



St Thomas Primary School

Terms of Reference Second/Appeals Committee

Date adopted	14 th July 2011	Version	Jul11
Last Reviewed	5 th October 2011	Review Cycle	Annual
Revision Ref			
Author/Owner	Full Governing Body		

This version based on DGS Model (May 2011)

Membership

- The Headteacher may not be a member
- Associate members may not be included
- It is not appropriate to include staff governors
- No governor who has been part of the First/ Hearings Committee may be included

Quorum

- Three to be drawn from the membership

Roles

- Committee Chair to be agreed by the membership
- Meetings to be minuted by the Clerk to the Governing Body

Terms of Reference

- To hear an appeal against any decision made by the Headteacher or any other committee of the governing body
- To hear a complaint in accordance with the school's complaints policy where this has not been resolved at a previous stage
- To consider the decision of the Headteacher to exclude a child/pupil from the school in accordance with the regulations governing exclusion