



Walthamstow School for Girls – Governing Body Meeting
Tuesday 24 March 2026 at 6.30pm
At Walthamstow School for Girls

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| Present: | Andrea Corbett, Chair | Co-opted Governor |
| | Gillian Barker, GBA | Co-opted Governors |
| | Pete Saunders, PSA | |
| | Sami Urrehman, SUR | |
| | Mari Paz Balibrea | |
| | Aktar Beg | Local Authority Governor |
| | Helen Marriott, HMA | Headteacher |
| | Hannah Hall | Parent Governors |
| | Clare Landon | |
| | Kelly Broderick | |
| | Sophie Khadr | |
| | Neil Wilcock | |
| | Letizia Perna | |

Clerk to the Governors: Angela Ferdinand-Sergeant

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| Also present: | Romi Jalil, RJA | School Business Manager |
| | Nick O'Brien, NBR | Deputy Headteacher |
| | Dave Shackson, DSH (present item 10.3) | Assistant Headteacher |
| | Rachel Schaber, RSC (present item 7.1, 10.1) | Associate Assistant Headteacher |

| Minute reference | Formal agreements and/or actions identified | Named person(s) for action(s) identified | Completion date |
|------------------|---|--|-----------------|
| 3.4 | Governors voted and agreed to the election of Andrea Corbett as a co-opted Governor at Walthamstow Girls with immediate effect. | Governor Services | |
| 3.5 | Governors agreed to elect Andrea Corbett as Chair of Governors for Walthamstow Girls until the new Academic year September 2026. | Governor Services | |
| 4.4 | Governors noted the minutes of the Resources Committee held on 10 March with one amendment required, Gillian Baker sent | Governor Services | |

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|------------------|--|--|-----------------|
| | apologies, which were not recorded. Action minute attendance to be amended | | |
| 5.1 | Action to include the use of tobacco pouches in the Vaping policy | School | |
| 5.2 | ction to explore presenting data with anomalies (students with Serious Absence) removed so that Governors get a clearer comparison. | School | |
| 5.2 | Action: School needs to ensure that governors get a full insight into anomalous cases by providing background information, e.g. a complex medical case and how the school has supported their access to education. | School | |
| 5.9 | Action Mock results to be on Curriculum agenda in June. | School/Governor Services | |
| 5.16 | Action to HMA include data on safeguarding and data and information on complaints when she reviews the HT report. | HMA – for next FGB | |
| 6.3 | Action: SBM to contact Gurpreet Kataora to discuss and arrange whole GB finance training. | | |
| 11.1 | Governor reviewed the Policies recommended for ratification by the resources committee. <ul style="list-style-type: none"> • Schools Financial Value Standard • Statement of Internal Control • Disciplinary Policy for school-based employees • Fundraising Policy • Grievance Policy • Managing Sickness Absence Policy and Procedure • Positive Handling Policy ratified • Capability Policy ratified • Prevention of Sexual Harassment Policy for school-based employees • Performance Development: Equalities data summary- The committee recommended that the school include | | |

| Minute reference | Formal agreements and/or actions identified | Named person(s) for action(s) identified | Completion date |
|------------------|--|--|-----------------|
| | <p>additional data, which has been actioned. ratified</p> <ul style="list-style-type: none"> Planning for Pupil Premium Strategy <p>Governors ratified the recommended policies from Resources Committee as listed above</p> | | |
| 11.2 | <p>Governor reviewed the Policies recommended for ratification by the Curriculum Committee:</p> <ul style="list-style-type: none"> Anti-Bullying – Countering Harmful and Abusive Behaviours Policy Provider Access Policy -MPH <p>Governors ratified the recommended policies from Curriculum Committee as listed above</p> | | |
| 11.3 | <p>Additional policies and documents:</p> <ul style="list-style-type: none"> Positive Behaviour for Learning policy Term dates – HMA INSET dates may change but the term dates are fixed. Parents were reminded that the school were closed for half days. <p>Action School to put Term Dates and reminder of half day sessions on the school's website.</p> <p>Governors ratified the recommended the additional policies and documents as listed above</p> | | |
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1. WELCOME AND APOLOGIES FOR ABSENCE

- 1.1 Chair welcomed all including the new parent governor to the meeting
- 1.2 Apologies for absence were received and accepted from Christina Oshodi
- 1.3 Apologies for absence not received from Edyta
- 1.4 Meeting was quorate

