

# The Governor Support Service



[www.milton-keynes.gov.uk/mkgovernors](http://www.milton-keynes.gov.uk/mkgovernors)

## The Governor Support Service

The aim of the Governor Support Service is to provide high quality information, training, advice and support to governing bodies to enable them to contribute effectively to school improvement.

We do this by:

ensuring that governors are kept up to date with education legislation and their legal responsibilities by disseminating information to governing bodies which is relevant and understandable;

providing a clerking service which administers the agenda, undertakes the minute taking and follow up work, and provides a clerk to advise governors at their meetings;

providing guidance on educational and procedural issues and sharing examples of good practice;

providing training courses and development opportunities for governors and governing bodies;

assisting with the recruitment of governors;

enabling governors to undertake their roles and responsibilities confidently and effectively.

Let us introduce you to our staff, with a very brief description of what they do:

**Sue English, Senior Education Officer**

**Tel: 01908 253211**

**email: sue.english@milton-keynes.gov.uk**

Sue is responsible for leading and managing the work of the team.

**Sue Bruce, Assistant Education Officer**

**Tel: 01908 253614**

**email: sue.bruce@milton-keynes.gov.uk**

Sue manages the clerking service and the appointment of governors.

**Penny Giraudeau, Governor  
Development Officer**

**Tel: 01908 253787**

**email: penny.giraudeau@milton-keynes.gov.uk**

Penny is responsible for the governor development programme.

**Fiona Vines, Senior Clerk to Governors**

**Tel: 01908 253423**

**email: fiona.vines@milton-keynes.gov.uk**

Fiona manages the clerking team and is a Clerk to Governors.

The Clerks to Governors act as Clerk to many individual governing bodies. Our team is:

**Lesley Finnis**, tel: 01908 253174  
email: lesley.finnis@milton-keynes.gov.uk

**Sue Puddifoot**, tel: 01908 253536  
email: sue.puddifoot@milton-keynes.gov.uk

**Sheilagh Fahy**, tel: 01908 253497  
email: sheilagh.fahy@milton-keynes.gov.uk

**Ama Bimpong**, tel: 01908 253545  
ama.bimpong@milton-keynes.gov.uk

**Sara Butler**, tel: 01908 253497  
email: sara.butler@milton-keynes.gov.uk

**Lois Edwards**, tel: 01908 253184  
lois.edwards@milton-keynes.gov.uk

**Rachael Wearing**, tel: 01908 253422  
rachael.wearing@milton-keynes.gov.uk

Our administrative team comprises:

**Margaret Kent**, Governor Support Assistant  
tel: 01908 253248  
email: margaret.kent@milton-keynes.gov.uk

Margaret maintains our database, sends out letters of appointment and administers training applications.

**Pat McKie** and **Ila Talsania** provide additional administrative support.

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