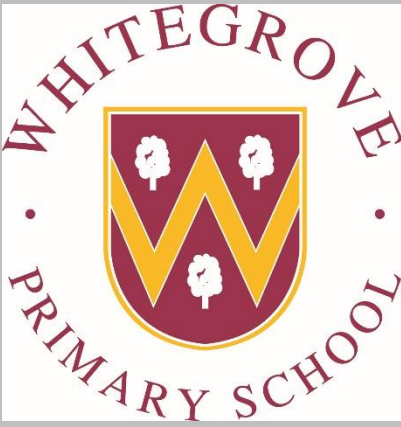




APPEALS COMMITTEE TERMS OF REFERENCE (GOVERNANCE)

Reviewer: Governing Body

Updated: Autumn 2026

Review: Autumn 2027



The terms of reference for the Appeals Committee will be determined from time to time by the governing body. The current terms of reference are:

Membership

Membership will be any eligible governors, only three governors will be required to attend a committee meeting as and when required and ideally either the Chair or Vice Chair of Governors. Governors who sit on the Pay Committee cannot be part of a pay appeal. Governors cannot be employees of the school. This committee may not appoint Associate members. The Headteacher may be invited to attend the meeting in an advisory capacity or to present their case to the Committee.

Chair

The Chair / Vice Chair of Governors will chair the meeting, unless tainted and then a Chair will be elected.

Clerk to the Committee

The Clerk to Governors will Clerk the meeting and the minutes and proceedings of any meeting will be treated as confidential to the committee members and staff and parents involved only.

Quorum

The quorum shall be three with the Chair having the deciding vote.

Meetings

The Appeals Committee will meet only as necessary.

Intent

To consider and make decisions about matters referred to the committee relating to pupil exclusions, staff dismissal appeals, staff pay appeals and staff grievances as set out in the Governing Body's policies and procedures. It will also consider any other matters referred to it which it can legitimately address.

Implementation

The appeal procedure for a teacher that does not consider that the Governing Board has taken all the relevant information into account is set out in the current School's Policies. The appeal procedure in relation to pupil exclusions is as per statutory guidance.



Impact

The success of the Committee in discharging its responsibilities may be judged against the following:

1. The appeal is conducted in accordance and to the timescales set out in the current School's relevant policies.
2. Committee operates with the confidence and trust of the Headteacher, Pay Committee members and teacher staff.

Review

The terms of reference will be reviewed annually at the first FGB meeting of the academic year.