

# HAYTOR VIEW COMMUNITY PRIMARY SCHOOL

## SECOND COMMITTEE TERMS OF REFERENCE

*Learning together - enjoying success - aiming high - celebrating difference – enriching community*

### Membership

- The committee shall consist of not less than three governors.
- The headteacher and staff governors **cannot** be members
- No governor or associate member who has been part of the First / Hearings Committee may be included

### Meetings and Quorum

- The committee shall meet as required
- The quorum for meetings shall be three governors

### Functions

- To hear an appeal against any decision made by the Head Teacher or any other committee of the governing board
- To hear a complaint in accordance with the school's complaints policy where this has not been resolved at a previous stage
- To consider the decision of the Head Teacher to exclude a child/pupil from the school in accordance with the regulations governing exclusion

SIGNED: ..... DATE: .....

(CHAIR OF GOVERNORS)