

## **ATTENDANCE REPORTING**

### **Shilbottle Primary 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.

#### Attendance at Full Governing Body Meetings

Name	Committee Membership	Official responsibility	Autumn 2019	Autumn 2 2019	Spring 2020	Summer 1 2020	Summer 2 2020
Gary Parnaby	Both committees	Headteacher	Y	Y	Y	Y	Y
Stephen Wilson	SCPSC	Chair (Gov Body)	Y	Y	Y	Y	Y
Colin Grimes	SCPSC	Vice	Y	Y	Y	Y	Y
Imogen Bowden	RFBSC		Y	N	Y	N	N
Cynthia Bishop	SCPSC		Y	Y	N	Y	Y
Emma Bryceland	RFBSC	Chair	Y	Y	Y	Y	Y
Emily Pringle	RFBSC	Vice	Y	N	N	Y	Y
Mark Skirving	SCPSC		N	N	Y	Y	Y
Trevor Thorne	RFBSC		N	N	N	Resigned	Resigned
Vickie Allen	RFBSC		N/A	N/A	N/A	Y	Y

#### Attendance at Resources, Finance, Building and Staffing Committee (RFBSC)

Member	Aut 2019	Spr 2020	Sum 2020			
Gary Parnaby	Y	Y	Y			
Emma Bryceland	Y	Y	Y			
Emily Pringle	Y	Y	Y			
Vickie Allen	N	N	Y			
Imogen Bowden	Y	N	N			

#### Attendance at Strategy, Curriculum, Policies and Safeguarding Committee (SCPSC)

Members	Aut 2019	Spr 2020	Sum 2020			
Gary Parnaby	Y	Y	Y			
Stephen Wilson	Y	Y	Y			
Colin Grimes	Y	Y	Y			
Mark Skirving	N	Y	Y			
Cynthia Bishop	Y	N	Y			

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