

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 st 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.

1. Members of the Academy Trust

	The Rt Revd Martin Seeley, Bishop of St Edmundsbury & Ipswich	
Chair of Governors	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
Clerk	Miss Julia Upton	Ex officio

2. Members of the Governing Body

Foundation Governors (4)		Term Expiry Date
Diocesan Board nomination	Mr Chris Grover	31 March 2017
Diocesan Board nomination	Dr Hilary Marlow	31 December 2018
Debenham PCC nomination	Mr David Carruthers	31 December 2018
Rector of Debenham & Helmingham	Rev Mary Lamb*	Ex officio
*interregnum appointee		
Headteacher	Miss Julia Upton	Ex officio
Parent Governors (5)	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
Teaching Staff Governors (2)	Mr David McMillan	31 December 2018
	Ms Jo Newman	31 December 2018
Support Staff Governor (1)	Ms Emma Wnukoski	31 December 2018
Local Authority Governor (1)	Mr Paul Debenham	6 March 2019
Co-opted Governors (4)		
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
	Vacancy	
Clerk	Mr Stephen Wright	

3. Members of Committees

3.1 Admissions Committee

Chair	Paul Debenham
Members	David Carruthers Siobhan Goodrich Chris Grover Sheila Janson Rev Mary Lamb
Ex Officio	Julia Upton
Clerk	Simon Martin (Deputy Head)

3.2 Appeals Committee

Chair	Vice Chair of Governors – Siobhan Goodrich
Members	Dr David Egan Paul Debenham Rob Stevenson Chris Grover Rev Mary Lamb
In attendance	Julia Upton and relevant staff
Clerk	Stephen Wright

3.3 Finance and General Purposes Committee

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

3.4 Health and Safety Committee

Chair	Rob Stevenson
Members	Paul Debenham David Egan Hilary Marlow Jo Newman Caroline Driver Emma Wnukoski Tim Green
In attendance	Tracy Darby (Business Manager) Robert Grimsey (Member of Trust) Rick Keeble (Caretaker) Kevin Voller (Health & Safety Coordinator) Glenda Woods (Lab Technician)
Clerk	Stephen Wright

3.5 Hearings and Discipline Committee

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

4. Members of Working Parties

4.1 Curriculum Working Party

Chair	Julia Upton
Members	All Governors and Trust Members

In attendance Simon Martin
 Susan McBurney

Clerk TBN

5. **Governors with Specific Responsibilities**

Responsibility	Governor
Chair (to Autumn 2017)	David Carruthers
Vice Chair (to Autumn 2017)	Siobhan Goodrich
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 2016/17

Date	Subject	Lead SLT	Governor
10 October 2016	Business Studies	SMa	C Grover
17 October 2016	Science	SMa	R Stevenson
7 November 2016	Geography	SMa	D Ralph
28 November 2016	Drama	LR	P Debenham
9 January 2017	DT	SMa	H Marlow
6 February 2017	English	LR	S Goodrich
20 February 2017	RE PSHE	SMa LR	M Lamb
27 February 2017	Maths	SMc	T Green
13 March 2017	History H&SC	SMa SMc	C Driver
20 March 2017	MFL	SMc	C Grover
17 April 2017	PE	SMa	T Green
24 April 2017	ICT & Computing	SMc	R Barker
5 June 2017	Music	SMc	P Debenham
12 June 2017	SEN	LR	S Janson