

## COMMITTEE STRUCTURE, MEMBERSHIP AND DATES 2023-2024

**Mr Martin Lee, Chair of Governors**  
**Mr Daniel Lee, Vice-Chair**

<p><b>Curriculum &amp; Personnel Committee Members:</b></p> <p>Mr R Gough (Chair) Mr J Carlton (Vice Chair) Mr A Harvison Mr R Hammond Mr D Batch Mr M Lee Mrs J Sibley</p> <p>In Attn: Mr P Finch</p> <p><b>Curriculum and Personnel Committee Dates:</b></p> <ul style="list-style-type: none"> <li>▪ Wednesday 11 October 2023 – 4.30 pm</li> <li>▪ Wednesday 28 February 2024 – 4.30 pm</li> <li>▪ Wednesday 22 May 2024 – 4.30 pm</li> </ul>	<p><b>Finance &amp; Premises Committee Members:</b></p> <p>Mr R Hammond (Chair) Mr D Lee (Vice Chair) Mr S Jarvis Mr A Harvison Mr A Illingworth Mr M Lee</p> <p>In Attn: Mrs S Hyde</p> <p><b>1<sup>st</sup> Monthly Meeting held: (Item Specific – Budget 2023/24) - 27 September 2023 – 3.30 pm</b> <b>2<sup>nd</sup> Monthly Meeting (Item Specific – Finances) 12 December 2023 – 4.30 pm</b> <b>3<sup>rd</sup> Monthly Meeting held: 9 January 2024 – 3.30 pm</b></p> <p><b>Finance and Premises Committee Dates:</b></p> <ul style="list-style-type: none"> <li>▪ Wednesday 15 November 2023 – 4.30 pm</li> <li>▪ Wednesday 13 March 2024 – 4.30 pm</li> <li>▪ Wednesday 26 June 2024 – 4.30 pm</li> </ul>														
<p><b>Full Governors' Committee Members:</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%;">Mr M Lee (Chair)</td> <td style="width: 50%;">Mr R Hammond</td> </tr> <tr> <td>Mr D Lee (Vice Chair)</td> <td>Mr R Gough</td> </tr> <tr> <td>Mr A Illingworth</td> <td>Mr S Jarvis</td> </tr> <tr> <td>Mr A Harvison</td> <td>Mrs J Sibley</td> </tr> <tr> <td>Mr J Carlton</td> <td></td> </tr> <tr> <td>Mr D Batch</td> <td></td> </tr> <tr> <td>Mr P Finch</td> <td></td> </tr> </table> <p>In Attn: Mrs S Hyde Mr P Finch</p> <p><b>Full Governors' Committee Dates:</b></p> <ul style="list-style-type: none"> <li>▪ Wednesday 29 November 2023 – 4.30 pm</li> <li>▪ Wednesday 27 March 2024 – 4.30 pm</li> <li>▪ Wednesday 10 July 2024 – 4.30 pm</li> </ul> <p>Plus 3 extra item specific Full Governors' meetings throughout the year:</p> <ol style="list-style-type: none"> <li>1. Exam Focus Session – 31 October 2023 – 4.30 pm RDA</li> <li>2. Safeguarding Session – 12 December 2023 – 3.30 pm DN</li> <li>3. Budget Session – 4 July 2024 LT</li> </ol>	Mr M Lee (Chair)	Mr R Hammond	Mr D Lee (Vice Chair)	Mr R Gough	Mr A Illingworth	Mr S Jarvis	Mr A Harvison	Mrs J Sibley	Mr J Carlton		Mr D Batch		Mr P Finch		<p><b>Audit and Risk Committee Members:</b></p> <p>Mr D Lee (Chair) Mr M Lee Mr A Harvison</p> <p><b>Audit and Risk Committee Dates:</b></p> <ul style="list-style-type: none"> <li>▪ Wednesday 15 November 2023 - 3.30 pm</li> <li>▪ Wednesday 13 March 2024 – 4.00 pm</li> <li>▪ Wednesday 26 June 2024 – 3.30 pm</li> </ul> <p><b>Admissions Committee:</b> This Committee meets annually in the Autumn Term – (12 December 2023)</p> <p>Mr M Lee, Chair Mr D Lee, Vice-Chair Mr A Harvison, Headteacher In attendance: Mr D Nash, Assistant Headteacher Miss H Joslin, Pastoral Support</p>
Mr M Lee (Chair)	Mr R Hammond														
Mr D Lee (Vice Chair)	Mr R Gough														
Mr A Illingworth	Mr S Jarvis														
Mr A Harvison	Mrs J Sibley														
Mr J Carlton															
Mr D Batch															
Mr P Finch															
<p>The Pay Committee and the Head's Pay Review will be held during November 2024 (Mr M Lee and Mr D Lee)</p>															

It was unanimously agreed that the remaining committees would have a lead Governor identified who would decide with the Head who would be called to attend. This applies to the following committees:

<p><b>Committee Lead Governor</b></p> <table style="width: 100%; border: none;"> <tr><td>Appeals</td><td>Mr M Lee</td></tr> <tr><td>Pupil Discipline</td><td>Mr M Lee</td></tr> <tr><td>Staff Discipline &amp; Grievance</td><td>Mr M Lee</td></tr> <tr><td>Appointments</td><td>Mr M Lee</td></tr> <tr><td>Pay &amp; Remuneration</td><td>Mr M Lee</td></tr> <tr><td>Headteacher's Pay</td><td>Mr M Lee</td></tr> <tr><td>Student Welfare</td><td>Mr M Lee/ Mr D Lee/ Mr D Nash</td></tr> </table>	Appeals	Mr M Lee	Pupil Discipline	Mr M Lee	Staff Discipline & Grievance	Mr M Lee	Appointments	Mr M Lee	Pay & Remuneration	Mr M Lee	Headteacher's Pay	Mr M Lee	Student Welfare	Mr M Lee/ Mr D Lee/ Mr D Nash	<p><b>Named Responsible Governors</b></p> <ul style="list-style-type: none"> <li>▪ Safeguarding Governor, SEND and Children Looked After - Mr M Lee</li> <li>▪ Deputy Safeguarding Governor, SEND and Children Looked After – Mr D Lee</li> <li>▪ Teaching &amp; Learning – Mr J Carlton</li> <li>▪ Self-Evaluation and School Development – Mr M Lee</li> <li>▪ Governor Mentor – Mr M Lee</li> <li>▪ Designated Children Looked After Member of Staff - Mr D Nash</li> <li>▪ Pupil Premium - Mr J Carlton</li> <li>▪ Careers – Mr R Hammond</li> <li>▪ Personal Development – Mr M Lee</li> <li>▪ Post-16 Education – Mr R Gough</li> </ul> <p><i>(Mr Nash, Assistant Headteacher, is the member of staff responsible for Children Looked After (CLA))</i></p>
Appeals	Mr M Lee														
Pupil Discipline	Mr M Lee														
Staff Discipline & Grievance	Mr M Lee														
Appointments	Mr M Lee														
Pay & Remuneration	Mr M Lee														
Headteacher's Pay	Mr M Lee														
Student Welfare	Mr M Lee/ Mr D Lee/ Mr D Nash														