



Removal of the Principal

March 2024



1. The Principal is subject to the rules for all staff as set down in the Staff Handbook and policies for employment and discipline as applied to staff apply equally to the Principal.
2. The Disciplinary policy of the College will apply without exception to the Principal and normal employment practices will be followed in the event of any disciplinary case.
3. In all cases where the Principal is the subject of a disciplinary case where a final written warning or dismissal could result then The Visitor will be informed at least 10 working days before a formal hearing takes place as will the Vice Chancellor of the University. Their advice may be used in the formation of any disciplinary panel.
4. Where the disciplinary policy requires a first level officer, with regard to the Principal this will be the Chair of Trustees or, if they are conflicted, the Vice-Chair.
5. Should the decision to suspend the Principal be made, then the Visitor and Vice-Chancellor must be immediately informed. The Chair of Trustees, or in their absence or conflict the Vice-Chair will have the authority to initiate this suspension.
6. Where the disciplinary policy requires a second level officer, in the case of the Principal this will be substituted by a panel of five members made up of Trustees and Official Fellows without a conflict in the matter. Members of the Remuneration Committee may also serve on this panel, provided a majority of the panel is made up of Trustees and Fellows.
7. Where a disciplinary policy requires an appeals officer then the Chair of Trustees shall appoint a solicitor with appropriate knowledge of the Oxford College environment who will themselves appoint a panel, chaired by the solicitor, of four additional people of appropriate knowledge and standing to serve on such a panel. At least one of these people will be a Trustee of the College.
8. At any stage of the process the panels may opt to take independent legal or HR advice before proceeding further.