

**THE POCHIN SCHOOL**

**APPEALS COMMITTEE**

**TERMS OF REFERENCE**

**MEMBERSHIP**

- 3 governors who did not sit on the original committee excluding any governor who has had any other role in the process

**QUORUM**

- 3 governors

**MEETINGS**

- As required.

**CHAIR**

- There will be a Chair for these meetings agreed by the membership

**MINUTES**

- A governor from the committee must be nominated to take minutes of meetings

**STANDING ORDERS**

- This committee is a decision making body
- Matters of a confidential nature must not be reported to the governing body

**FUNCTIONS**

- Hear and adjudicate on any appeal against a decision of the Discipline, Capability ,Grievance and Pupil Exclusion Committee or the Complaints Committee
- Report to the governing body that the committee has met, no details of the meeting are to be given to the governing body

**DECLARATION OF INTERESTS**

- Where there is a conflict between the interests of any governor and the interests of the governing body, that person must declare the interest and withdraw from the meeting

The full governing body agreed these terms of reference on.....

Signature:.....

Renewal Date:.....