

## DIY Guide Guidance for School Governors

### ASSOCIATE MEMBERS OF GOVERNING BODIES

Governing bodies can appoint Associate Members *for* a period of between one and four years.

The term of office can vary for individuals.

Associate Members are **not governors** and are not included on the school's instrument.

Associate Members can attend full governing body meetings but...

Associate Members **cannot vote at full governing body meetings**.

Associate Members must not be counted when calculating a quorum.

Associate Members can be appointed to committees with voting rights on that committee (if over 18). **The voting rights of an Associate Member on a committee must be determined by the governing body** (and clearly stated in the Terms of Reference of that committee).

Associate Members may be excluded from any meeting when the item of business concerns an individual pupil or member of staff.

Associate Members must be included in the register of business interests.

Details of Associate members must be included with those of governors on the school website. Information includes: name, term of office, committee membership, business interests, and attendance at meetings.

Associate Members are entitled to attend governor training and development sessions.

Associate Members can be removed from office by the governing body at any time.