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| <b>Committee(s)</b>  | <b>Dated:</b>       |
| The Board of Governors of the City of London Freeman's School    | 07/02/2019          |
| <b>Subject:</b><br>Report on Policies                            | <b>Public</b>       |
| <b>Report of:</b><br>Headmaster, City of London Freeman's School | <b>For Decision</b> |
| <b>Report author:</b><br>Stuart Bachelor, Deputy Head            |                     |

### Summary

This report is for Governor engagement and decision.

- a) Background
- b) Recommendation

### Recommendation(s)

Members are asked to:

- Scrutinise the policies in this report;
- Ask questions of the policy authors and Headmaster surrounding these policies;
- Approve the policies presented.

### Main Report

#### a) Background

1. Members will understand that they are responsible for the School's policies and that oversight of them is an important part of their duties.
2. At the Academic and Personnel Sub-Committee held last month, there was discussion regarding the terms of reference of the sub-committees pertaining to the approval of policies. It was strongly felt that a change to those terms of reference was needed in order to enable swifter decision-making. To that end, it was proposed that the terms of reference allow for the sub-committees to approve non-statutory policies that do not require the approval of the Full Board.
3. At the same meeting, it was agreed that a Governors' Portal be established on the School's website so that Governors could examine at leisure those policies not on the unrestricted area of the website.

4. A schedule of policies to be approved by members at full Board and sub-committee meetings has been previously circulated (*Appendix 1*).
5. Policies in need of oversight at this meeting are:
  - Appendix 2*: Code of Conduct and School Rules (date of last approval by Governors unknown)
  - Appendix 3*: Mission and Aims (last approved by Governors in 2015/16)
  - Appendix 4*: Admissions Policy (last approved by Governors 8/2/18)
  - Appendix 5*: Drugs Policy (last approved by Governors in 2015/16)
6. The Code of Conduct and School Rules has a self-explanatory purpose. It may be of particular interest to Governors because, one, it ought to reflect closely the ethos of the School as a whole, and, two, it contains a list of actions that could lead to the imposition of serious sanctions up to and including permanent exclusion. There is no record of it having been reviewed by Governors in the past and it is therefore presented without track changes that would indicate recent amendments. It was considered by the recent Academic and Personnel Sub-Committee and accepted without amendment.
7. The Mission and Aims of the School were reviewed by SLT and Governors in 2015/16 and informed the Strategic Intent. The latter sets out a 5-year plan, and, being mid-cycle, no amendments are proposed at this stage. However, as with all such statements, the School's Mission and Aims ought and do influence the tone and content of all its other policies, and Governors may wish to re-familiarise themselves with them accordingly.
8. The main changes to the Admissions Policy centre around the move to November online assessments (BUSSATs) as a means of selecting candidates at 11+ and 13+ for interview in January. It is also proposed that holders of certain scholarships lower down the School should be required to re-apply for them at 16+.
9. The Drugs Policy was last reviewed by Governors in 2015/16 when the incoming Headmaster introduced a Contract for pupils who had voluntarily admitted using drugs and sought the support of the School in eschewing such behaviour in future. Proposed changes are minor and chiefly seek to give greater clarity surrounding the School's likely response to the use of drugs in a range of circumstances.

**b) Recommendation**

FOR DECISION

10. It is recommended that Governors approve the amendment to the terms of reference of the Academic and Personnel Sub-Committee and the Finance, Estates and General Purposes Sub-Committee as detailed in paragraph 2 of this report.

11. It is recommended that Governors approve the policies included as appendices in this report.

## **Appendices**

- Appendix 1: Governor Policy Scrutiny Schedule
- Appendix 2: Code of Conduct and School Rules
- Appendix 3: Mission and Aims
- Appendix 4: Admissions Policy
- Appendix 5: Drugs Policy

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