

ATTENDANCE REPORTING

Spittal Community First School

From September 2015, Governing Bodies are required to publish, on their website, information about their governors.

Governors are required to attend at least the statutory termly Full Governing Body Meetings and, if they fail to do so, the Governing Body can review their appointment and consider disqualifying them from the Governing Body.

However, we recognise that attendance at one meeting per term is unlikely to enable the Governor to contribute fully to meeting the statutory responsibilities and accountabilities of the Governing Body. Moreover, our Governors are encouraged to make regular visits to school, to apply their skills to support and challenge our Headteacher and to develop their knowledge and understanding of the expectations we have of our pupils, staff and Senior Leaders.

In practice, the Full Governing Body and each of the two main committees will meet at least once in each Half Term. Individuals can be assigned specific responsibilities, such as Safeguarding. They may be invited to work together with other Governors and Staff in a Working Group to review policies, review key issues and plan next steps to deliver our Development Plan. They may be part of an Appointment Panel to fill key job vacancies.

In addition, they may attend training and development to support their own understanding of their role.

We value their input and acknowledge that some of our Governors volunteer hours and hours of their own time. For that reason, we will always review attendance at the statutory meeting in the context of their overall contribution.

In the table below, their key responsibilities within the Governing Body are listed, along with their attendance at Full Governing Body Meetings in the last 12 months.

Name & Category	Appointing Body	Terms of Office	Committees	Official responsibility	Attendance at Autumn 2019 Full Governing Body Meeting	Attendance at Spring 2020 Full Governing Body Meeting	Attendance at Summer 1 2020 Full Governing Body Meeting	Attendance at Summer 2 2020 Full Governing Body Meeting
Wendy Kiff - Headteacher	By virtue of office	11/04/16	Both committees	Headteacher	Y	Y	Y	Y
Geraldine Cowan - Local Authority	Local Authority	01/07/15 to 30/06/23	Both committees	Chair	Y	Y	Y	Y
Emma Richards - Staff Governor	Staff Body	18/10/17 to 17/10/21	Both committees		Y	Y	Y	Y
Iain Scott - Co-opted Governor	Governing Body	01/07/15 to 31/03/22	Finance		Y	Y	N	N
Chloe Hattle - Co-opted Governor	Governing Body	01/07/15 to 30/06/23	Curriculum		Y	N	Y	Y
John Todd - Co-opted Governor	Governing Body	01/07/15 to 30/06/23	Finance		Y	Y	Y	Y
John Campbell - Co-opted Governor	Governing Body	01/07/15 to 30/06/23	Curriculum	Vice-Chair	Y	N	Y	Y
Nicola Dixon - Co-opted Governor	Governing Body	21/03/19 to 20/03/23	Curriculum		N	Y	Y	Y
Caroline	Governing	24/06/15	Curriculum		Y	Y	Y	Y

Arthur - Co-opted Governor	Body	to 31/8/23						
Stuart Coyle - Parent Governor	Parent Body	13/12/17 to 12/12/21	Curriculum		Y	Y	N	Y
Valerie Tobias - Co-opted Governor	Governing Body	13/02/20 to 12/02/24	Curriculum		N/A	N/A	Y	Y

Finance and Staffing Committee

Member	Aut 2019	Spr 2020	Sum 2020			
Wendy Kiff	Y	Y				
Geraldine Cowan	Y	Y				
Emma Richards	N	Y				
Iain Scott	Y	Y				
John Todd	Y	N				

School Improvement Committee

Members	Aut 2019	Spr 2020	Sum 2020			
Wendy Kiff	Y	Y				
Geraldine Cowan	Y	Y				
Emma Richards	Y	Y				
Chloe Hattle	Y	N				
John Campbell	N	N				
Nicola Dixon	N	N				
Caroline Arthur	Y	N				
Stuart Coyle	N	N				
Val Tobias	N/A	N				

Note: Committee meetings were suspended in the Summer Term due to Covid.

