

**POLICY COMMITTEE MEETING
ON**

Wednesday, 20th January 2020 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 There were no apologies.</p>	
2.	<p>Declaration of Interests None to declare in the meeting.</p>	
3.	<p>Approval of minutes dated 30th November 2020 The minutes were signed and approved as a true record</p>	
4.	<p>Matters arising (not covered on the agenda)</p> <p>a) <u>Have WSCC issued statutory polices for the new policies in DfE guidance?</u> (highlighted in purple on tracker attached) In the absence of WSCC model policies WM had written their own policies for adoption. If/when WSCC did issue these policies, WM would consider adopting them.</p>	
5.	<p>Policies for review/approval at meeting</p> <p><u>Statutory</u> <u>Accessibility (CC)</u> Approved. <u>Equality Information (public sector equality duty) statement for publication (CC)</u> Questions were asked on specific targets, pupils' access to remote learning and support for candidates in exams. Approved. <u>Managing Medicines (CC)</u> Approved subject to checking the latest date for managing medicines guidance was correct. <i>(Chris Carter confirmed 2015 was the correct date.)</i> <u>Designated teacher for looked after children (GB)</u> Approved and monitored through the learning and wellbeing committee. <u>Children with Healthcare needs who cannot attend school (CC/GB)</u> Approved and monitored through the learning and wellbeing committee. <u>Exclusion (AFR)</u> The committee asked LR to check which policy had been used for the process they had followed in 2017. (Subsequent to the meeting, LR confirmed it had been behaviour for learning.) PC had sent an email with recommendations (29/11/17) which the committee asked AFR to ensure were included in the proposed exclusion policy. <i>(Policy ready for adoption at next meeting.)</i></p> <p><u>Non-statutory</u> <u>Acceptable use (AFR)</u> The committee were assured by the robust measures in place. Approved. <u>Communications (GB)</u> Typo corrected. Approved. <u>Emergency procedure plan (AFR)</u></p>	<p style="color: red;">LR 29/1/21</p> <p style="color: red;">AFR 29/1/21</p>

	<p>The committee noted that there was a reference to a pandemic in the policy. AFR confirmed he had referred to the policy at the outbreak of covid 19 but it had not been applicable. Approved.</p> <p><u>Parking Strategy (AFR)</u></p> <p>Approved. The committee suggested that the spare spaces at Oakmeeds could be used during the construction phase at the College site.</p> <p><u>Transporting pupil travel in cars (SF)</u></p> <p>Approved.</p> <p><u>Exams (SF)</u></p> <p>The committee asked if there should be a covid note but agreed it was not appropriate.</p> <p><u>Appeals (SF)</u></p> <p>The committee asked for information about the purpose of the policy to be included.</p> <p><u>Statement of Assessment (SF)</u></p> <p>Not received.</p> <p><u>Following discussion at last meeting, check final moving and handling policy is correct</u></p> <p>The track changes and recommendations had been removed on the approved policy.</p>	<p>LR/SF 20/5/21</p> <p>20/5/21</p>
<p>6. Policies due for review Summer 2021</p>	<p>PMLD (VM)</p> <p>Reporting and Recording (VM/NB)</p> <p>Freedom of Information Publication Scheme (Based on ICO scheme - WSCC advice)</p> <p>Exclusions – having been cross-checked with 2017 governor recommendations.</p> <p>Appeals</p> <p>Assessment</p>	
<p>7. Date of next meeting</p>	<p>Tuesday 20th April, 2021 at 4pm – TEAMS – moved to Tuesday, 11th May.</p>	

SIGNED.....*Bill Hatton*.....DATE.....11th May 2021.....

ACTION GRID JANUARY 2021		
5	Check latest guidance is 2015 and policy is approved.	✓
5	Cross check new exclusion policy with 2017 governor recommendations. Policy to be approved at May meeting.	✓
5	Ask for information on purpose of policy to be included. Check is there is a statement of assessment and is it necessary.	✓
7	Inform SMT of policies requiring approval for meeting 20/5/21	✓