

THE ASHLEY SCHOOL ACADEMY TRUST GOVERNING BODY COMMITTEE

TITLE: PAY APPEALS COMMITTEE

STATUS: Non-statutory with delegated powers.

MEMBERSHIP: A number of Governors equal to the number who sat on the original Pay Committee. An advisor may also be present.

QUORUM: The minimum number as above.

MEETINGS: As required.

TERMS OF REFERENCE:

1. To be responsible for considering any appeal against a decision of the Pay Committee.
2. To be responsible for ensuring that the member of staff is advised personally within 48 hours of the response to his/her appeal, and in general terms the reasons for that response.

Agreed: January 2014

Reviewed: 6th October 2014

Signed:

THE ASHLEY SCHOOL ACADEMY TRUST GOVERNING BODY COMMITTEE

TITLE: **STAFF DISCIPLINE APPEAL COMMITTEE**

STATUS: Non-statutory with delegated powers.

MEMBERSHIP: Three Governors.
(In the case of an appeal by the Headteacher, one of the named Governors must be replaced by an independent member)

QUORUM: Three members.

MEETINGS: As required.

TERMS OF REFERENCE:

1. To act in accordance with the School Staffing Regulations and other legislation affecting the conduct and responsibilities of School Governing Bodies.
2. To consider an appeal by an employee against a formal oral or written warning or against an extension of the time limit for a written warning.
3. The Committee shall within 3 days of the hearing inform the various parties of decisions and reasons for those decisions.
4. To advise the Governing Body of decisions taken within the powers delegated, by providing at Full Governing Body meetings, for information, a statement of any decisions taken.

Agreed: January 2014

Reviewed: 6th October 2014

Signed:

THE ASHLEY SCHOOL ACADEMY TRUST GOVERNING BODY COMMITTEE

TITLE: **STAFF DISMISSAL APPEAL COMMITTEE**

STATUS: Statutory with delegated powers

MEMBERSHIP: Three Governors.
(In the case of an appeal by the Headteacher, one of the named Governors must be replaced by an independent member.)

QUORUM: Three members.

MEETINGS: As required.

TERMS OF REFERENCE:

1. To act in accordance with the School Staffing Regulations and other legislation affecting the conduct and responsibilities of School Governing Bodies.
2. To consider an appeal against a decision of the Staff Dismissal Committee to dismiss an employee.
3. The Committee shall within 3 days of the hearing inform the various parties of decisions and reasons for those decisions.
4. To advise the Governing Body of decisions taken within the powers delegated, by providing at Full Governing Body meetings, for information, a statement of any decisions taken.

Agreed: January 2014

Reviewed: 6th October 2014

Signed:

THE ASHLEY SCHOOL ACADEMY TRUST GOVERNING BODY COMMITTEE

- TITLE:** **STAFF DISMISSAL COMMITTEE**
- STATUS:** Statutory with delegated powers
- MEMBERSHIP:** Three Governors.
(The Headteacher is not eligible to serve but may rightfully sit as an advisor where the case is not being presented by him and he is not the subject of the case)
- QUORUM:** Three members.
- MEETINGS:** As required.

TERMS OF REFERENCE:

1. To act in accordance with the School Staffing Regulations and other legislation affecting the conduct and responsibilities of School Governing Bodies.
2. Specifically, to consider any proposal that a member of staff should be dismissed.
3. The Committee shall inform the various parties of decisions and reasons for these decisions. In the event of a decision for dismissal, the Committee will provide written reasons for the dismissal and other relevant information for the employee, including the right of appeal and the arrangements for such an appeal.
4. To advise the Governing Body of decisions taken within the powers delegated, by providing at Full Governing Body meetings, for information, a statement of any decisions taken.

Agreed: January 2014
Reviewed: 6th October 2014

Signed:

THE ASHLEY SCHOOL ACADEMY TRUST GOVERNING BODY COMMITTEE

TITLE: STAFF DISCIPLINE COMMITTEE

STATUS: Non-statutory with delegated powers

MEMBERSHIP: Three Governors.
(The Headteacher is not eligible to serve but may rightfully sit as an advisor where the case is not being presented by him and he is not the subject of the case)

QUORUM: Three members.

MEETINGS: As required.

TERMS OF REFERENCE:

1. To act in accordance with the School Staffing Regulations and other legislation affecting the conduct and responsibilities of School Governing Bodies.
2. Generally to be responsible for considering disciplinary matters, in accordance with the Staff Disciplinary Procedure, in respect of all persons employed to work at the school.
3. Specifically, to deal with any cases referred to it by the Headteacher, and in such situations to apply appropriate disciplinary sanctions up to and including a final written warning.
4. In the event that a member of staff has been suspended by the Headteacher or the Chairman of Governors, the Staff Discipline Committee alone has the power to end that suspension.
5. The Committee will consider any disciplinary case against the Headteacher.
6. In the event of a suspension of the Headteacher by the Chairman of Governors, the Staff Discipline Committee alone has the power to end that suspension.
7. To be responsible for considering a formal grievance appeal at Stage Four of the Grievance Procedure.
8. The Committee shall inform the various parties of decisions and reasons for these decisions, including informing the employee of their right of appeal and the arrangements for such an appeal.
9. To advise the Governing Body of decisions taken within the powers delegated, by providing at Full Governing Body meetings, for information, a statement of any decisions taken.

Agreed: January 2014

Reviewed: 6th October 2014

Signed: