

**MEMBERSHIP & TERMS OF REFERENCE:**

- **Diocesan Board of Education (DBE) and Committees / Diocesan Board of Education Trust (DBET)**

| <b>BOARD OF EDUCATION</b>  |                                   |
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| <b>Membership</b>  | <b>Terms of Reference</b>         |
| <p><b>Chair:</b><br/>The Very Revd Matt Thompson, Dean of Birmingham</p> <p><b>Bishop's Nominees:</b><br/>Mrs Paulette Osborne MBE<br/><b>VACANCY</b></p> <p><b>Elected Members:</b><br/>Mrs Julie Berrow<br/>Mrs Jane Martin<br/>Mr Anesu Muyambi<br/>The Revd Nick Parker<br/>Mrs Jill Saunders<br/><b>VACANCY</b></p> <p><b>Co-Opted Members</b><br/>Mr Geoff Harley-Mason<br/>Ms Lisa Bradbury<br/>Rev Ann Richardson<br/><b>VACANCY</b></p> <p><b>Officers:</b><br/>Mrs Sarah Smith, Director of Education<br/>Mrs Melanie Crooks, Director of Finance<br/>Mrs Charlotte Ward Lewis, Deputy Director of Education</p> <p><b>Administration:</b><br/>Miss Susan Crosthwaite, Education Support Manager</p> | <p>As set out in the Measure.</p> |

| <b>STANDARDS COMMITTEE (Remit: All CofE Birmingham Schools)</b>  |  |
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| <b>Membership</b>  | <b>Terms of Reference</b>  |
| <p><b>Chair:</b><br/>Mrs Jill Saunders</p> <p>Mrs Julie Berrow<br/>Ms Paulette Osborne</p> <p><b>Officers:</b><br/>Mrs Charlotte Ward Lewis</p> <p><b>Administration:</b><br/>Miss Susan Crosthwaite</p> | <p><b>Aim: to review and evaluate outcomes for all diocesan schools to ensure that our children are well prepared for the future and achieve in line with their individual capabilities.</b></p> <ul style="list-style-type: none"> <li>▪ To receive Ofsted reports/Monitoring Visit letters and check that the school is able to address the identified actions;</li> <li>▪ To maintain a register of Ofsted inspection dates;</li> <li>▪ To receive an annual health check of diocesan schools looking at floor targets, attendance rates, under performing groups, and performance of disadvantaged children; identifying vulnerable schools;</li> <li>▪ To maintain over sight of recent Government legislation and identify key actions that impact standards of progress and achievement in church schools;</li> <li>▪ To advise on support for individual schools as needed.</li> </ul> |

| <b>CURRICULUM &amp; RELIGIOUS EDUCATION COMMITTEE (CREC)</b>  |   |
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| <b>Membership</b>   | <b>Terms of Reference</b>   |
| <p><b>Chair:</b><br/>The Revd Nick Parker</p> <p><b>DBE Nominees:</b><br/>Mrs Jane Martin<br/><b>VACANCY</b></p> <p><b>Co-optees:</b><br/>Mrs Emma Jones<br/>Mrs Helen Parker<br/>Mr Des Ricketts<br/>Ms Charlotte Taylor<br/>Ms Rachel Ward</p> <p><b>Officer:</b><br/>Mrs Jill Stolberg</p> <p><b>Administration:</b><br/>Ms Rachel Raftery</p> | <ul style="list-style-type: none"> <li>▪ To advise the Board on the way that Religious Education and Collective Worship are practised and developed in Diocesan schools.</li> <li>▪ To advise the Board on the professional development needs of RE coordinators and collective worship leaders in Diocesan schools and to make recommendations for meeting those needs.</li> <li>▪ To receive reports from SACRE representatives.</li> <li>▪ To monitor Section 48 inspections and those aspects of Section 5 inspections that relate to church school ethos, Religious Education and Collective Worship, and advise the Board of commended aspects of good practice.</li> <li>▪ To generate agenda items on Church school curriculum and ethos matters for consideration by the full Board.</li> <li>▪ To value and promote the link we have with the Church of Malawi in its schools.</li> <li>▪ To make recommendations on matters delegated by the Board.</li> </ul> |

| <b>GOVERNORS COMMITTEE</b>  |   |
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| <b>Membership</b>   | <b>Terms of Reference</b>   |
| <p><b>Chair:</b><br/><b>VACANCY #</b></p> <p>Mr Geoff Harley-Mason*<br/>Mr Anesu Muyambi<br/>Mrs Jill Saunders #<br/><b>VACANCY</b></p> <p><b>Officer:</b><br/>Mrs Charlotte Ward Lewis #</p> <p><b>Administration:</b><br/>Miss Susan Crosthwaite</p> <p>*Non-attending member<br/><b># also DBET Representative</b></p> <p><i>Committee to consider the addition of Governor or Head Teacher representation</i></p> | <p><i>Following recommendation of the DDE at the January 2019 meeting, the work of the Governors Committee and the DBET has now aligned, but they will maintain separate Minutes.</i></p> <ul style="list-style-type: none"> <li>▪ To examine appointments and recruitment of DBE Governors to Church of England schools.</li> <li>▪ To ensure that appropriate support is in place for Governing bodies of our schools.</li> <li>▪ To support and monitor the Governor training initiatives.</li> <li>▪ To examine policy relating to school governance.</li> <li>▪ To report back regularly to the DBE.</li> <li>▪ To take on any initiatives passed onto the sub-committee by the Board.</li> <li>▪ To receive regular reports from the DBE officer for governance.</li> </ul> |

| <b>Diocese of Birmingham Educational Trust (DBET)</b>  |  |
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| <b>Membership</b>  | <b>Terms of Reference</b>  |
| <p><b>Chair:</b><br/>Mrs Charlotte Ward Lewis, DDDE</p> <p><b>DBE Nominated:</b><br/>Mrs Jill Saunders<br/><b>VACANCY</b> (Was Larry Wright)</p> | <p><b>As per the Articles of Association:</b></p> <ul style="list-style-type: none"> <li>▪ Establishing and maintaining Academies under the direction of the DBE.</li> <li>▪ To have overall responsibility for the standard of education, for school improvement and for the conduct of all the Church of England Academies in the Birmingham Diocese.</li> </ul> |

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| <p><b>Bishop Nominated:</b><br/> <b>VACANCY</b> (Was Pat Saunders)</p> <p><b>DDE:</b><br/> Mrs Sarah Smith (ex officio Trustee)</p> <p><b>Administration:</b><br/> Miss Susan Crosthwaite</p> | <ul style="list-style-type: none"> <li>▪ To help and support CE Academy Trusts to fulfil these responsibilities and, as a member of each of the sponsored CofE Academy Trusts, to hold Governors to account in this regard.</li> <li>▪ To operate as a sponsor or co-sponsor of CofE Academies in the Diocese and elsewhere as required.</li> <li>▪ To ensure that the objects of DBET are conducted in accordance with the principles of the Church of England.</li> </ul> <p><i>NB Following recommendation of the DDE at the January 2019 meeting, the work of the Governors Committee and the DBET has aligned, but maintaining separate Minutes.</i></p> |
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*Doc: DBE Membership & Tor  
Updated Jan2020sc v5*