

Blackpool District Scout Council

District Attendance Policy

For all Board of Trustee members

This policy is intended to support the full contribution of all Trustee members to Blackpool District Scout Council and their Trustee obligations.

All Trustee Board members to receive a copy of this official policy upon appointment. The policy will be reviewed once a year. The policy has been reviewed and authorised by the Trustee Board.

Definition of a Trustee Attendance: The effectiveness of the Trustee Board is dependent upon a broad and balanced input from its members. This breadth and balance can only be assured through the regular attendance of its members.

An attendance problem occurs if any of the following conditions exist regarding a Trustee Board member's attendance at meetings:

1. The member has two un-notified absences in a row ("un-notified" means the member did not call ahead to the Secretary before the upcoming meeting to indicate they would not be attending).
2. The member has three notified absences in a row.

If either of the above conditions occur, this will be noted in the minutes at the next Trustee Board meeting.

The Chair will subsequently contact the absent member to discuss the reasons/circumstances for the absence and if their membership of the Trustee Board should continue.

In the event of the above being due to exceptional circumstances, a decision will be made on each individual case.