



**GOVERNING BODY OF
DOWNVIEW PRIMARY SCHOOL**
Wroxham Way
Felpham, Bognor Regis
West Sussex PO22 8ER
Tel: 01243 820511
Fax: 01243 833549

Email: office@downview.w-sussex.sch.uk

Website: www.downviewprimary.co.uk

Headteacher: Mrs Mandy Williams

Chair of Governors: Mrs Sue Hawthorn

Secretary to Governors: Mrs Janet Ramsdale

Formal record of Trustee Meeting attendance

1st September 2017 to 31st August 2018

The information on governance included here supplements that described in the Trustees' Report and in the Statement of Trustees' Responsibilities. The board of trustees has formally met 7 times during the year. Attendance during the year at meetings of the board of trustees was as follows:

Trustee/ Governor	Meetings attended	Out of a possible
Mrs Susan Hawthorn (Chair)	7	7
Mr Christopher Pacey	1	1
Mrs Mandy Williams (Headteacher and Accounting Officer)	7	7
Mrs Isobel Hellyer (Staff)	7	7
Mrs Hazel Jones	6	7
Mrs Valerie Morris	7	7
Mrs Jessica Twine (Staff)	5	7
Mr Owen Costen	6	7
Mrs Laura Farrant	7	7
Mrs Maxine Smith	3	3
Mrs Emma Priest	5	7
Mr Pete Ansell	2	3

October 2018

