

Clerks & Governance Professionals' Autumn Term Briefing

- Wednesday 9th September – 6pm
- Tuesday 15th September – 10am

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Agenda

Welcome

Autumn term agendas

Governance Training

Keeping Children Safe in Education 2026 Updates

Business Continuity Plans

DfE updates

LBH admin reminders



Autumn Term Agenda

- Review Governor records/ terms of office/vacancies and ensure contact details up to date
 - Confirmation of meeting dates 26/27 – FGB/Committees ensuring they sync with data drops / report submissions and follow on meetings
 - Ensure school has updated GIAS – (LBH EYES database pulls info from this)
 - Governor attendance for previous year - school to upload website along with details of current FGB & roles.
 - Use of School email
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- Register of Business & Related Party Interests - annual review & re-sign forms
 - Confirmation of Governor Code of Conduct
 - Confirmation of reading KCSIE 2026



Autumn Term Agenda

- Elections of officers - Chair / Vice-Chair
- Confirmation of committee membership & Chairs – ToR's to be reviewed at Committee meetings and ratified by FGB.
- Link Governors: Safeguarding / SEND / PP/ H&S / Careers other link monitoring roles (Annual review of school's filtering & monitoring systems (KCSIE)
- Link Governors to SDP
- Governor training (standing agenda item monitor training completed)
Safeguarding training
- Skills Audit
- Induction process for new governors

- Governor Annual Plan
- Policy Tracker in place National College guide to statutory CPD and policy requirements
- Assurance regarding Business Continuity Plans (standing agenda item)
- Governor Visits (inc review of Single Central Register)
- Separate Allergy Policy (staff allergy- awareness training)
- Admissions Policy 2028-2029
- HT appraisal /review date scheduled.



Governance Training 2026-2027

- Governor Training areas covered are informed by demand from governor community – always open to suggestions for different topics.
- **Governor Training Feedback 2025-2026** [Hillingdon Governors Feedback on training 2025/26 – Fill in form](#)

Autumn Term

- **Safeguarding Training for Governors 2026/2027 - Wednesday 16 September 2026 at 6pm** Mandatory training for all governors. [Safeguarding Training for Governors 2026/2027](#)
- **Business Continuity Planning Webinar for Hillingdon Schools – Thursday 17th September 3.30pm**
- **Understanding Governor Responsibilities to handling complaints – Monday 5 October 2026 at 6pm** [Understanding Governor Responsibilities to handling complaints](#)
- **Understanding the governor responsibilities for SEND & Inclusion provision within schools - Tuesday 20 October 2026 at 6pm** Understanding the governor responsibilities for SEND & Inclusion provision within schools [Understanding the governor responsibilities for SEND & Inclusion provision within schools](#)
- **An Overview of Schools Finance for Governors, Knowing your Responsibilities - Monday 23 November 2026 at 6pm** - delivered by Luisa Hansen, Head of Finance, Education and SEND [An Overview of Schools Finance 2026-2027 for Governors - Knowing your Responsibilities](#)

Spring Term

- **Clerks Briefing Spring Term – Tuesday 2nd February 6pm and Thursday 4th February 10am**
- **Understanding School Performance Data for Governors - 1st March 2027 at 6pm** [Understanding School Performance Data for Governors 01.03.2027](#)
- **Understanding the Ofsted Inspection Updates for School Governors 19 April 2027 at 6pm** [Understanding the Ofsted Inspection Updates for School Governors 19 April 2027](#)
- [Hillingdon Learning Zone: Log in to the site](#) – Wellbeing/resilience
- [Judicium Sofa Sessions | Judicium Education](#)
- [Regional CONTEST co-ordinators: virtual training sessions - GOV.UK](#) – Prevent specifically for Governors