2. DECLARATIONS OF INTEREST

- 2.1 Pecuniary Interests – to confirm receipt of register of interests
- 2.2 Governors to declare any interests they have in any of the following agenda items

3. GOVERNING BODY

- 3.1 Clerk confirmed that there were no vacancies pertaining to the Governing Body membership.
- 3.2 Clerk confirmed Andrea Corbett's term of office expires on the 16th May 2026.
- 3.3 Andrea Corbett expressed her wish to remain a Governor at Walthamstow Girls.
- 3.4 Governors voted and **agreed** to the election of Andrea Corbett as a co-opted Governor at Walthamstow Girls with immediate effect.
- 3.5 Governors noted that the position of Chair was vacant. Neil Wilcock nominated Andrea Corbett, with Gillian Baker Seconding. Governors **agreed** to elect Andrea

Corbett as Chair of Governors for Walthamstow Girls until the new Academic year September 2026.

4. MINUTES

4.1 Governors received the minutes of the Governing Body meetings held on 2 December 2025. The minutes were reviewed for accuracy and Governors accepted the minutes of the 2nd December 2025.

Action Chair to sign minutes on GovernorHub.

4.2 Matters arising

| Minute Reference | Action | Status Update |
|------------------|---|--|
| 10.3 | Action: To bring to the Curriculum Committee the IDSR and FFT targets for further review. | Action completed |
| 16.2 | Action: To bring a school trip planning document for upcoming residential. | Approval confirmed by Governor services. The school acknowledges that they need to bring all residential and adventurous visits to Governors for approval, not including overseas. |

4.3 Minutes of the Curriculum Committee meeting held on 27 January 2026. Governors noted the minutes of the curriculum committee

4.4 Minutes of the Resources Committee meeting held on 10 March 2026. Governors noted the minutes of the Resources Committee held on 10 March with one amendment required, Gillian Baker sent apologies, which were not recorded.

4.5 exceptional meeting on the 2nd march governors approved the minutes of the meeting on 2nd March 2026

5. HEADTEACHER'S REPORT AND OTHER SCHOOL ITEMS

5.1. Headteacher's report – HMA

HMA summarised the Headteacher report. Changes have been made to several school policies.

- Updated current providers for apprentices.
- Positive Behaviour - changes mostly terminology.
- Updates in terms of meals, uniform and lunchtime expectation.
- Two main changes, the school is proposing to go smart phone free from September 2026. The school has looked at the policy and will make reasonable adjustments, e.g. for children with medical conditions etc.
- The Vaping policy is embedded in the Pupil Behaviour Policy. Information about background risk, disposal, etc. has been included. Vaping needs to be treated as a behaviour issue. Consideration needs to be given around vapes that are refillable. The policy Includes support for families.

Q – Have we addressed tobacco pouches?

A – Not yet, we could include this within this policy. We need to consider the implication around searching

Action to include the use of tobacco pouches in the Vaping policy.

5.2. Headteachers' Leadership Report:

- **Attendance:** There has been a decline in attendance this year. The data includes local and national comparisons. There are several students in year 7 with low attendance, which is an area for focus. The school is concerned about the level of attendance of SEND students and year 10. This has been reviewed with staff and is a priority for next year. Need to put pupil interventions in place from the start of term. This is a standing item on agenda for SLT.

Q – With regards to year 7 pupils was it flagged that they had poor attendance in primary schools?

A – we get a varying degree of information including attendance as it depends on the primary school

Q – What do these figures look like in terms of anomalies?

A – HM gave examples of students with low attendance.

Q - Do we need to exclude extreme anomalies?

Action to explore presenting data with anomalies (students with Serious Absence) removed so that Governors get a clearer comparison.

Action: School needs to ensure that governors get a full insight into anomalous cases by providing background information, e.g. a complex medical case and how the school has supported their access to education.

Q – Children in year 7, is there a transition team that works with primary schools that also work with secondary schools?

A – The school has tried every measure possible, e.g. BACME, Transition Team to track attendance between transition stages. Sarah works closely with students and families prior to starting school, we also have staff that collect information. Where we are not getting information from primary schools then we need to chase this information including where we identify a year 6 child with attendance issues we work more closely with families. We need to do this right from the beginning.

Q – Do the well-being team do work with the children that have poor attendance e.g. reduce timetables?

A – The school takes a systematic approach; however, we get to a point where the LA and school run out of options. We are looking at some complex and long-term cases.

