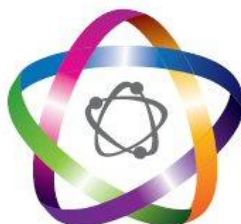


## POLICY DOCUMENT No G02



# DEBENHAM HIGH SCHOOL

A Church of England High Performing Specialist Academy



## Membership of the Academy Trust, Governing Body, Committees and Working Parties

This policy is reviewed annually in the autumn term

### History of Document

Issue No	Author/Owner	Date	Approved by Governors	Comments
Issue 1	Richard Boulter	Jan 11		Academy 1 <sup>st</sup> issue
Issue 2	Richard Boulter	Jan 12	26 Jan 12	Revised
Issue 3	Richard Boulter	April 12	19 June 12	New Headteacher
Issue 4	Richard Boulter	January13	14 Feb 2013	New Governors
Issue 5	Richard Boulter	April 13	30 April 2013	New Governors
Issue 6	David Carruthers	Jan 15	03 Feb 15	New Governors
Issue 7	David Carruthers	Jul 15		Revised
Issue 8	David Carruthers	Oct 15	06 Oct 15	Changes to 2, 3.2, 3.3, 4.1, 5 & 6.
Issue 9	David Carruthers	Apr 16		Minor revision.
Issue 10	David Carruthers	Dec 16	06 Dec 16	Updated terms of office and revised committee membership. Faculty Review update.
Issue 11	David Carruthers	Sep 17	03 Oct 17	Membership updated, Faculty Review updated.

## 1. Members of the Academy Trust

	The Rt Revd Martin Seeley, Bishop of St Edmundsbury & Ipswich	
<b>Chair of Governors</b>	Mr David Carruthers	Ex officio
	Mrs Janet Brown	To 31 December 2018
	Mr Richard Boulter	To 31 December 2019
	Mr Robert Grimsey	To 31 December 2017
	Mr Neil Serjeant	To 31 December 2021
<b>Clerk</b>	Miss Julia Upton	Ex officio

## 2. Members of the Governing Body

<b>Foundation Governors (4)</b>		<b>Term Expiry Date</b>
Diocesan Board nomination	Mr Chris Grover	26 February 2021
Diocesan Board nomination	Dr Hilary Marlow	31 December 2018
Debenham PCC nomination	Mr David Carruthers	31 December 2018
Rector of Debenham & Helmingham	Rev Susan Bates	Ex officio
<b>Headteacher</b>	Miss Julia Upton	Ex officio
<b>Parent Governors (5)</b>	Mr Ronald Barker	31 December 2018
	Mrs Caroline Driver	31 December 2018
	Ms Siobhan Goodrich	31 January 2019
	Mr David Ralph	31 December 2018
	Mr Rob Stevenson	24 November 2019
<b>Teaching Staff Governors (2)</b>	Mr David McMillan	31 December 2018
	Ms Jo Newman	31 December 2018
<b>Support Staff Governor (1)</b>	Vacant	
<b>Local Authority Governor (1)</b>	Mr Paul Debenham	6 March 2019
<b>Co-opted Governors (4)</b>		
2 appointed by Members	Mr Tim Green	31 December 2018
	Mrs Sheila Janson	31 August 2020
2 appointed by Governors	Dr David Egan	31 December 2018
	Dr William Thomas	9 May 2021
<b>Clerk</b>	Mr Stephen Wright	

### 3. Members of Committees

#### 3.1 Admissions Committee

<b>Chair</b>	Paul Debenham
<b>Members</b>	David Carruthers Siobhan Goodrich Chris Grover Sheila Janson Rev Susan Bates
<b>Ex Officio</b>	Julia Upton
<b>Clerk</b>	Simon Martin (Deputy Head)

#### 3.2 Appeals Committee

<b>Chair</b>	Vice Chair of Governors
<b>Members</b>	Dr David Egan Paul Debenham Rob Stevenson Chris Grover Rev Susan Bates
<b>In attendance</b>	Julia Upton and relevant staff
<b>Clerk</b>	Stephen Wright

#### 3.3 Finance and General Purposes Committee

<b>Chair</b>	Caroline Driver
<b>Members</b>	Siobhan Goodrich David Ralph David McMillan David Carruthers (Chair of Governors) Tim Green Julia Upton (Headteacher - Ex officio)
	<b>In attendance</b> Tracy Willmott (Business Manager) Claire Knock (Bursar) Simon Martin (Deputy Head) Neil Serjeant (Member of Academy Trust)
<b>Clerk</b>	Stephen Wright

### **3.4 Health and Safety Committee**

<b>Chair</b>	Rob Stevenson
<b>Members</b>	Paul Debenham Dr David Egan Dr Hilary Marlow Jo Newman Caroline Driver Tim Green Support staff governor
<b>In attendance</b>	Tracy Willmott (Business Manager) Robert Grimsey (Member of Trust) Rick Keeble (Caretaker) Kevin Voller (Health & Safety Coordinator) Glenda Woods (Lab Technician)
<b>Clerk</b>	Stephen Wright

### **3.5 Hearings and Discipline Committee**

<b>Chair</b>	Dr Hilary Marlow
<b>Members</b>	David Carruthers Siobhan Goodrich David Ralph Sheila Janson Ronald Barker Tim Green Vacancy
<b>In attendance</b>	Julia Upton Simon Martin (excluding staff hearings) Louise Ramsay (excluding staff hearings)
<b>Clerk</b>	Stephen Wright

## **4. Members of Working Parties**

### **4.1 Curriculum Working Party**

<b>Chair</b>	Julia Upton
<b>Members</b>	All Governors and Trust Members

**In attendance**            Simon Martin  
                                     Susan McBurney

**Clerk**                        TBN

## 5. **Governors with Specific Responsibilities**

<b>Responsibility</b>	<b>Governor</b>
Chair (to Autumn 2018)	David Carruthers
Vice Chair (to Autumn 2018)	TBC
Safeguarding	Chris Grover Dep. David Carruthers
Equalities	David Carruthers
e-Safety	Ronald Barker
Looked After Learners	Sheila Janson
Special Educational Needs	Sheila Janson
Performance Management Review	David Carruthers Siobhan Goodrich
SLT	David Carruthers

## 6. Faculty Reviews

Individual governors are linked to subject areas and take part in the Faculty Reviews which take place over a full week. Timings for observations and meetings are negotiated between the Head of Faculty and SLT Link in the week prior to the review.

The review will include a meeting with the Head of Faculty and representatives of SLT (normally the Headteacher and the SLT link for the Faculty), lesson observations, paired lesson observations, pupil perception interviews, and work scrutiny (book checks). The Link Governor will be contacted by the relevant member of SLT two weeks prior to the review to discuss their availability and involvement.

### Faculty Reviews 2017/18

Date	Subject	Lead SLT	Governor
9 October 2017	Business Studies	SM	C Grover/W Thomas
16 October 2017	Science	SM	R Stevenson
6 November 2017	Drama/Music	LR/SMc	P Debenham
27 November 2017	Geography	SM	D Ralph
8 January 2018	DT	SM	H Marlow
5 February 2018	English	LR	S Goodrich
19 February 2018	PSHE	LR	S Bates
26 February 2018	Maths	SMc	T Green
12 March 2018	History H&SC	SM/SMc	C Driver
19 March 2018	MFL	SMc	C Grover
26 March 2018	RE	SM	S Bates
30 April 2018	ICT & Computing	SMc	R Barker
4 June 2018	PE	SM	T Green
11 June 2018	SEN	LR	S Janson