KCSIE 2026 – Overview of Updates

- Annex A has been withdrawn and all staff are now expected to read Part One in full. Although an overview remains available as a quick reference.
- Annex C summarises the changes. **Boards should pay particular attention to safer recruitment, online safety, filtering and monitoring, children questioning their gender, regulated activity and the responsibilities of governing bodies and proprietors.**
- New guidance on AI, including AI-generated and “deepfake” images, and the safe use of generative AI in education.
- Filtering and monitoring effectiveness must be reviewed at least once every academic year and recorded - Governing bodies are now required to review and document the effectiveness of these systems at least once every academic year. This standard moves filtering and monitoring from a passive procurement exercise to an active, audited process.
- [School cyber security questions for governors](#)
- New mobile phone policy section.
- New and expanded content on Violence Against Women and Girls (VAWG), misogyny and serious violence.
- New “Family Help” terminology reflecting wider multi-agency changes.



Business Continuity Plans

[Emergency planning and response for education, childcare and children's social care settings - GOV.UK](#)
[Critical incident and emergency closures – LEAP](#)

A **business continuity plan** should set out how your school will maintain 'business as usual' during and after a disruptive event that stops you opening the school as normal. For example, extreme weather or shortage of staff due to illness.

It should include the actions you'll take to make sure pupils continue to receive the same level of education and care they'd normally be entitled to.

A **disaster recovery plan** focusses more specifically on how your school will restore systems and data that could be lost due to a serious incident, such as a cyber attack or a fire.

These terms sometimes get used interchangeably. Ideally, your plans should cover both types of incident.



DfE Governance Guides Updated (July 2026)

The DfE updated both the Maintained Schools Governance Guide and the Academy Trust Governance Guide in July 2026

[Maintained schools: governance guide - GOV.UK](#)

[Academy trust handbook 2026: effective from 1 October 2026 - GOV.UK](#)

DfE governance resource continue to emphasise the strategic role of governance professional (updated November 2025) [Working with governance professionals \(clerks\): resources - GOV.UK](#)

- CPD
- Appraisal
- [Judicium Sofa Sessions | Judicium Education](#)

Children's Wellbeing and Schools Act 2026 is in force

- The act became law on 29 April 2026 and introduces wide-ranging changes. Many of the measures take effect from September 2026.
- That schools must have a policy [banning mobile phones](#) during the school day
- A limit on branded school uniform items
- Expanded free school meal eligibility

• **Ofsted Updates**

- [Summary of changes - GOV.UK](#)
- [School inspection: toolkit, operating guides and information - GOV.UK](#)
- IDSR - Data

DfE Implementation Dates

Autumn Term

- KCSIE 2026 (1 Sept): Updated statutory safeguarding guidance goes fully live
- Volunteer DBS rules from 1 September 2026 [Regulated activity: removal of the supervision exemption \(comes into force 1 September 2026\) - GOV.UK](#)
- Uniform Cap (1 Sept): Strict statutory limit of maximum three compulsory branded items
- Mobile Phone Ban (1 Sept): Statutory mandate restricting smartphone use all day
- FSM Expansion (1 Sept): Eligibility extended to all households on Universal Credit
- Allergy Safety (1 Sept): Mandatory spare allergy pens (AAs) and staff training [Allergy safety in schools - GOV.UK](#)
- EYFS Framework (1 Sept): New statutory Early Years foundation rules take effect
- Inclusion Strategy (31 Dec): Legal deadline to publish school inclusion statements.
- Teacher Pay award – accepted 3.5% increase from September 2026 and a further 3% from September 2027.

LBH Admin reminders

- Submit update of FGB members each term
- Submit copies of FGB minutes (draft is acceptable)
- Notify Governor Services of any Governor Vacancies (of any category)
- Change to CoG – please notify with new name/email address
- LA Governor appointments to have cabinet member approval
- IoG updates to have cabinet member approval
- Governing boards to have (and use) school email addresses
- Share weekly LA Education update
- Share ½ termly Governors newsletter
- Continue to share details of the training and other adhoc info re governance
- [Boards for Education](#) - (new name of Governors for Schools)

**Thank you, please do not hesitate to
contact Governance Services if you
have queries**

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