

Appeals Committee – Terms of Reference

Appeals Committee

It was resolved by the governing body on 8th July 2015 that an Appeals Committee be constituted and that it should be governed by the following Terms of Reference:

Membership

The governing body shall determine and review annually at the first meeting of the school year, the terms of reference and constitution of the committee.

The committee will be made up of three governors selected by the governing board based upon availability and that they have no direct knowledge or involvement in the subject of the appeal.

Chair

The Chair of the committee will be appointed by the full governing board.

Attendance

Members of the committee and the clerk to the committee have a right to attend committee meetings. The governing body or committee may allow other persons to attend.

Quorum

The quorum for committee meetings shall be at least three governors, who are members of the committee.

Meetings

The committee shall meet as required.

Clerking

The governing body shall appoint an external clerk to the committee.

Responsibilities

To consider any appeal against the school.