**From ASE Council Operating Procedures Section 11 – Registration board**

The **Registration Board** shall comprise members of the Association who shall represent as far as possible all levels of and subjects within science teaching. The Board shall meet as often as maybe usually, 2 Face to face meetings and contacted individually to review applications.

The Association shall appoint a Disciplinary Committeeto hear at the request of the

Registration Board evidence of complaints against Registrants and any explanations given by such Registrants and shall then make recommendations to the Board.

Disciplinary Committeeshall comprise members of the Association who shall not be members of the Registration Board. The Association may also appoint two independent (non-Association) members. It may further appoint a legal advisor to give advice in respect of law and procedure but who shall not have a vote on the decisions about the cases under consideration.

Applications and all associated documents are available on the ASE website.

**The Registration Board Membership**

The ASE Trustee Body shall appoint annually a Registration Board comprising:

**Chair**, who will appointed by the Trustee Body, not necessarily a Trustee/Trustee Body Member (non-voting member)

**Members to include** trustees/members of the Trustee Body (voting members) and members with CSciTeach accreditation.

**Advisors maybe** appointed by the Registration Board, who will be preferably have CSciTeach status or have worked with the Board, for example as an external assessor. They will form part of an Assessment Panel.

In addition, **external assessors**, will be appointed to support the work of the Registration Board.

The work of the Registration Board will be supported by the **Registrar**, who is clerk to the Board.