

**POLICY COMMITTEE MEETING
ON
Monday 16th May 2022 at 4pm
MEETING HELD ON MICROSOFT TEAMS**

**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. Welcome & Apologies	
There were no apologies.	
2. Declaration of Interests	
None to declare.	
3. Approval of minutes dated 24th January 2021	
The minutes were approved and electronically signed as a true record.	
4. Matters Arising/action grid	
<u>Exams – additional clause added on how governor role is demonstrated</u> Sandra Feltham had added a clause which governors approved.	
5. Policies due for review Summer 2022	
<u>Statutory</u> <u>Data protection (West Sussex JPM)</u> Approved. <u>School exclusion (AFR)</u> Approved and it was agreed to archive the school exclusion covid addendum. <u>Non-statutory</u> <u>Learning outside the classroom and off site educational visits (SF)</u> The committee checked the procedure undertaken with WSCC and thanked PC for taking on the governor role for off site visits. The policy was approved subject to PC's visit with SF. <u>Calming room guidance (SG/COP)</u> The committee checked how the central record of data was reviewed and it was reported to learning and wellbeing once per term. Approved. <u>Freedom of Information & publication scheme – based on ICO (JPM)</u> Approved. <u>Parking strategy (AFR)</u> AFR reported on the changes at the school site to keep the traffic flowing freely. The committee discussed the number of pupils/staff walking/cycling to school and noted the impact of the rising petrol prices. Approved. <u>Social media (AFR)</u> Approved. <u>Careers & Work Experience (NB)</u> To learning and wellbeing 9/6/22	
6. Policies due for approval in Autumn term	
<u>Statutory</u> Admissions. Arrangements & register of pupils admissions to school (AFR/CC)	

	Behaviour in schools (CC) Governor behaviour principles written statement (Governors) Child protection policy and procedures (CC) Governor allowances (JPM) Health & Safety (AFR) SEND & SEND information report (CC) Statement of procedures for dealing with allegations of abuse against staff (included in CP policy) (CC) Teachers' pay policy (AFR) <u>Non-statutory</u> Anti bullying (Safeguarding team) BTEC certification & registration (TB) Internal verification (TB) Observation & Classroom monitoring (AFR) Online safety (CC/RM) Positive handling (AR/CoP) Pupil premium (TB)	
7.	Impact of governor discussion/action Governors have a good understanding of policies and are actively involved in the review process.	
8.	Date of next meeting To be confirmed once AFR has dates of West Sussex Special Schools' Heads meetings.	

SIGNED.....*Bill Hatton*..... DATE.....4th October 2022.....

ACTION GRID MAY 2022			
5	Careers & work experience to L&WB	L&WB	Approved