

Portobello Primary School – Governing Body Membership and Vacancies

Governing Body	Type	Start Date	End Date
Mr Steve Collins	Co-opted	15/06/2023	14/06/2027
Mr Paul Kelly	Co-opted	20/11/2023	19/11/2027
Mrs Dorothy McGuinness	Co-opted	11/03/2023	10/03/2027
Mrs Michelle O'Connor	Co-opted	25/06/2024	24/06/2028
Ms Lynsey Watson	Co-opted	21/03/2024	20/03/2028
Miss Caroline West	Co-opted	25/06/2023	24/06/2027
Mrs Jayne Humphrey	Headteacher	01/09/2017	
Mrs Hazel Weatherley	Local Authority	25/03/2021	24/03/2025
Ms Debbie Allingham	Parent	15/12/2021	14/12/2025
Mrs Shelley Mitchinson	Parent	03/10/2022	02/10/2026
Ms Sarah Lillie	Staff	23/09/2022	22/09/2026

Position	Type
Mrs Dorothy McGuinness	Chair
Miss Caroline West	Co-opted governor - staff member
Miss Caroline West	Deputy Headteacher
Mr Paul Kelly	Vice-Chair

Establishment	Term	Required	Governors	Vacancies
Co-opted	4 Years	6	6	0
Headteacher	Ex-officio	1	1	0
Local Authority	4 Years	1	1	0
Parent	4 Years	2	2	0
Staff	4 Years	1	1	0
TOTAL		11	11	0

Previous Appointments	Type	Start Date	End Date
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Portobello Primary School

Governing body regulations (maintained schools)

- As stated in the DfE's "Maintained schools governance guide", the core functions of the governing body are as set out in (regulation 6) and include, but are not limited to ensuring:
 - that the vision, ethos and strategic direction of the school are clearly defined
 - that the headteacher performs their responsibilities for the educational performance of the school
 - the sound, proper and effective use of the school's financial resources
- Governors are appointed/elected as follows:
 - Co-opted - appointed by the governing body
 - Foundation - appointed by the Diocese (or the PCC if appropriate - there may also be provision in the Instrument of Government for the parish priest to be ex-officio)
 - Headteacher - ex-officio
 - Local Authority - appointed by the governing body, following approval of the 'nomination' by the LA
 - Parent/Staff - elected by parents/staff respectively
- Governing bodies must have at least seven governors, including the Headteacher; one and only one Local Authority governor; one and only one Staff governor; at least two Parent governors; and for Voluntary Aided schools, there must be exactly two more Foundation governors than all other categories combined.
- The total number of Co-opted governors who are also eligible to be elected as Staff governors, when counted with the Staff governor and the Headteacher, must not exceed one third of the total membership of the governing body.
- The term of office for any governor shall be four years (unless otherwise stated in the Instrument of Government), save that this time limit shall not apply to any post which is held ex officio. Associate Members can be appointed for between one and four years. Parent governors may serve out their term of office when their child leaves the school, but Staff governors must resign when they leave the school.
- Associate Members and governors who are members of staff cannot be Chair or Vice-Chair. Associate Members also do not count towards a quorum and do not have voting rights for governing body meetings (but can be appointed with voting rights on committees).
- The governing body must hold at least three meetings in every school year, and the quorum for a meeting of the governing body and for any vote on any matter at such a meeting, is one half (rounded up to a whole number) of the membership of the governing body, i.e. the number of governors in post at the date of the meeting.
- Every question to be decided at a meeting of the governing body is to be determined by a majority of the votes of the governors present and voting on the question, and where there is an equal division of votes the Chair, or as the case may be, the person who is acting as Chair for the purposes of the meeting (provided that such person is a governor), will have a second or casting vote (the governing body may approve alternative arrangements for governors to participate or vote at meetings of the governing body including but not limited to by telephone or video conference).