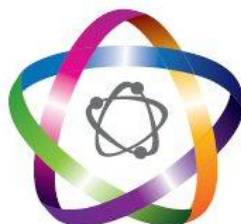


**POLICY DOCUMENT No G02****DEBENHAM HIGH SCHOOL**

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**

<b>Issue No</b>	<b>Author/Owner</b>	<b>Date</b>	<b>Approved by Governors</b>	<b>Comments</b>
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	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.

<b>Issue No</b>	<b>Author/Owner</b>	<b>Date</b>	<b>Approved by Governors</b>	<b>Comments</b>
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	14 May 19	Added new Support Staff Governor. Updated committee membership.
Issue 15	David Carruthers	May 19	14 May 19	Updated committee and trustee membership.
Issue 16	Tracy Willmott	Sep 19	1 Oct 19	Removed support staff governor, identify governors who have left within the previous 12 months.
Issue 17	Tracy Willmott	Nov 19	10 Dec 19	Add new staff governor, remove member

## 1. Members of the Academy Trust

	The Rt Revd Martin Seeley, Bishop of St Edmundsbury & Ipswich	
<b>Chair of Governors</b>	Mr David Carruthers Venerable John Cox Mr Richard Boulter Mr Robert Grimsey Mr Neil Serjeant	Ex officio To 28 April 2023 Resigned 30 September 2019 To 31 December 2020 To 31 December 2021
<b>Clerk</b>	Miss Julia Upton	Ex officio

## 2. Members of the Governing Body

<b>Governor</b>		<b>Term Expiry Date</b>
<b>Foundation Governors (4)</b>		
Diocesan Board nomination	Mr Chris Grover	26 February 2021
Diocesan Board nomination	Dr Hilary Marlow	Resigned 31 December 2018
Diocesan Board nomination (from 01 January 2019)	Ms Siobhan Goodrich	31 December 2022
Debenham PCC nomination Rector of Debenham & Helmingham	Mr David Carruthers Rev Susan Bates	31 December 2022 Ex officio
<b>Headteacher</b>	Miss Julia Upton	Ex officio
<b>Parent Governors (5)</b>		
	Mr Ronald Barker	31 December 2020
	Mr David Ralph	Resigned 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
<b>Teaching Staff Governors (2)</b>	Mr David McMillan Mr Andrew Dubberley Ms Jo Newman	31 December 2022 30 September 2023 Resigned 31 August 2019
<b>Support Staff Governor (1)</b>	Mrs Cathy Bosley	24 February 2023
<b>Local Authority Governor (1)</b>	Mr Paul Debenham	14 April 2023
<b>Co-opted Governors (4)</b>		
2 appointed by Members	Mr Tim Green Mrs Sheila Janson	31 December 2019 31 August 2020
2 appointed by Governors	Dr David Egan Dr William Thomas	31 December 2022 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 Chris Grover Rev Susan Bates Sophie Edmond
<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>	David Carruthers (Chair of Governors) Mo Touman Marion Carter David McMillan Tim Green Julia Upton (Headteacher - Ex officio) Vacant
	<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>	David Carruthers
<b>Members</b>	Paul Debenham Dr David Egan Marion Carter Cathy Bosley Tim Green Vacant x 2
<b>In attendance</b>	Tracy Willmott (Business Manager) Robert Grimsey (Member of Trust) Rick Keeble (Caretaker) Kevin Voller (Health & Safety Coordinator)
<b>Clerk</b>	Stephen Wright

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

<b>Chair</b>	Sheila Janson
<b>Members</b>	Siobhan Goodrich Caroline Driver Rev Susan Bates Ronald Barker Tim Green Dr Will Thomas Sophie Edmond Chris Grover
<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 2020)	David Carruthers
Vice Chair (to Autumn 2020)	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

Subject	Lead SLT	Governor
P.E.	SMa	T Green
Science	SMa	M Touman
Drama/Music	LR/SMc	P Debenham
MFL	SMc	C Grover
PHSE	LR	S Bates
Geography	SMa	S Edmond
English	LR	S Goodrich
Business Studies & H&SC	SMa/SMc	W Thomas
History	SMc	C Driver
Maths	SMa	T Green
DT	SMa	M Carter
SEN	LR	S Janson
ICT & Computing	SMc	R Barker
RE	SMa	S Bates