

WYVERN ACADEMY TERMS OF REFERENCE STAFF DISCIPLINARY COMMITTEE 2023.24

Terms of reference:

- ❖ To make any determination to dismiss any member of staff.
- ❖ **To make any decisions under the Trustee Board's personnel procedures e.g. disciplinary, grievance, capability where the Headteacher is the subject of the action***
- ❖ To make any decision relating to any member of staff other than the Head Teacher, under the Trustee Board's personnel procedures.
- ❖ To make any determination or decision under Trustee Board's General Complaints Procedure for parents and others.
- ❖ To make any determination or decision under the Trustee Board's Curriculum Complaints Procedure, in respect of National Curriculum disapplications, and the operation of the Trustee Board's charging policy.

***cannot be delegated to an individual**

Membership – not less than 3 members of the Trustee Board

Disqualification – The Head Teacher, staff trustee, trustee related to any staff member

These terms of reference agreed by the Trustee Board	07.07.23
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Name of Trustee	Date Appointed to the Committee
Helen Hunt	07.07.23
Steve Offord	07.07.23

Chair of the Committee	Christine Robertson
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Clerk to the Committee*	Kathryn Schofield
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Quorum	3
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Date Committee Established	07.07.23
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Date of next review:	AGM July 2024
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