



Sunnybrow Primary School

COMPLAINTS COMMITTEE

CHAIR:

Terms of Reference

- Elect Chair
- Consider complaint in accordance with the school's Complaints Procedure.

The Complaints Committee will consist of at least three Governors with no prior involvement or knowledge of the complaint.

MEETINGS	As and when required
QUORUM	3
DISQUALIFICATION	<ul style="list-style-type: none">• Headteacher.• Chair of Governors (if have prior knowledge).• Any Governor (if have prior knowledge).• where there may be a conflict of interest.• staff.