

POLICY COMMITTEE MEETING
ON
Monday, 24th January 2022 at 4pm
MEETING TO BE HELD BY MICROSOFT TEAMS DUE TO COVID 19

**Committee: Adam Rowland (AR), Simon Virgo (SV), Marion Wilcock (MGW), Bill Hatton (BH)
Peter Clinch (PC)**

Clerk: Louisa Rydon

BUILDING UNIQUE FUTURES TOGETHER

MINUTES		
1.	<p>Welcome & Apologies LR apologised for being late for the meeting. The meeting was therefore recorded.</p>	
2.	<p>Declaration of Interests None to declare.</p>	
3.	<p>Approval of minutes dated 29th November 2021 The minutes were approved and signed as a true record.</p>	
4.	<p>Matters Arising/action grid <u>First Aid</u> – SF/RA The committee discussed item 8: Monitoring requirements. They agreed the policy was reviewed for FGB approval every two years but were assured the policy would be monitored during that period, should there be an incident which required a review. <i>LR joined the meeting.</i> Recommended for approval at FGB. <u>ASC</u> (CC) The committee noted the substantial changes to the policy which they found helpful. They suggested an extra line to confirm the policy applied to all pupils aged 4-19 on the autistic spectrum. LR to send suggested amendment to CC. Approved.</p>	
5.	<p>Policies due for review Spring 2022 <u>Statutory</u> <u>Accessibility</u> (CC) Governors noted this was a plan. Amend: <i>the college site is now under construction</i>. LR to send amendment to CC. Approved. <u>Charging & Remissions</u> (SF) To April FGB <u>Children with health needs who cannot attend school</u> (CC) (FGB approval required) BH noted there was no governor oversight included in the policy. AFR confirmed the procedures in place and it was agreed the learning and wellbeing committee should monitor the current process. An agenda item was set for 3/3/22. Send policy with action to FGB for electronic approval. <u>Designated teacher for looked after & previously looked after children</u> (GB/VM) AFR confirmed there were currently 3 CLA pupils and explained the virtual head role. The committee asked the learning and wellbeing committee to monitor</p>	<p style="color: red;">LR 27/1/22</p> <p style="color: red;">FGB 4/4/22</p> <p style="color: red;">L&WB 3/3/22 LR 27/1/22</p> <p style="color: red;">LR 27/1/22</p>

	<p>the remit and key performance indicators of the virtual head role. Send policy with action to FGB for electronic approval. (FGB approval required) <u>Non-statutory</u> <u>Acceptable use</u> (AFR) It was agreed, after discussion, that all illegal options should be itemised for clarity. All staff were expected to sign it and the minor amendment made since the last review did not alter the validity of signed copies. Approved. <u>CPD</u> (CC/GB) The committee noted the change to the accompanying form but there had been no changes to the policy. Approved. <u>Exams</u> (SF) To April FGB <u>Lock Down</u> (AFR) AFR had asked for the review of this policy to be increased to annual. He reported on the number of times versions of lockdown had been used and the value of the policy. The committee checked staff were fully conversant with the different codeword. LR to make minor correction to surname. Approved. <u>School Fund</u> (JPM) Approved, subject to LR running spell check and ensuring up to date names/roles were accurate. <u>Home school agreement</u> (AFR) No changes. The committee felt it was an excellent document and approved it. <u>Sun protection</u> (CC/GB) The committee asked if the change from glass to plastic of the proposed sun canopies at the new college would have an impact. AFR to check they are UPV protected. Approved.</p>	<p>FGB 4/4/22</p> <p>LR 27/1/22</p> <p>LR 27/1/22</p>
6.	<p>Impact of governor action/discussion</p> <ul style="list-style-type: none"> • Checking progress of pupils who cannot attend school. • Extend governor knowledge of virtual school. 	
7.	<p>Policies due for approval in Summer term</p> <p>Data protection School exclusion Calming room guidance Internal verification Freedom of Information publication scheme Parking strategy Work Experience</p>	LR
8.	<p>Date of next meeting Monday, Monday, 16th May 2022 at 4pm</p>	LR

SIGNED.....*Bill Hatton*..... DATE.....16/5/22.....

ACTION GRID JANUARY 2022			
4 & 5	Inform CC of suggested changes to ASC, Accessibility.	LR	✓
5	Charging & Remissions and Exam policies to FGB	FGB	✓
5	Equality & Diversity policy & equality in the curriculum for discussion at next L&WB	L&WB	✓
5	Report of L&WB on current off site provision and role of virtual head teacher for CLA	L&WB	✓

5	Statutory policies: children with health needs who cannot attend school, designated teacher for looked after & previously looked after pupil & first aid for FGB approval	FGB	✓
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