


Staff Discipline, Conduct and Grievance Policy

Ellesmere Port Catholic High School



Approved by:	Mr J Coucill, Chair of Governors 
Lead of Review:	Mr C Jones, Business Manager
Last reviewed on:	September 2019
Next review due by:	August 2020 or on receipt of updates from CW&C

Status

Statutory

Purpose

The school is committed to ensuring that rules are observed and standards maintained for the efficient and safe performance of work and for maintaining satisfactory working relations.

Who was consulted?

The LA produces model disciplinary policy and procedures, agreed with the relevant Trade Unions (Version 3 created September 2017). These have been adopted by the school and are appended to this document.

Relationship to other policies

The policy relates to the Grievance and Capability policies and procedures

Roles and responsibilities

The Headteacher will be responsible for ensuring:

- staff have access to the disciplinary policy and procedures;
- in the event of disciplinary action needing to be taken the correct procedures are followed.

The Chair of Governors is responsible for:

- the application of the procedures within the school;
- implementing procedures if action needs to be taken against the Headteacher.

The Governing Body is responsible for:

- the dismissal of a member of staff.

Arrangements for monitoring and evaluation

Updates will be received from Cheshire West and Chester via the Business Manager who will make the Headteacher aware of any changes.

The governing body will receive and approve updates as appropriate.