



Governing Body at Otterburn Primary School and Nursery

The Governing Body provides strategic leadership and accountability for Otterburn Primary School and Nursery. Governors work with the Headteacher to set the school's strategic direction, oversee financial performance, monitor school improvement and provide appropriate support, challenge and assurance.

The Full Governing Body meets termly. Governors also undertake committee work and monitoring linked to the School Development Plan and key statutory responsibilities through the 2026/27 Governor Monitoring and Assurance Cycle.

Governing Body Membership

Governor	Role
Mrs Alison Woodcock	Headteacher
Mrs Sarah Mand	Chair of Governors
Mrs Helen Spiller	Staff Governor
Mrs Gemma Tait	Governor / Safeguarding Governor
Mrs Alison Thomson	Governor
Mr Cliff Lamb	Governor
Mr Steve Gibson	Governor
Mrs Vicky Kinneavy	Governor
Mrs Sara Jackson	Governor
Mr Gary Woodcock	Associate Member

Parent Governor vacancy: Recruitment is currently underway.

Committees

The Governing Body operates two principal committees. The Headteacher works across the committee structure as appropriate.

Policy & Resources Committee

Governors: Sarah Mand, Cliff Lamb, Gemma Tait and Sara Jackson.

The committee's remit includes:

- Finance and budget monitoring
- Staffing and HR
- Premises and estates
- Health & Safety
- GDPR
- Policies

Curriculum & Standards Committee

Governors: Helen Spiller, Gary Woodcock, Alison Thomson and Steve Gibson.

The committee's remit includes:

- School Improvement Plan
- Quality of Education
- Curriculum
- Assessment and outcomes
- Behaviour & Attitudes
- Attendance
- SEND
- Pupil Premium
- PE & Sports Premium

Governor Monitoring - School Development Priorities

Governors have been allocated areas of monitoring linked directly to the School Development Plan. Monitoring takes place termly and is supported by the relevant staff lead.

Development Area	Governor(s)	Staff Lead
Maths	Cliff Lamb	Helen Spiller
English	Alison Thomson	Hannah Tincombe / Alison Woodcock
Early Years	Sarah Mand and Gary Woodcock	Katie Waddington
Personal Development, Behaviour & Attitudes and School Culture	Sarah Mand and Steve Gibson	Alison Woodcock

Safeguarding Monitoring

Gemma Tait is the Safeguarding Governor. Termly safeguarding monitoring visits are scheduled throughout the academic year.

Monitoring and Assurance

The revised Governor Monitoring and Assurance Cycle for 2026/27 aligns governor monitoring closely with the School Development Plan and key areas of statutory responsibility. Governors work alongside relevant staff leads to provide appropriate challenge and assurance. Monitoring reports and supporting documentation are shared with governors and retained on the governors' Shared Drive. The monitoring schedule remains under review and governors are notified of any changes.