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):	22 October 2026

Name of Governor	**Date appointed to the committee**
Baylon Kamalarajan	12th September 2024
Paul Adams	21st October 2014
Pinky Jain	21st October 2014
Simon Sharpe	12th 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:	Elaine Peberdy
Quorum: (minimum of 3 full governors, committee can determine a higher number)	3 Full Governors
Date committee established:	23rd October 2013
Date of review by governing body:	22 October 2026