

**POLICY COMMITTEE MEETING
ON**

Monday, 12th July 2021 at 4pm

MEETING TO BE 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

DRAFT MINUTES		
1.	<p>Welcome & Apologies There were no apologies.</p>	
2.	<p>Declaration of Interests None.</p>	
3.	<p>Approval of minutes dated 11th May 2021 The minutes were approved and electronically signed as a true record.</p>	
4.	<p>Matters Arising/action grid a) <u>Update on First Aid and Biometric Information policies</u> Discussed in item 5 b) <u>Policies discussed at last meeting</u> <u>Internal Quality Assurance</u> BH/TB agreed that Internal Assurance is drafted in rather technical terms. TB will have a look at this policy when he has the time and see whether it is possible to make it more intelligible to lay governors without creating any issues with the examination board, who drafted it. <u>Determining Teacher assessed grades</u> Approved. <u>WM malpractice examination policy</u> Approved.</p>	TB 5/10/21
5.	<p style="text-align: right;"><i>AFR joined the meeting.</i></p> <p>Policies for review/approval at meeting <u>Statutory</u> RSE - approved by policy committee and sent to July FGB for approval PC noted the emphasis on PSHE in the school development plan and how it connected with RSE. For discussion at FGB. <u>Early Career Framework</u> AFR felt the new framework would be beneficial to new teachers. He confirmed Vicki Macrae was the early career lead and new teachers would be given a mentor working closely with them. The committee noted the policy had been adapted from the model WSCC policy and approved it. <u>First Aid in School</u> To next meeting. <u>Biometric Information</u> Justina Pugh Morgan had confirmed the information was included within the DPA policy and would review it for the next meeting. <u>Non-statutory</u> <u>Lettings – forwarded from Resources with safeguarding clause</u> To the next meeting. <u>Provider Access</u> The committee felt Career guidance would be a more suitable name for the</p>	<p style="text-align: center;">FGB</p> <p style="text-align: center;">Agenda</p> <p style="text-align: center;">Agenda</p> <p style="text-align: center;">Agenda</p>

	<p>policy. AFR believed the name was used to reflect that not all pupils were going on to a career but would be accessing further education or training. The committee checked the accuracy of the numbering and approved the policy. <u>Appeals – redrafted for clarification</u> The committee passed on their thanks to Sandra Feltham for making the policy clearer. They discussed how the exam boards moderated teachers' marking. The policy was approved with the new WM strapline.</p>	LR 20/7/21
6. Access to policies	<p>a) <u>On the website</u> Only statutory policies were held on the website. All policies were in the remote drive which governors were not accessing.</p> <p>b) <u>Governors</u> PC volunteered to look at putting in links to the policy tracker but governors were able to email LR who would forward any policies requested.</p>	PC 5/10/21
7. Policies due for review Autumn 2021	<p><u>Statutory</u> Admissions arrangements (AFR/CC) Behaviour for life and learning (CC) Governor behaviour principles written statement (Governors) Safeguarding & covid addendum (CC) Health and Safety (AFR) SEND & SEND information report (CC) Staff discipline, conduct and grievance (SF) Statement of procedures for dealing with allegations of abuse against staff (CC) Pay (AFR) Teachers' appraisal (AFR)</p> <p><u>Non-statutory</u> ASC (CC) E-safety (CC & RM) BTEC certification & registration (TB) Internal verification (TB) Examinations malpractice (TB) Home School agreement (SLT) Independent travel (GB) Intimate care (CC/GB) Observation and classroom monitoring (AFR) Positive handling (AR/COP) Covid clause for pupil premium (VM& TB) Sun protection (SLT & school nurse) Swimming pool (to be reviewed at property, health & safety committee)</p>	
8. Change to WSCC model policy	<p>WSCC had corrected numbers for LADO and MASH in their complaints model policy. LR to change in WM adopted policy.</p>	LR 20/7/21
9. Date of next meeting	<p>Tuesday, 5th October at 4pm</p>	

SIGNED.....*Bill Hatton*.....DATE.....5th October 2021.....

ACTION GRID JULY 2021		
4b	Recommendation from Tom Brown on Internal Quality Assurance policy	Tom Brown
5	Discussion on RSE/PSHE at FGB. First aid, biometric information (in DPA policy) and lettings to next meeting. Correct strapline on provider access policy.	✓ ✓
6b	Look into possibility of links to policies through tracker.	Agenda

8	Correct LADO and MASH numbers in their complaints policy	✓
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