

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	January 13	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 No	Author/Owner	Date	Approved by Governors	Comments
Issue 11	David Carruthers	Sep 17	03 Oct 17	Membership updated, Faculty Review updated.
Issue 12	David Carruthers	Sep 18	02 Oct 18	Membership updated, Faculty Review updated.
Issue 13	David Carruthers	Dec 18	04 Dec 18	Membership updated, Faculty Review updated.
Issue 14	David Carruthers	Mar 19		Added new Support Staff Governor. Updated committee membership.

1. Members of the Academy Trust

	The Rt Revd Martin Seeley, Bishop of St Edmundsbury & Ipswich	
Chair of Governors	Mr David Carruthers	Ex officio
	Vacant	
	Mr Richard Boulter	To 31 December 2019
	Mr Robert Grimsey	To 31 December 2020
	Mr Neil Serjeant	To 31 December 2021
Clerk	Miss Julia Upton	Ex officio

2. Members of the Governing Body

Governor		Term Expiry Date
Foundation Governors (4)		
Diocesan Board nomination	Mr Chris Grover	26 February 2021
Diocesan Board nomination	Dr Hilary Marlow	31 December 2018
Diocesan Board nomination (from 01 January 2019)	Ms Siobhan Goodrich	31 December 2022
Debenham PCC nomination	Mr David Carruthers	31 December 2022
Rector of Debenham & Helmingham	Rev Susan Bates	Ex officio
Headteacher	Miss Julia Upton	Ex officio
Parent Governors (5)		
	Mr Ronald Barker	31 December 2020
	Mr David Ralph	31 December 2018
	Mrs Caroline Driver	31 December 2022
From 26 November 2018	Ms Marion Carter	25 November 2022
From 01 January 2019	Ms Sophie Edmond	31 December 2022
From 01 January 2019	Mr Mo Touman	31 December 2022
Teaching Staff Governors (2)	Mr David McMillan	31 December 2022
	Ms Jo Newman	31 December 2020
Support Staff Governor (1)	Mrs Cathy Bosley	24 February 2023
Local Authority Governor (1)	Mr Paul Debenham	6 March 2019
Co-opted Governors (4)		
2 appointed by Members	Mr Tim Green	31 December 2019
	Mrs Sheila Janson	31 August 2020
2 appointed by Governors	Dr David Egan	31 December 2022
	Dr William Thomas	9 May 2021
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 Susan Bates
Ex Officio	Julia Upton
Clerk	Simon Martin (Deputy Head)

3.2 Appeals Committee

Chair	Vice Chair of Governors
Members	Dr David Egan Paul Debenham Chris Grover Rev Susan Bates Sophie Edmond
In attendance	Julia Upton and relevant staff
Clerk	Stephen Wright

3.3 Finance and General Purposes Committee

Chair	Caroline Driver
Members	David Carruthers (Chair of Governors) Mo Touman Marion Carter David McMillan Tim Green Julia Upton (Headteacher - Ex officio) Vacant
	In attendance Tracy Willmott (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	David Carruthers
Members	Paul Debenham Dr David Egan Marion Carter Jo Newman Tim Green Vacant Cathy Bosley
In attendance	Tracy Willmott (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	Sheila Janson
Members	Siobhan Goodrich Caroline Driver Rev Susan Bates Ronald Barker Tim Green Dr Will Thomas Sophie Edmond
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 2019)	David Carruthers
Vice Chair (to Autumn 2019)	Chris Grover
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 Chris Grover
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 2018/19

Date	Subject	Lead SLT	Governor
8 October 2018	P.E.	SMa	T Green
15 October 2018	Science	SMa	M Touman
5 November 2018	Drama/Music	LR/SMc	P Debenham
12 November 2018	MFL	SMc	C Grover
26 November 2018	PHSE	LR	S Bates
7 January 2019	Geography	SMa	S Edmond
4 February 2019	English	LR	S Goodrich
18 February 2019	Business Studies & H&SC	SMa/SMc	W Thomas
25 February 2019	History	SMc	C Driver
11 March 2019	Maths	SMa	T Green
1 April 2019	DT	SMa	M Carter
29 April 2019	SEN	LR	S Janson
3 June 2019	ICT & Computing	SMc	R Barker
10 June 2019	RE	SMa	S Bates