

**POLICY COMMITTEE MEETING
ON
Wednesday, 22nd May 2019
at 4.00pm**

VENUE: Woodlands Meed, Chanctonbury Road, Burgess Hill, RH15 9EY

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

Clerk: Louisa Rydon

BUILDING UNIQUE FUTURES TOGETHER

MINUTES	
1.	Welcome & Apologies Apologies were received and accepted from Marion Wilcock.
2.	Declaration of Interests None in the agenda.
3.	Approval of minutes dated 27th March 2019 The minutes were approved and signed as a true record.
4.	Matters arising (not covered on the agenda) a) <u>Confirmation names replaced by job title</u> Done and filed in policy file. b) <u>Child Protection policy for 18+</u> The committee thanked Chris Carter for including the adult safeguarding section. LR to add Miriam Owen as safeguarding governor alongside SV. c) <u>Inclusion of DoLS (CC/GB)</u> Gillian Barton sent governors an explanation on DOLs (the deprivation of liberty safeguards) which they accepted. <i>The Deprivation of Liberty Safeguards apply mainly to those over 18, living in care homes and hospitals.</i> <i>It is acknowledged that in schools and colleges, whilst pupils are not at liberty to leave the premises at their own discretion, DoLS protocols do not apply because it is widely accepted that by attending an educational establishment, common-sense restrictions will be in place to keep pupils safe. By agreeing to attend, and accepting a place in an educational establishment, young people and their families endorse the expectation that restrictions are maintained on leaving the premises.</i> <i>In certain specific cases, DoLS protocol could apply in a school or college setting, though this is unlikely, and most circumstances would be covered by protocols pertaining to safeguarding, Team Teach and Positive Handling, Calming Room use or Risk Assessment.</i>
5.	Policies for review/approval at meeting BH raised the procedure for reviewing policies. AFR confirmed a policy on policies was in place and that any changes would be highlighted in yellow to give governors an easy overview of the policy amendments. The committee appreciated that it was prudent not to make changes to the WSCC model policies WM had accepted. <u>Freedom of Information (JPM)</u> Approved. <u>Safer Recruitment (SF)</u> Approved.

	<p><u>Calming Room guidance (SG/CP)</u> Approved.</p> <p><u>Assessment, recording & reporting (NB/VM)</u> Approved.</p> <p><u>PMLD (VM)</u> Approved.</p> <p><u>Sun Protection (AFR/BD)</u> Ben Dale, as school nurse, was responsible for the policy and was currently reviewing it. Policy to be added to folder as soon as it was ready.</p> <p>The committee noted that Science, health & safety (CR), Maths Policy (CM), Humanities (TB), PSHE (GD), Computing (CC) had all been reviewed. LR to file in policy folder. They confirmed curriculum policies did not need to come to the committee but asked LR to ensure review dates were adhered to through the policy tracker.</p> <p><u>Note WSCC changes</u> <u>Complaints (JPM)</u> Approved with addition of Woodland Meed name and onto website.</p> <p><u>Serial and Unreasonable complaints (JPM)</u> Approved with addition of Woodlands Meed name and onto website.</p>	<p>BD/AFR 1/6/19</p> <p>LR/JPM 1/6/19</p>
<p>6. <u>Due for Review by July</u> Home School Agreement Sun Protection</p>		
<p>7. <u>Date of next meeting</u></p>	<p>The committee agreed as policies were up to date there was no need for a July meeting. Next meeting immediately prior to September FGB.</p>	

SIGNED.....*Simon Virgo*..... DATE.....23rd September 2019.....

ACTION GRID MAY 2019

5	Sun protection policy to next meeting	AFR/BD
5	Reviewed complaints policy – WM name added and uploaded onto website	JPM/LR