

Associate Member

Definition

As stated in The School Governance (Constitution) (England) Regulations 2012, paragraph 12

Associate member: “A person who is appointed by the governing body as a member of a committee established by it, but who is **not a governor**.”

- The definition of associate member is wide and pupils, school staff and people who want to contribute specifically on issues related to their area of expertise (for instance finance) can be appointed as associate members.

Membership (of committees)

- The membership of any committee may include associate members, provided that a majority of members of the committee are governors.
- The governing body can appoint associate members to serve on one or more governing body committees and attend full governing body meetings.
- Please note that associate members can be appointed only at a governing body meeting – not by a committee.

Quorum (of committees)

- Associate members can contribute to the quorum of a committee and the minimum quorum is 3 governors.

Term of office

- An associate member may hold office for a period of four years, or such shorter period (not being less than one year) as may be determined by the governing body at the date of his/her appointment.
- They can be reappointed at the end of their term of office.
- Associate members are not governors and they are **not** recorded in the Instrument of Government.

Right to attend governing body meetings

- Associate members have the right to attend governing body meetings. They may be excluded from any part of a meeting when the item of business concerns an individual pupil or member of staff.

Committees and Voting rights

- Associate members **cannot vote** at full governing body meetings.
- The governing body **may** decide to give voting rights to associate members on committees on some, all (or no) matters, to include committees established under Regulation 4 of Staffing Regulations(headship, staff grievance, dismissal or appeal panel).
The **range of voting rights** must be determined by the governing body at the date of his/her appointment as an associate member.

[NB: Previous Regulations prohibited associate members from being allowed to vote on certain matters – “any decision concerning admissions, pupil discipline, election or appointment of governors, the budget and financial commitments of the governing body” and including those noted in Staffing Regulations. **This restriction has been removed** from The School Governance (Roles, Procedures and Allowances) (England) Regulations 2013 and by Regulation 5 of the Misc. Amendment Regulations 2015].

- Associate members cannot be given voting rights if they have not reached the age of 18 at the time of their appointment.
- Every question to be decided at a committee meeting must be determined by a majority of votes of those governors and associate members present and voting. If there is an equal number of votes, the chair (or the person acting as chair) – provided that they are a governor – has a second (or casting) vote. The committee can only vote if the majority of the committee members present are governors.

Clerk to the governing body

- The School Governance (Roles, Procedures and Allowances) (England) Regulations 2013 no longer preclude associate members from being appointed as clerk to the governing body.

Removal from Office

- An associate member may be removed from office by the governing body at any time.

Disqualification

- Any person who is disqualified from holding office as a governor of a school under Schedule 4 of The School Governance (Constitution) (England) Regulations 2012 is likewise disqualified from holding or continuing to hold office as an associate member of the governing body, except that an associate member may be under 18 and registered as a pupil at the school.