

## Attachment A: List of student roles and responsibilities

In the UTC Cambridge first year there will be two Enterprise Zones (houses) each with four Businesses (tutor groups). All students will have an opportunity and responsibility to voice their opinions and concerns through the Enterprise Zone System.

### Level 1 responsibility:

Each Business will nominate 1 member from KS4 and 2 members (one Female and one Male) from KS5 to represent them on the Enterprise Zone Board. The representatives will be responsible for collecting the views of Business Employees (tutor group students) and presenting the information at monthly Enterprise Zone Board meetings chaired by the Assistant Principal.

### Level 2 responsibility:

The two Enterprise Zones will nominate two KS4 and 3 KS5 students from their cohort to represent them on the Student Executive Board.

Students on the Student Executive Board will meet monthly with the Principal to discuss issues concerning the board, contribute towards the forward planning of the UTC, and represent the views of the student body.

### Level 3 responsibility:

Six students from the Student Executive Board will be elected to fill the following key roles:

- CEO (Chief Executive Officer): co-chairs the meeting with the Principal and leads the Student Executive Board with primary responsibility for student input into UTC culture, teaching and learning.
- COO (Chief Operating Officer): co-chairs the meeting with the Principal in CEO's absence and is responsible for ensuring student input regarding safeguarding and the pastoral system.
- CCO (Chief Communications Officer): responsible for producing minutes of the board meetings and co-ordinating information flow to and from the student body.
- CFO (Chief Finance Officer): responsible for co-ordinating fund raising, accounting and managing student funds, and input on behalf of the students to UTC budget priorities.
- CIO (Chief Information Officer): responsible for student input regarding IT - hardware, software, wireless, student usage and safe access.
- DM (Director of Marketing): responsible for arranging and advertising student events and promoting the positive public image of the UTC.

Students may also apply, interview, be selected and trained for other temporary or annual roles within the UTC Cambridge such as ambassadors, challenge project team leads and other named positions.