

## Pupil Discipline Committee (Statutory)

**Terms of reference:**

- To consider representation from parents in the case of exclusions of 5 days or less (Committee may not re-instate)
- To consider representation 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 6<sup>th</sup> and 50<sup>th</sup> school days 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 where a pupil is denied the chance to take a public examination (meeting to be held between 6<sup>th</sup> and 15<sup>th</sup> school days 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
- Any items which individual governing bodies may wish to include

**Membership** - 3

NB. The Governing Body may nominate a pool of governors from which three or five 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, four members consider an exclusion, the chair has the casting vote.

**Disqualification** - The Headteacher  
Any Governor with prior knowledge of the pupil or the incident.

(It is suggested that neither the Chair of Governors nor a member of staff, due to probable prior knowledge, should be a member).

**These terms of reference agreed by the Governing Body:**

Name of Governor	Date Appointed to the Committee

**Chair of the Committee:**

**Clerk to the Committee:**

\*May be provided by the LA's Pupil Discipline Clerking Service if purchased.

**Quorum: 3**

**Date Committee established:**

**Date of Review:**