

POLICY COMMITTEE MEETING
ON
Monday, 29th November 2021 at 4pm
MEETING 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 agenda.</p>	
3.	<p>Approval of minutes dated 5th October 2021 The minutes were approved and electronically signed as a true record.</p>	
4.	<p>Matters Arising/action grid</p> <p>a) <u>Biometric policy</u> Included in the data protection policy and approved at the summer policy meeting.</p> <p>b) <u>First Aid – SF/RA</u> Sandra Feltham had sent the new policy to the leadership team for final approval. Final version to be sent to January meeting for governor approval.</p> <p>c) <u>Policy tracker</u> LR had updated the tracker in the governor drive and would ensure it was included in committee meeting papers in future.</p>	24/1/22
5.	<p>Policies due for review Autumn 2021</p> <p><u>Statutory Pay (AFR)</u> The policy had been received from WSCC the week before and WM had individualised the policy with the sections in red. The committee had received the policy just prior to the meeting. After careful discussion they were happy with the policy but asked for clarification on the clause on page 3: <i>Where a pay determination leads to, or may lead to, the start of a period of safeguarding, the Governing Body will give required notification as soon as possible and not later than one month after the date of determination.</i> Following the meeting, AFR requested clarification from WSCC HR and sent governors the full response. They understood the safeguard referred to a period of three years protection for any staff whom WM removed a TLR payment from. (To date this has not happened.) The committee recommended the policy for approval at FGB.</p> <p><u>Policy statement on equality and diversity (CC/GB)</u> There was some debate about the policy. It was agreed it must be a statutory policy and the committee asked LR to check if any changes could be made without affecting its validity. MGW commented on the focus on this area and that the result from the governor skills audit had been a 3. PC asked how WM was able to determine how equal</p>	FGB 29/11/21

	<p>and diverse it was in comparison with similar schools. The committee agreed they needed to confirm how this policy was being adhered to. AFR explained Nola Bennett was carrying out work on equality in the curriculum and it was felt it would be beneficial to discuss the policy alongside the equality in the curriculum at the next learning and wellbeing meeting.</p> <p>Approved.</p> <p><u>Non-statutory</u></p> <p><u>ASC (CC)</u> – deferred to Spring meeting</p> <p><u>Home School agreement</u></p> <p>AFR took ownership of the home school agreement. To be sent to next meeting.</p> <p><u>Sun protection</u></p> <p>Ownership given to Chris Carter/Gillian Barton for approval at next meeting.</p> <p><u>Reviews of Marking – centre assessed marks (GCSE controlled assessment, BTEC coursework & non GCSE examination assessments (TB)</u></p> <p>Approved.</p> <p><u>Gift and hospitality (AFR)</u></p> <p>Approved.</p> <p><u>Moving and handling (Sammy James & Camilla Giacomelli)</u></p> <p>Approved.</p>	<p>L&WB 3/3/22</p> <p>24/1/22</p> <p>24/1/22</p>
<p>6.</p>	<p>Policies due for approval in Spring term</p> <p>Accessibility (CC)</p> <p>Charging & Remissions (SF)</p> <p>Children with health needs who cannot attend school (CC)</p> <p>Designated teacher for looked after & previously looked after children (GB/VM)</p> <p>Acceptable use (AFR)</p> <p>CPD (CC/GB)</p> <p>Exams (SF)</p> <p>School Fund (JPM)</p> <p>Home school agreement (AFR)</p> <p>Sun protection (CC/GB)</p> <p>First Aid (RA/CC/GB)</p>	
<p>7.</p>	<p>Date of next meeting</p> <p>Monday, 24th January 2022 at 4pm</p>	

SIGNED.....*Bill Hatton*..... DATE.....24TH January 2022.....

ACTION GRID NOVEMBER 2021			
4b	Final changes to first aid to next meeting for approval	RA/CC/GB	✓
5	Pay recommended to FGB for approval.	FGB	✓
5	Equality & Diversity policy & equality in the curriculum for discussion at next L&WB	L&WB	3/3/22
5	Home school agreement & sun protection allocated to staff members & approval at next meeting.	Policy	✓