How many children are now on roll?*

*Answer: 392 in total and the waiting list for reception is 45 places long. We also have in year admissions throughout the year and most year groups are nearly full with the lowest year group number being 57.*

*Question: I wanted an update on the current SEND caseload, as I know there have been difficulties within the borough in reviewing cases. It would be helpful to understand what the situation is, whether there are still outstanding reviews?*

*Answer: Currently, 84 of our children are on the SEND register, and eight of those have an EHCP. We do have a number of children awaiting EHCP decisions with the borough. Their processing time is extremely slow. The SENCO chases consistently and is in regular contact with the EHCP team to raise concerns when deadlines are missed or processes are not being followed. While parents can and do chase, it is also our responsibility to ensure the right paperwork and protections are in place to secure appropriate support for their*

*education. In terms of the new reception cohort we obviously don't know exact numbers yet but we do have some children on our radar as potentially needing support but none have confirmed EHCPS.*

6.1. The following safeguarding incidents had been reported

Group	Autumn Term	Spring Term	Summer Term
Child Protection Plan	1	2	2
Child in Need Plan	3	2	0
Social Worker Involvement	2	4	6
Children of concern	3	4	1

6.2 SDP review

Governors acknowledged receipt of this item

6.3 Pupil Premium Review

Governors acknowledged receipt of this item

6.4 PE and Sport Premium Review

Governors acknowledged receipt of this item

6.5 Meeting planner of Dates 2025-2026

Governors acknowledged receipt of this item

6.6 Term dates 2026-2027

Governors acknowledged receipt of this item

It was noted that the October half term would be 2 weeks. This had been achieved by adding Twilight instead and adding a number of days to the summer and Autumn terms to maintain the required 195 school days. A 2 week half term was becoming more popular across different boroughs and it was felt to support staff wellbeing as well as recruitment and retention.

6.7 RSE report

Governors acknowledged receipt of this item

6.8 PE report

Governors acknowledged receipt of this item

6.9 EAL report

Governors acknowledged receipt of this item

**7. POLICIES**

Governors ratified the following Policies:

Twins & Multiple Birth Siblings

Anti Bullying

Use of Reasonable Force

Staff Handbook

**8. CLOSING PAYER.DATE AND AGENDA ITEMS FOR THE NEXT MEETING**

8.1 the closing prayer was led by venerable ade

8.2 Date of next meeting 4th December 2025 at 10.30am via Zoom

The meeting closed at 10.30am.

Chair: .....Ven.Ade Ademola..... (print)

  
..... (sign)

Date: .....4/12/25.....