- 5.3. KB informed governors how her employer works with the child to understand what the barriers are. The LA KB works for is currently working on a pilot around attendance and there have been some good results.
- 5.4. Governors were informed that Literacy will be reviewed and school is looking at phonics programme. The school was also a RISE Open Morning school for Attainment which is a DfE programme used to showcase best practice.
- 5.5. Governors thanked Nick O'Brien and middle leaders for their work
- 5.6. Curriculum: each faculty is reviewed on a biannual basis. What is interesting is comparing data from the 1st to 2nd review and it has helped staff to focus on the areas to develop on. Seeing the connection over the 2 years and the impact of monitoring is good. Every faculty gets a chance to give feedback on the review process.

- 5.7. Monitoring and evaluation – KS4 review. Fair stronger and more focused language is used. There has been a significant improvement. The big improvement is consistency, focusing on getting structured support for students in class.

A – Are girls arriving with lower abilities?

Q – We have several students that are below their Reading age. We had to cut down on interventions due to staffing. By September the school will have a much more comprehensive system in place

- 5.8. Mock exam. Only 1 negative residual. .

- 5.9. Governors were advised that there is a change in ability of the cohort from this year to last year. Maths prediction for this year is 75% and last year was 73%. Maintaining our attainment. NBR meets with the HOFs for Maths and English, both of which had just undertaken additional mock exams with solid predictions, everything is going in the right direction.

Action Mock results to be on agenda in June.

- 5.10. AC advised that she had met with the Maths lead and advised that there has been a significant improvement and everything is aligned. The HOF is following her strategic plan and progress is reflected in the data.

Q - Mock numbers, what is the benefit of this?

A - The difference between mock prediction and actual. Our systems for curriculum coverage and setting of mock data have both improved significantly, meaning that staff can predict with far greater accuracy. As a result, there is very little difference between predictions and actual. We are confident that our predictions are accurate.

Q - What do you expect from that mock data? Would you be able to see the shift in different schools?

A -Each local school will do mocks differently and we do not share that data.

- 5.11. Safeguarding: HMA advised that governors should read the Mossbourne Victoria Park Safeguarding Review report. This is a really valuable document for the school to learn from in terms of failures, for both safeguarding and governance. HMA raised a question around how the school is supporting governors to ask challenging questions of leaders. .

- 5.12. NW advised that the formal setting can be overwhelming, and suggested that possibly having more informal sessions would help. HMA questioned how this could be provided, e.g. on governor day. Is there anything that governors need to support this? HMA stated that it is also down to the governors having the confidence to discuss concerns with the Chair. AC invited governors to have those more formal discussions with her.

- 5.13. NW stated that he has aware that Governors have these options but was not sure about next steps. .

- 5.14. It was suggested that the school use more case studies to help to provide concrete examples for governors. It was suggested that in terms of the governors' role, they may want to consider a review of skill sets.

- 5.15. HMA invited governors to attend the safeguarding review in May.

Q – *Regarding data and sanctions against ethnic minorities, how do we get this?*

A - There is data in the Headteachers report, but if governors would like additional information , then let the school know.

Q - *Do we just use the standard codes and are they suitable for our school?*

A - We use the standard coding from the DfE.

- 5.16. KB recommended using a free text field, as there may be many students that identified in different ways.

Q - *Is there a safeguarding risk register that governors review?*

A - KB is the safeguarding link. There is a section in the Headteachers report, and the school is preparing for the SEF which will have a section on safeguarding. Would you like more specific data? Governors responded yes.

Action: Governors to be presented with more information and data on Safeguarding.

Q - We have previously discussed a summary of complaints, is this information available?

A - This is reviewed regularly with AC but will be presented at the next meeting.

Action to HMA include report more data on safeguarding and data and information on complaints when she reviews the HT report.

Q - *How often do you get complaints?*

A -Frequently, however, most are de-escalated quite quickly. It would be good to understand how much information governors want in terms of complaints.

- 5.17. The amount of information governors receive is extensive. Trust is very important as a governor, and the need to be curious and question is welcomed, however governors need to be able to understand and interpret data presented. The more diverse skill set you have in a governing body is more beneficial to the school.

- 5.18. Governors reviewed the SIA Visit Report and had no questions.

6. GOVERNORS' TRAINING

- 6.1. Governors were reminded that training records are held on GovernorHub. Chair reminded governors to attend training for safeguarding.
- 6.2. The Clerk advised that financial schools training can be undertaken as a bespoke training session.
- 6.3. Action: SBM to contact Gurpreet Kataora to discuss and arrange whole GB finance training.

