## Terms of Reference for the Second/Appeals Committee of the Governing Body of Federation of Stoke Hill Schools

Membership:		
•	The Headteacher may not be a member	
•	It is not appropriate to include staff governors	
•	Associate members can serve on this committee and will form part of the quorum	
		Any three non Staff Governors
Quorum – three to be drawn from the membership above:		
Chair of Committee:		To be chosen before the Hearing takes place once membership has been determined
Clerk to Committee:		Dianne Goodwin
Date of review*:		September 2018
Agreed at meeting of full governing board 5 <sup>th</sup> October 2017		

\*These terms of reference should be reviewed annually by the Governing Board and when there are any changes to the Board membership

## **Agreed Terms of Reference**

- To hear an appeal against any decision made by the headteacher or any other committee of the governing board
- 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 head teacher to exclude a child/pupil from the school in accordance with the regulations governing exclusion