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**SPRINGFIELD SCHOOL**

**DISCIPLINARY / DISMISSAL COMMITTEE**

**Membership:** The Committee shall consist of at least three eligible governors. Every governor (other than the Headteacher and staff governor(s)) is eligible for membership.

**Quorum:** Three governors including a governor who is not an employee of the school.

**Meetings:** The Staff Disciplinary/Dismissal Committee as required.

**Chair:** The Committee shall agree a chair for each meeting.

**Accountability:** The committee will report back to the governing body by submitting minutes which record decisions made, actions to be taken and/or recommendations for consideration

**Terms of Reference**

**Purpose**

To consider disciplinary and other matters and dismissals where these functions

have not been delegated to the Headteacher under *the Staffing Regulations 2009 as*

*amended (maintained schools) or the School’s procedure (academies)*, or in the

case of discipline, where the Headteacher has had detailed prior involvement or

where the case involves the Headteacher.

* Anyone involved in the investigatory stage may not be involved in making decisions at any subsequent disciplinary hearing.
* The Committee may have an advisor at all meetings. The advisor is not eligible to vote.

**Appeals – 3 Governors (Not Staff Governors)**

To consider any appeals from any other committee.

To make any determination under the Governing Bodies general complaints procedure for parents and others.

**Pupil Discipline**

To consider any representations where a pupil has been disciplined.