

Pupil Discipline Committee

Terms of reference:

- To consider representations from parents in the case of exclusions of 5 days or less (committee may not re-instate)
- To consider representations from parents in the case of exclusions totalling more than 5 but not more than 15 school days in one term (meeting to be held between 6th and 50th school day after receiving notice of the exclusion)
- To consider the appropriateness of any permanent exclusion or any exclusion where one or more fixed period exclusions total more than 15 school days in one term or where a pupil is denied the chance to take a public examination (meeting to be held between 6th and 15th school day after receiving notice of the exclusion)
- To ensure that the guidance contained in the 'Improving Attendance and Behaviour' document is practised in the school, with specific reference to the role assigned to the governing body
- To review the School Behaviour and Discipline Policy, and make recommendations on changes to the governing body or relevant committee
- To report back to the governing body

Terms of reference agreed by the governing body on (date):	23 rd October 2025
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Name of Governor	Date appointed to the committee
Baylon Kamalarajan	12 th September 2024
Paul Adams	21 st October 2014
Pinky Jain	21 st October 2014
Simon Sharpe	12 th September 2024

Membership: The governing body may nominate a pool of governors from which 3 or 5 will serve as the Discipline Committee to consider particular exclusions. If a governor has a connection with the pupil or the incident that could affect their ability to act impartially, they should not serve at the hearing. If, through non-attendance of a governor, 4 members consider an exclusion, the chair of the committee has the casting vote. (It is suggested that neither the chair of governors nor a member of staff, due to probable prior knowledge, should be a member.)

Disqualification: The headteacher and any governor with prior knowledge of the pupil or the incident.

Chair of the committee:	Pinky Jain	
Clerk to the committee:	Jane Lawson	
Quorum: (minimum of 3 full governors, committee can determine a higher number)		3 Full Governors
Date committee established:	23 rd October 2013	
Date of review by governing body:	October 2026	