

Collaboration with another Governing Body Hearings Panel

Purpose

This joint panel is established to make decisions regarding complaints & pupil disciplinary hearings according to the individual policies of the governing body and academy board.

It is a joint panel with the academy board of St Chad's Catholic Primary School and the governing body of The Federation of St Joseph's Catholic Junior, Infant & Nursery Schools. This joint panel will provide impartiality in dealing with cases or will provide members for a panel within specified timeframes when a panel otherwise would not be able to be convened entirely by members of the St Chad's Board. Where possible at least one member of the panel will be a member of the St Chad's Board. Any St Joseph's governor sitting on a panel for St Chad's Board will be bound by the Code of Practice for St Chad's Board members.

This is done in accordance with the School Governance (Collaboration)(England) Regulations 2003, amendments in Schedule 2 of The School Governance (Roles, Procedures and Allowances) (England) Regulations 2013 for maintained schools, and The School Governance (Miscellaneous Amendments)(England) Regulations 2015 and individual Articles of Association for academies.

This joint committee does not exist in its own right, but acts under delegated powers from the collaborating /academy board/governing body.

This collaboration agreement was made at the board meeting for St Chad's Catholic Primary School on 30/09/20 and at the governing body meeting for The Federation of St Joseph's Catholic Junior, Infant & Nursery Schools on 22/09/20

Membership

All governors / directors from both governing bodies / academy boards are delegated to the joint hearings panel. The Clerk will convene the panel as appropriate on a case by case basis. Where possible at least one member of the panel will be a member of the St Chad's Board. Any person with a conflict of interest must not be part of the joint hearings panel for that case.

Clerking

The clerk to the directors will clerk this committee. In the event this is not possible, a cover clerk will be sought. Only in rare circumstances will the clerk for any panel hearing be a director. For this committee, it will never be a member of staff or panel member.

Quorum

Three directors/governors.

Responsibilities:

For staff discipline/grievance and capability hearings

- To receive the advice of their HR provider.
- To make any determination to dismiss any member of staff (unless delegated to the head teacher.)
- To make any decisions under the board's personnel procedures e.g. disciplinary, capability, sickness absence where the head teacher is the subject of the action.

- To make any decisions relating to any member of staff other than the HT, under the personnel procedures (unless delegated to the head teacher).

For complaints hearings

- To impartially hear a complaint within the framework of the school complaints policy.
- To decide, on the balance of probabilities, which facts are established to be true and which are not true, recording reasons for the decision.
- To decide which facts are relevant and which are not recording reasons for the decision
- To draft and send the outcome letter to the complainant, school's representative and any person complained about, within an agreed timeframe. The complaint may be upheld completely, partially or not upheld as appropriate.
- To make recommendations, if appropriate, through the Chair of Directors or directly to the Board as appropriate.

For pupil disciplinary hearings

- To act in accordance with the school's exclusion policy and 'Exclusion for maintained schools, academies and public referral units in England – A guide for those with legal responsibilities in relation to exclusions 2017'
- To receive advice from the LA Exclusions Officer
- To determine if a permanent exclusion is confirmed or if the pupil will be allowed to return to school
- To draft the outcome letter to the parent, copied to the Headteacher and LA

Collaboration with another Governing Body Appeals Panel

Purpose

This joint panel is established to consider any appeals following a decision made by the hearing or joint hearing panel.

It is a joint panel with the academy board of St Chad's Catholic Primary School and the governing body of The Federation of St Joseph's Catholic Junior, Infant & Nursery Schools. This joint panel will provide impartiality in dealing with cases or will provide members for a panel within specified timeframes when a panel otherwise would not be able to be convened entirely by members of the St Chad's Board. Where possible at least one member of the panel will be a member of the St Chad's Board. Any St Joseph's governor sitting on a panel for St Chad's Board will be bound by the Code of Practice for St Chad's Board members.

This is done in accordance with the School Governance (Collaboration)(England) Regulations 2003, amendments in Schedule 2 of The School Governance (Roles, Procedures and Allowances) (England) Regulations 2013 for maintained schools, and The School Governance (Miscellaneous Amendments)(England) Regulations 2015 and individual Articles of Association for academies.

This joint committee does not exist in its own right, but acts under delegated powers from the collaborating /academy board/governing body.

This collaboration agreement was made at the board meeting for St Chad's Catholic Primary School on 02/10/19 and at the governing body meeting for The Federation of St Joseph's Catholic Junior, Infant & Nursery Schools on 24/09/19.

Membership

All governors / directors from both governing body / academy board are delegated to the joint appeals panel. The Clerk will convene the panel as appropriate on a case by case basis. The joint panel will be convened where there may be conflicts of interest for specific hearings, and there may be difficulty in finding a time when participants are available. Where possible at least one member of the panel will be a member of the St Chad's Board.

Any person with a conflict of interest or who may have prior knowledge must not be part of a specific hearing panel.

Clerking

The clerk to the directors will clerk this committee. In the event this is not possible, a cover clerk will be sought. Only in rare circumstances will the clerk for any panel hearing be a director. For this committee, it will never be a member of staff or panel member.

Quorum

Three directors/governors.

Responsibilities:

- To receive advice from their HR provider.
- To consider any appeal against a decision to dismiss a member of staff made by the hearings or joint hearings committee.
- To consider any appeal against a decision short of dismissal under the governing body / board of trustees' personnel procedures e.g. disciplinary, grievance, capability, sickness absence.
- To consider any appeal against the selection of redundancy.
- To consider any appeal by the head teacher or deputy head teacher in performance management objective outcomes.
- To consider any appeal against a decision on pay grading or pay awards.
- To consider any appeal against a grievance.

DocuSigned by:
Leonie Fernandes
6469433110A84A8

19-Sep-20 | 10:52 PM

Mrs Leonie Fernandes (Headteacher)

DocuSigned by:
Margaret Bailey
AE507C8E6B74EE

22-Sep-20 | 10:15 AM BST

Mrs Margaret Bailey (Chair of Governors)

DocuSigned by:
Delia Jameson
5042A47C94424D8

21-Sep-20 | 5:26 PM

Miss Delia Jameson (Headteacher)

DocuSigned by:
Michelle Nze
50CA0CF5E6B748E

22-Sep-20 | 1:19 PM BST

Mrs Michelle Nze (Chair of Governors)