## POLICY COMMITTEE MEETING ON

## Monday, 30<sup>th</sup> November 2020 at 4pm MEETING HELD BY MICROSOFT TEAMS DUE TO COVID 19

Committee present: 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 in the agenda.	
3.	Approval of terms of reference	FGB
	Recommended and recommended to FGB for approval.	30/11/20
4.	FF	
	The minutes were approved and electronically signed as a true record.	
5.		
	a) <u>Have WSCC issued statutory polices for the new policies in DfE</u>	
	<u>guidance? (</u> highlighted in purple on tracker attached)	
	BH noted the number of new statutory policies still highlighted. AFR to check	
	again with WSCC to see if they had now issued model policies. MGW reported	AFR
	that the school link adviser had approved the policy tracker governors used	20/1/20
<u> </u>	and WM's use of model WSCC policies.	
6.	····· · · · · · · · · · · · · · · · ·	
	EYFS VM	
	Approved.	
	<u>Teachers Pay and appraisal AFR</u> BH raised several points for clarification. As a model policy, the committee were	
	happy with the WM adjustments and recommended the policy for approval at	
	FGB. After discussing how the pay process worked, BH's offer to join the pay	BH/LR next
	committee was gratefully accepted.	pay
	E-safety CC	meeting
	Approved with correction of designated to delegated.	
	Appeals process and statement for assessment – see explanatory note from SF	
	There was no record of this policy. LR to check back through the committee	
	minutes. Following the meeting, the appeals process and statement for	
	assessment were separated into 2 documents. For approval at next policy	
	meeting.	
	Moving and handling SJ & CG	
	The committee asked that the comment boxes were removed and understood	LR 4/12/20
	the policy had been checked by WSCC. They were happy for the policy to be	
	used and asked to see the final version at their next meeting.	
	LR to amend top boxes and add policies to website as applicable.	LR 4/12/20
	To be sent to L&WB	L&WB
	Relationships & Sex & Health Education (RSHE)	agenda
7.	Policies due for review Spring 2021	
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	LR to send reminder to staff on policies due for review: <u>Statutory</u> Accessibility (CC) Equality Information (public sector equality duty) statement for publication (CC) Managing Medicines (CC)	LR 4/12/20
	Non-statutory Acceptable use (AFR) Communications (GB) Emergency procedure plan (AFR) Exams (SF) Parking Strategy (AFR) Transporting pupil travel in cars (SF) Appeals Process (SF) Assessment statement (SF)	
8.		

ACTION GRID NOVEMBER 2020			
3	ToR recommended to FGB for approval	✓	
5a	Check if WSCC have model policies for new DfE statutory policies	✓	
6	Final moving and handling policy to next meeting. BH to join pay committee and attend next meeting. Amend approved policy top boxes and upload onto website where applicable Relationships, sex & health education to L&WB	Agenda ✓	
7	Inform SMT of policies requiring approval for meeting 20/1/20	$\checkmark$	