**Appeals Committee**

**Membership**

Membership shall consist of 3 Governors who are not disqualified by having an interest requiring them to withdraw or who have not taken part in the proceedings of the First Committee.

The Headteacher, may attend any meeting in an advisory capacity only.

The Secretary for Education or his representative may attend any meeting in an advisory capacity only.

**Quorum**

The quorum shall be 3.

**Chairman**

A Chairman shall be elected whenever the Committee is required to hold a meeting

**Meetings**

The Committee shall meet as required.

The Secretary for Education shall be informed and consulted whenever it is necessary to convene a meeting, excepting in relation to the annual review of pay

Meetings shall be conducted in accordance with the School Governance (Procedures) (England) Regulations 2003, as amended by the Regulations 2007, the Whole School Pay Policy and the personnel procedures adopted by the Governing Body for the time being.

**Terms of Reference**

* To consider and decide on any appeal against the decision of the First (or Personnel/Dismissal) Committee in accordance with the school's personnel procedures, or against the decision of the First Committee in accordance with the school's Whole School Pay Policy, or in accordance with the 2003 & 2007 Regulations

The decision of the Appeal Committee will be final

**Disqualification**

The Headteacher

Any members of the Personnel Committee

The Chairman of the Governing Body, due to probable prior knowledge, should not be a member

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| **These terms of reference agreed by the Governing Body** | 5th Sept 2023 |

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| **Name of Governor** | **Date Appointed to the Committee** |
| Sophia Milligan | 05.09.23 |
| Paul Yeates | 05.09.23 |
| Emma Pascoe | 05.09.23 |

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| **Chair of the Committee** | TBA at first meeting |

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| **Clerk to the Committee** | Geoffrey Brighton |

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| **Quorum (minimum of 3, committee can determine higher number)** | 3 |

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| **Date Committee established** | 2014 |

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| **Date of review:** | July 2023 |