Local Governing Body (LGB) Attendance Register

School Name: Elizabeth Woodville School
Academic Year: 2026 / 2027

1. Attendance Tracker Matrix

Key: **P** = Present | **A** = Apologies Accepted | **U** = Absent (Unapologised) | **N/A** = Not Appointed / Stepped Down

Governor Name	Governor Category / Role	Term Start Date	Term End Date	Autumn 1 (DD/MM)	Autumn 2 (DD/MM)	Spring 1 (DD/MM)	Spring 2 (DD/MM)	Summer 1 (DD/MM)	Summer 2 (DD/MM)	YTD % Attendance
Tom Middlehurst	Chair of Governors (Co-opted)	01/09/2026	31/08/2030	P						100%
Greg Godwin	Trust appointed Governor	01/08/2023	01/07/2027	A						0%
Bina Hale	Parent Governor	01/09/2026	31/08/2030	P						100%
Julie Hyett	Parent Governor	01/09/2026	31/08/2030	A						0%
Hannah Jones	Headteacher	01/09/2022	N/A	P						100%
TBC	Staff Governor			A						0%

2. Meeting Log & Quorum Verification

Meeting / Term	Date & Time	Total Governors In Office	Governors Present	Apologies Received	Quorum Met? (Yes/No)	Clerk / Governance Professional
Autumn Term 1	30th September 2026	4	3	1	Yes	Claire Beck
Autumn Term 2	20th January 2026	5				Claire Beck
Spring Term 1	21st April 2026	4				Claire Beck
Summer Term 1	23rd June 2026	4				Claire Beck

3. Statutory & Compliance Notes

- **Public Disclosure:** Board attendance registers must be updated annually and published on the secondary school's official website in line with DfE/Governance Handbook compliance standards.
- **Disqualification Rule:** Under standard governance regulations, continuous absence without board consent for 6 months (or 3 consecutive meetings, depending on articles of association) may result in disqualification.
- **Quorum Threshold:** Verify that your board meets its minimum quorum requirement (typically 50% rounded up or one-third of total governor posts in office, excluding vacancies) before formal voting on decisions.