

SOUTHWARK DIOCESAN BOARD OF EDUCATION

POLICY STATEMENT

GRIEVANCE AND DISCIPLINE OF SCHOOL STAFF

The Diocesan Board recommends that governors, after due consultation, adopt the practices and principles contained in the publication "Grievance and Discipline Procedures for Employees in Voluntary Aided and Foundation Schools" (2004).

The Board supports the principle that discipline procedures should not be thought of simply as a means of imposing sanctions or as necessarily leading to dismissal. The intention of the policy and procedures is that they should encourage all employees to achieve and maintain high standards of conduct. Well planned support and counselling should, whenever possible, precede formal procedures. The employee should be helped to improve or resolve the situation as soon as it becomes apparent. Governing bodies should ensure that, in all matters relating to grievance and discipline, particular attention is paid to providing equal opportunities for all employees.

Revised July 2004

Reference: *Grievance and Discipline Procedures for Employees in Voluntary Aided and Foundation Schools*, NATSOC publication with SDBE and London Diocesan Board for Schools, 2004.