

Terms of Reference for the Second Committee of the Governing Body of Instow Community Primary and Pre-School School

Membership:	At least three Governors to be drawn from the following: Hayley Heaton, Julie Stanway, Kayliegh Allin, Simon Gooch, Alan Mackie, Sue Edmonds, Janet Rothney The Headteacher may not be a member It is not appropriate to include staff governors Associate members can serve on this committee and will form part of the quorum No Governor or Associate Member who has been part of the First Committee may be included
Quorum:	Three: To be drawn from the membership above:
Chair of Committee:	To be elected by the Membership
Clerk to Committee:	Colette Woo
Date of review:	September 2027

Agreed at a meeting of the full Governing Board: 21st September 2026

Agreed Terms of Reference

- To hear an appeal against any decision made by the headteacher 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
- To elect the Chair of the Committee.