



**PREVIOUS GOVERNORS (SERVED AT ANY POINT OVER THE PAST 12 MONTHS)**

| Full Name     | Category of Governor | Appointing Body<br>(in accordance with the Instrument of Government) | Date of Appointment | Date Stepped Down | Committees Governor Served On | Positions of Responsibility<br>(eg chair or vice-chair of the GB or Committee of the GB) | Relevant Business/Pecuniary Interests | Governance roles in any other educational establishments | Relationship between Governors and members of the school staff<br>(including spouses, partners or relatives) |
|---------------|----------------------|--|---------------------|-------------------|-------------------------------|--|---------------------------------------|--|--|
| Tanya Mason   | Co-opted             | Governing Body   | 01.09.2015          | 31.08.2019        | TLCP                          | Training Link Governor   | None                                  | None   | None   |
| Rachel Hughes | Parent               | Governing Body   | 01.02.2018          | 01.02.2022        | Finance & Premises            |  | None                                  | None   | None   |
| Jane Yarwood  | Co-opted             | Governing Body   | 01.02.2016          | Feb 2020          | TLCP                          | Chair of TLCP  | None                                  | None   | None   |

**POINT OF CONTACT FOR GOVERNING BODY**

|                      |   |
|----------------------|---|
| <b>Name of Clerk</b> | Nicola Adkins (clerk@histon.cambs.sch.uk) |
|----------------------|---|

**Structure of the Governing Body**

The school is a maintained nursery school and it reconstituted in line with statutory guidelines on 1st September 2015.

There are 13 governors appointed. There are 2 vacancies.

- 4 elected Parent Governors
- 1 LA governor
- 1 Headteacher
- 1 elected Staff Governor role
- 6 co-opted governors (of which up to 2 could be members of staff).

The term of office of all governors (other than the Headteacher) is four years

This instrument of government came into effect on 1st September 2015.

The Governing Body has established committees to which it delegates day to day responsibility for the oversight of various aspects of the running of the school: Teaching, Learning and Community Provision committee, Personnel committee, Finance & Premises committee.

**HISTON EARLY YEARS CENTRE GOVERNING BODY**  
**ATTENDANCE RECORD AT GOVERNING BODY AND COMMITTEE MEETINGS FOR THE ACADEMIC YEAR 2018-19**

**Academic Year 2019-20**

| Full Name         | Category        | Full Governing Body Meetings |            |            |            |  |  |
|-------------------|-----------------|------------------------------|------------|------------|------------|--|--|
|                   |                 | 23.9.2019                    | 25.11.2019 | 02.03.2020 | 22.06.2020 |  |  |
| Jacqueline Wade   | Local Authority | ✓                            | ✓          | ✓          |            |  |  |
| Karen Scott       | Head teacher    | ✓                            | ✓          | ✓          |            |  |  |
| Kelly Taylor      | Staff           | ✓                            | ✓          | A          |            |  |  |
| Rebecca Hill      | Co-opted        | ✓                            | ✓          | ✓          |            |  |  |
| Emily Smith       | Staff           | A                            | ✓          | ✓          |            |  |  |
| Jane Yarwood      | Co-opted        | ✓                            | ✓          | ✓          |            |  |  |
| Neil Telfer       | Parent          | A                            | ✓          | A          |            |  |  |
| Charlotte Hitchen | Parent          | ✓                            | ✓          | ✓          |            |  |  |
| Rachel Hughes     | Parent          | ✓                            | A          | n/a        |            |  |  |
| Phil Clements     | Parent          | ✓                            | ✓          | ✓          |            |  |  |
| Simon Murphy      | Co-opted        | ✓                            | ✓          | A          |            |  |  |
| Stephen Drew      | Co-opted        | ✓                            | ✓          | ✓          |            |  |  |
| Heather Inwood    | Co-opted        | n/a                          | ✓          | ✓          |            |  |  |

