

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

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| Terms of reference agreed by the governing body on (date): | 26 th October 2023 |
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| Name of Governor | Date appointed to the committee |
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| Vacancy | |
| Paul Adams | 21 st October 2014 |
| Pinky Jain | 21 st October 2014 |
| Vacancy | |
| David Bishop | 4 th November 2020 |

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.

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| Chair of the committee: | David Bishop |
| 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: | November 2024 |