



Pay Appeals Committee Remit 2021-2022

Delegation of Function

The governing board shall establish a Pay Appeals Committee to deal with all appeals against pay decisions.

The meeting of the Staff Pay Appeals Committee should be minuted by a committee member, but not the Headteacher.

The meeting should be held within 20 working days upon receipt of an appeal as stated in the Pay Policy.

Membership

The Pay Appeals Committee shall consist of at least three named members of the Governing Board, none of whom shall be employed by the school or Associate Members or members of the Pay Committee.

The Headteacher may attend all proceedings of the Pay Appeals Committee for the purpose of providing information and advice (except where the appeal is in respect of his/her own salary, where s/he will attend for the purposes of making his/her case).

Quorum

Three Governors

Terms of Reference

To determine formal appeals against pay determinations in accordance with the Appeals Procedure set out in the Pay Policy.

**Adopted by the governing board of St. Thomas' CE Primary School (HC)
September 2021 (to be reviewed annually)**