

<b>Committee(s):</b> Board of Governors of the City of London School for Girls	<b>Dated:</b> 7 December 2020
<b>Subject:</b> Policies for Approval	<b>Public</b>
<b>Which outcomes in the City Corporation's Corporate Plan does this proposal aim to impact directly?</b>	1, 2, 3, 4, 8,12
<b>Does this proposal require extra revenue and/or capital spending?</b>	No
<b>If so, how much?</b>	N/A
<b>What is the source of Funding?</b>	N/A
<b>Has this Funding Source been agreed with the Chamberlain's Department?</b>	N/A
<b>Report of:</b> Jenny Brown - Headmistress	<b>For Decision</b>
<b>Report author:</b> Justine Venditti, Senior Deputy Head (Staff), City of London School for Girls	

### Summary

Policies submitted as part of the schedule for Governor Policy Reviewing and Approving.

### Recommendation(s)

The Board of Governors is requested to approve the following policies:

- Accessibility Plan;
- Attendance Policy;
- Behaviour Policy;
- Complaints Policy;
- Exclusions Policy;
- Physical Contact and Restraint Policy;
- Pupil Equal Opportunities Policy;
- Recruitment Policy;
- Risk Assessment Guidance; and,
- Security Access Control Workplace Safety and Lone Working Policy.

## **Main Report**

### **Scrutiny of Policies Relevant to Inspection**

Policies which are relevant to inspection have recently undergone scrutiny by a consultant who has both worked with and advised the school for a number of years. I am pleased to report they are considered to be in good shape with only some minor amendments necessary.

### **Policies Recommended for Approval**

Board Approval is sought for the:

- Recruitment Policy\* – this reflects current practice and is a total rewrite
- Complaints Policy – change to holding records for a minimum of 7 years
- Security Access Control Workplace Safety and Lone Working Policy - updated
- Risk Assessment Guidance - rewrite
- Accessibility Plan\* – (only 3 years is required for inspection) a comprehensive review

The pastoral team have reviewed the following policies and made minor changes to reflect practice:

- Attendance Policy – minor changes
- Behaviour Policy – minor changes
- Exclusions Policy\* – minor changes
- Physical Contact and Restraint Policy\*
- Pupil Equal Opportunities Policy\*

(\*reflects policies which will be checked by lawyers to ensure they comply with legislation)

### **Appendices**

Appendix 1 – Accessibility Plan

Appendix 2 - Attendance Policy

Appendix 3 - Behaviour Policy

Appendix 4 - Complaints Policy

Appendix 5 - Exclusions Policy

Appendix 6 - Physical Contact and Restraint Policy

Appendix 7 - Pupil Equal Opportunities Policy

Appendix 8 - Recruitment Policy

Appendix 9 - Risk Assessment Guidance

Appendix 10 - Security Access Control Workplace Safety and Lone Working Policy

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