

DIRECTORS' AND GOVERNORS' ATTENDANCE POLICY

This Policy was originally created in:	September 2017
This Policy was ratified by the Board of Directors on :	Spring 2025
This Policy will be reviewed on :	Spring 2028

GLC Mission Statement

The GLC's mission is to develop active and thriving citizens within a diverse, truly fair and equal community.

This will be achieved through:

- High quality teaching that deliberately develops competencies of curiosity, creativity, communication and critical-thinking;
- An inspiring and meaningful curriculum;
- The development of productive relationships by instilling the values of compassion, resilience, responsibility and aspiration to prepare our young people for learning and life;
- A commitment to the wellbeing of our staff;
- A culture of professional generosity, collaboration, challenge and support throughout the GLC;
- The development of effective external partnerships for the benefit and wellbeing of our community.

Equalities Statement

The GLC's commitment to equality is enshrined in our mission statement to develop 'active and thriving citizens within a diverse, truly fair and equal community'.

We are a vibrant, innovative and successful organisation: we work hard to be the place of choice to work and to learn. Across the 5 academies of the GLC, we pledge that everyone enjoys an equality of opportunity. We work tirelessly to ensure that individual characteristics including age, ethnicity, socio-economic background, academic ability, disability, gender, religious beliefs, sexual orientation are not discriminated against in any way. We create inclusive environments characterised by mutual respect where difference is celebrated.

The GLC Directors' and Governors Attendance Policy

1. We value and recognise the important contribution that Governors and Directors make to strategic leadership at The Gateway Learning Community. In order to enable those responsible for governance to have an accurate understanding of the school's/ trusts context, strengths and weaknesses, attendance at board meetings and committees is essential. However, we do recognise that on occasions it is not possible for Governors or Directors to attend. In this instance, an apology should be sent before the meeting that he or she cannot attend and this must be recorded in the minutes of the meeting. The regulations require that the minutes must also state whether the Board of Directors or Committee members consented to the absence. There is a need, therefore, to ensure that the Board of Directors and Committee is given the opportunity to consent to the absence: if it does, the non-attendance provisions will not apply until the next absence [when consideration will again need to be given to consenting to the absence].
2. Directors/Governors who miss meetings of the Board of Directors and Local Governing Body without permission of their fellow members will be disqualified from the Board of Directors and Local Governing Body if they do not attend a full Board of Director or Governing Body meeting for six months from the date of the first meeting they miss. The six months commences on the date that the meeting was held [and the Director/Governor failed to attend], and the appointment as a Director/Governor will end precisely six months to the day.
3. Directors/Governors who have been disqualified for missing meetings may not be re-appointed for one year following their disqualification.
Disqualification for non-attendance applies to full Board of Director, Committee meetings and any special meetings.
4. The following cannot serve as Academy Directors or Governors:
People who:
 - Are under the age of 18 years or are a current pupil of the trust.
 - Can be compulsorily detained under the Mental Health Act 1983;
 - Are bankrupt or disqualified under the Company Directors Disqualification Act;
 - Have been removed from a charity trusteeship by the Charity Commissioners or High Court on the grounds of misconduct or mismanagement;
 - Are included in the list of teachers or workers prohibited or restricted from working with children or young persons [currently named Children's Barred List Check];
 - Have been disqualified from being an independent school proprietor, teacher or employee in any school by an independent Schools Tribunal or by the Secretary of State;
 - Have in the previous five years [or since becoming a governor] been sentenced to three months or more in prison [whether this was suspended or not] without the option of a fine;
 - Have in the previous 20 years been sentenced to imprisonment for two and a half years or more;
 - Have at any time been sentenced to imprisonment for five years or more;
 - Have been fined for causing a nuisance or disturbance on school premises during five years prior to, or since, appointment or election as a governor;
 - Are employed as Clerk to the Board.
In addition:
 - Members responsible for governance cannot be the Clerk to the Board, or Clerk to staff dismissal, dismissal appeal, pupil discipline or admissions committee [except in a specific emergency].
5. Removal from the Board of Directors and/or Committees

- Parent, teacher and support staff governors cannot be removed during their term of office unless they become disqualified as in paragraph 1 or 2 above or, in the case of teacher or staff governors, they cease to be employed to work at the school.
- A director or governor may be removed by the Board of Directors.
- The power to remove governors must be used reasonably and lawfully.

Please note that the appointment of all categories of Academy Director or Governor are subject to clearance through the Criminal Records Bureau. Agreement to serve as a Director or Governor implies acceptance of the need to complete appropriate documentation.