

# SOUTHWARK DIOCESAN BOARD OF EDUCATION

## POLICY STATEMENT

### REDUNDANCY OF STAFF

The Board recognises the very difficult task that governors are facing in making some staff redundant. In exercising this responsibility the Board draws governors' attention to the following:

- that a governing body ensures that at its first meeting of the school year it formally reviews the membership of its committees and provides them with written terms of reference; this includes the committees which may be needed in connection with redundancies;
- that as employers, governing bodies have considerable responsibilities in relation to redundancy procedures. Such procedures must be fair and consistent, have been drawn up in close consultation with staff and have been formally adopted by the governing body. Copies of the procedures should be readily available within the school; and
- that governors need to pay particular attention to the needs of all those involved in a redundancy procedure and to ensure that pastoral support is available on request for all concerned.

Revised July 2004

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