## **POLICY COMMITTEE MEETING**

## ON

4<sup>th</sup> October 2022 at 4pm VENUE: Woodlands Meed, Chanctonbury Road, Burgess Hill, RH15 9EY

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. PC joined the meeting virtually.				
2.	Declaration of Interests				
	None to declare in the agenda.				
3.					
	As BH's term of office had to be approved at the following FGB, the meeting	A			
	voted to appoint him as chair for the meeting with an election to be held at the	Agenda 6/12/22			
	next meeting.	0/12/22			
4.	Approval of minutes dated 16 <sup>th</sup> May 2022				
	The minutes were approved and signed as a true record.				
5.	Matters Arising/action grid				
	The careers and work experience policy had been approved at Learning and				
	Wellbeing.				
6.					
	<u>Statutory</u>				
	Admissions. Arrangements & register of pupils admissions to school (AFR/CC)	MGW/AFR			
	The statement was on the website. MGW to check wording for next meeting.	6/12/22			
	Behaviour in schools (CC)	0/12/22			
	To next meeting.				
	Governor behaviour principles written statement (Governors)				
	Approved.				
	Child protection policy and procedures & Statement of procedures for dealing				
	with allegations of abuse against staff (CC)				
	The committee were aware this was a WSCC model policy and recommended				
	it for approval at FGB. However, as such an important and comprehensive				
	policy they felt it merited further discussion amongst governors. Meeting date to	BH/LR			
	be arranged. LR to check with CC where statement of procedures for dealing	20/11/22			
	with allegations of abuse against staff is within the document. (Document is an appendix to the policy and has been sent to governors.)				
	Governor allowances (JPM)				
	Approved.				
	Health & Safety (AFR)				
	Approved.				
	SEND & SEND information report (CC)				
	Approved.				
	Teachers' pay policy (AFR)	Agenda			
	Not yet released by WSCC. To Pay committee meeting.	20/10/22			
	Non-statutory				
	Anti bullying (Safeguarding team)	LR 7/10/22			
	LR to correct extra bullet point. BH clarified that governor monitoring took place	LIC / / 10/22			
L	Lik to contact oxita bollot point. Bit claimed that governor mornioning look place	1			

	at learning and wellbeing.  BTEC certification & registration (TB) – no longer relevant  Internal verification (TB) – no longer relevant  Observation & Classroom monitoring (AFR)  Approved and MGW noted the effectiveness of the policy during the Link  Advisor visit.  Online safety (CC/RM)  Governors felt it did not currently read well as a policy and asked that should was replaced with will and avoid with evade.	
	The committee clarified that there was a key word filter for internet access to ensure inappropriate sites could not be accessed. They also asked if there was reference in any policy to no phones used in school. LR to check.  Positive handling (AR/CoP) To December meeting.  Pupil premium (TB)  LR to ensure top box matches standard version. MGW raised concerns with the policy and highlighted changes. LR to action and send to TB.  LR to send note to SMT with the policy on policies attached and asking that all changes were made in yellow.	LR 14/10/22 Agenda 6/12/22 LR 14/10/22
7.	Note change to school fund policy Approved.	
8.		
9.		

ACTION GRID OCTOBER 2022			
3	Chair election	LR	✓
6	Admissions – MGW to check statement on website.	MGW	✓
6	Behaviour in schools to next policy meeting	CC	✓
6	Governor meeting on Child protection and safeguarding policy & Statement of procedures for dealing with allegations of abuse against staff.	BH/LR	<b>√</b>
6	Teachers' pay policy to be reviewed when received from WSCC	LR	<b>✓</b>
6	Recommended changes to online policy to next meeting Consider where access to phones in school is clarified.	LR AFR/CC	<b>√</b>
6	Positive handling to next policy meeting	LR	✓
6	Recommended changes to Pupil premium to next meeting	LR	✓
6	Send reminder to SMT on use of yellow highlights for changes to policies.	LR	<b>√</b>