7. LINK GOVERNOR REPORTS

- 7.1. KB advised that she has produced a report on Safeguarding, however it is in the process of being signed off by the school. The main highlights are:
- the transfer to CPOMs. This is a new system and staff have undergone training.
 - Several policies have been amended and have been communicated with staff and students. Preparing for upcoming safeguarding audit.
 - Kristine is leaving, meaning that the team will look slightly different, though the other members will remain the same. KB wanted to check that staff will have protected time to undertake the work they do.

Q - Are the schools running the two safeguarding systems in parallel?

A - School only notified in Jan 2026. RJ is managing this.

7.2. This has been planned for. Staff are receiving training on how to report concerns on CPOMs.

7.3. Link Governor roles: attendance
GB confirmed that she will be undertaking a visit next term.

8. SIP and SEF

8.1 Mid cycle review – HMA looked at how the school is meeting the success criteria. Working from Anywhere has been a popular change in aiding staff wellbeing.

Q How would it be best for governors to give feedback on the plan?

A – HMA offered to provide feedback guidance to be used next academic year. It's more about evaluation and detail not the writing style.

8.2 Leadership and Governance

HMA presented the Leadership and Governance SEF. She asked, "is there anything that governors learned from reading the report?"

This is only one section of the SEF which the school is working on. The other sections will be presented as part of Governor Day.

9. CHAIR'S ACTION

9.1. There were no actions considered by the chair during this reporting period

10. FINANCE

10.1 Financial Risk Register (Standing Item)

RJ resources committee has reviewed the financial risk register, some of the likelihood and ratings have been modified. Governors were informed that the Resources Committee has been invited to log financial risks.

Q - What about the cost of oil?

A - We have risks associated with energy, that can be reinstated.

10.2 Draft 2026/2027 Budget Plan

RJ informed Governors that they will need to ratify the budget in May 2026.

Governors were budget share allocation report. Governors were advised that the school will receive 1.8% increase. RJ ran through the LA breakdown of funding and how it updates the 5-year budget plan.

The school's budget plan includes the cash loan, which will be updated for the April committee meeting, the aim is to hit surplus in year 4.

Q - Do we have pupil number projections?

A - Yes, we get pupil number projections from the LA, we are a highly oversubscribed school. In terms of our 5-year plan we are confident that we will meet our number.

Q - Are you seeing an impact in other secondary schools?

Yes, several secondary schools have had to reduce PAN. We have included this on the risk register.

11. SCHOOL POLICIES AND DOCUMENTS

11.1. Governor reviewed the Policies recommended for ratification by the resources committee.

- Schools Financial Value Standard
 - Statement of Internal Control
 - Disciplinary Policy for school-based employees
 - Fundraising Policy
 - Grievance Policy
 - Managing Sickness Absence Policy and Procedure
 - Positive Handling Policy ratified
 - Capability Policy ratified
 - Prevention of Sexual Harassment Policy for school-based employees
 - Performance Development: Equalities data summary- The committee recommended that the school include additional data, which has been actioned. ratified
 - Planning for Pupil Premium Strategy
- 11.2. Governors **ratified** the recommended policies from Resources Committee as listed above.
- 11.3. Governor reviewed the Policies recommended for ratification by the Curriculum Committee:
- Anti-Bullying – Countering Harmful and Abusive Behaviours Policy
 - Provider Access Policy -MPH
- 11.4. Governors **ratified** the recommended policies from Curriculum Committee as listed above
- 11.5. Additional policies and documents:
- Positive Behaviour for Learning policy
 - Term dates – HMA inset dates may change but the term dates are fixed. Parents were advising that the school were closed for half days.
- Action School to put Term Dates and reminder of any late starts on the school's website.**
- 11.6. Governors **ratified** the recommended the additional policies and documents as listed above

12. WEB SITE COMPLIANCE CHECK

- 12.1. The Website has been checked, with a few recommendations, which have since been actioned.

13. DATE AND AGENDA ITEMS FOR THE NEXT MEETING

| | |
|------------------------|---------------------------|
| Resources Committee | 28-Apr-2026 |
| Budget ratification | 12 th May 2026 |
| Gov day | 16-Jun-2026 |
| Curriculum Committee | 9-Jun-2026 |
| Resources Committee | 23-Jun-2026 |
| Governing Body meeting | 7-Jul-2026 |