| Full Name         | Category        | Finance & premises |            |            | TLCP       |            |            |            | Personnel  |            |     |
|-------------------|-----------------|--------------------|------------|------------|------------|------------|------------|------------|------------|------------|-----|
|                   |                 | 28.10.2019         | 10.02.2020 | 18.05.2020 | 18.09.2019 | 20.11.2019 | 05.02.2019 | 10.06.2020 | 27.01.2020 | 18.05.2020 |     |
| Jacqueline Wade   | Local Authority | n/a                | n/a        | n/a        | n/a        | n/a        | n/a        | n/a        | ✓          |            |     |
| Karen Scott       | Head teacher    | ✓                  | ✓          |            | ✓          | ✓          | ✓          |            | ✓          |            |     |
| Kelly Taylor      | Staff           | n/a                | n/a        | n/a        | n/a        | n/a        | A          |            | n/a        | n/a        | n/a |
| Rebecca Hill      | Co-opted        | n/a                | n/a        | n/a        | ✓          | ✓          | ✓          |            | n/a        | n/a        | n/a |
| Emily Smith       | Co-opted        | n/a                | n/a        | n/a        | A          | A          | A          |            | n/a        | n/a        | n/a |
| Jane Yarwood      | Co-opted        | n/a                | n/a        | n/a        | ✓          | ✓          | ✓          | n/a        | n/a        | n/a        | n/a |
| Neil Telfer       | Parent          | n/a                | n/a        | n/a        | n/a        | n/a        | n/a        | n/a        | ✓          |            |     |
| Charlotte Hitchen | Parent          | ✓                  | ✓          |            | n/a        | n/a        | n/a        | n/a        | n/a        | n/a        | n/a |
| Rachel Hughes     | Parent          | F                  | ✓          | n/a        | n/a        | n/a        | n/a        | n/a        | n/a        | n/a        | n/a |
| Phil Clements     | Parent          | ✓                  | ✓          |            | ✓          | ✓          | ✓          |            | n/a        | n/a        | n/a |
| Simon Murphy      | Co-opted        | n/a                | F          |            | n/a        | n/a        | n/a        | n/a        | n/a        | n/a        | n/a |
| Stephen Drew      | Co-opted        | n/a                | ✓          | n/a        | n/a        | ✓          | ✓          |            | ✓          |            |     |
| Heather Inwood    | Co-opted        | n/a                | n/a        | n/a        | n/a        | n/a        | ✓          |            | n/a        | n/a        | n/a |

**Attendance Key**

✓ = Attended

A = Absent with the consent of the Governing Body (apologies accepted)

F = Failed to attend or Absent without the consent of the Governing Body

## Academic Year 2020-21

| Full Name         | Category        | Full Governing Body Meetings |            |            |            |  |  |
|-------------------|-----------------|------------------------------|------------|------------|------------|--|--|
|                   |                 | 21.09.20                     | 11.01.2021 | 15.03.2021 | 28.06.2021 |  |  |
| Jacqueline Wade   | Local Authority | ✓                            |            |            |            |  |  |
| Karen Scott       | Head teacher    | ✓                            |            |            |            |  |  |
| Kelly Taylor      | Co-opted        | ✓                            |            |            |            |  |  |
| Rebecca Hill      | Co-opted        | ✓                            |            |            |            |  |  |
| Emily Smith       | Staff           | ✓                            |            |            |            |  |  |
| Neil Telfer       | Parent          | ✓                            |            |            |            |  |  |
| Charlotte Hitchen | Parent          | A                            |            |            |            |  |  |
| Phil Clements     | Parent          | ✓                            |            |            |            |  |  |
| Simon Murphy      | Co-opted        | ✓                            |            |            |            |  |  |
| Stephen Drew      | Co-opted        | ✓                            |            |            |            |  |  |
| Heather Inwood    | Co-opted        | ✓                            |            |            |            |  |  |
|                   |                 |                              |            |            |            |  |  |
|                   |                 |                              |            |            |            |  |  |

| Full Name         | Category        | Finance & premises |            |            | TLCP       |            |            | Personnel  |            |            |
|-------------------|-----------------|--------------------|------------|------------|------------|------------|------------|------------|------------|------------|
|                   |                 | 12.10.2020         | 01.03.2021 | 07.06.2021 | 19.10.2020 | 01.02.2021 | 10.05.2021 | 17.09.2020 | 25.02.2021 | 14.06.2021 |
| Jacqueline Wade   | Local Authority | n/a                | n/a        | n/a        | n/a        | n/a        | n/a        | ✓          |            |            |
| Karen Scott       | Head teacher    |                    |            |            |            |            |            | ✓          |            |            |
| Kelly Taylor      | Co-opted        | n/a                | n/a        | n/a        |            |            |            | n/a        | n/a        | n/a        |
| Rebecca Hill      | Co-opted        | n/a                | n/a        | n/a        |            |            |            | n/a        | n/a        | n/a        |
| Emily Smith       | Staff           | n/a                | n/a        | n/a        |            |            |            | n/a        | n/a        | n/a        |
| Neil Telfer       | Parent          | n/a                | n/a        | n/a        | n/a        | n/a        | n/a        | ✓          |            |            |
| Charlotte Hitchen | Parent          |                    |            |            | n/a        | n/a        | n/a        | n/a        | n/a        | n/a        |
| Phil Clements     | Parent          |                    |            |            |            |            |            | n/a        | n/a        | n/a        |
| Simon Murphy      | Co-opted        |                    |            |            | n/a        | n/a        | n/a        | n/a        | n/a        | n/a        |
| Stephen Drew      | Co-opted        |                    |            |            |            |            |            | ✓          |            |            |
| Heather Inwood    | Co-opted        | n/a                | n/a        | n/a        |            |            |            | n/a        | n/a        | n/a        |
|                   |                 |                    |            |            |            |            |            |            |            |            |
|                   |                 |                    |            |            |            |            |            |            |            |            |

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✓ = Attended      A = Absent with the consent of the Governing Body (apologies accepted)

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