***Townley School and Nursery Policies Rolling Programme***

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| **Our ref.** | **Title** | **Reviewed by** | **Review cycle** | **Date of last review** | **Date of next review** | **Website** |
|  | Acceptable use of IT | GB | 1 | 28/03/24 | April 25 |  |
|  | Accessibility Plan | GB | 3 | 06/10/2022 | Sept 25 |  |
|  | Admissions arrangements including Nursery | GB | 1 | 12/12/2024 | Dec 25 |  |
|  | Appraising Performance and dealing with capabilities including teachers | GB | 1 | 11/07/2024 | July 25 |  |
|  | Attendance | Attendance Gov + HT | 1 | 11/07/2024 | April 25 |  |
|  | Central record of recruitment and vetting checks, | Safeguarding Gov + HT | Live | | | |
|  | Charging and remissions | GB | 1 | 11/07/2024 | July 25 |  |
|  | Child protection policy and procedures (safeguarding and CP policy) | GB | 1 | 04/10/2024 | Oct 25 |  |
|  | Code of conduct for staff, governors and volunteers | GB | 1 | 04/10/2024 | Oct 25 |  |
|  | Complaints | GB | 1 | 12/12/2024 | Dec 25 |  |
|  | Critical Incidents Plan | GB | 1 | 13/02/25 | Feb 26 |  |
|  | Data protection | GB | 1 | 13/02/25 | Feb 26 |  |
|  | Drugs Education (substance use and misuse) | H&S Gov + HT | 3 | 02/02/23 | Feb 26 |  |
|  | Early Years Foundation Stage (EYFS) | GB | 1 | 11/07/2024 | July 25 |  |
|  | Equality information and objectives (public sector equality duty) statement for publication | GB | 4 | 14/12/23 | Dec 27 |  |
|  | First Aid | GB | 1 | 04/10/2024 | Oct 25 |  |
|  | Freedom of information | Safeguarding Gov + HT | 3 | 19.5.22 | March 25 |  |
|  | Effective Feedback & Marking | GB | 3 | 19.5.22 | May 25 |  |
|  | Governors allowances | GB | 1 | 12/12/2024 | Dec 25 |  |
|  | Health and safety | H&S Gov + HT | 1 | 12/12/2024 | Dec 25 |  |
|  | Home-school agreement document | GB | 1 | 23/05/2024 | May 25 |  |
|  | Instrument of Governance | GB | 1 | 04/10/2024 | Oct 25 |  |
|  | Intimate Care | GB | 1 | 04/10/2024 | Oct 25 |  |
|  | Discretionary Leave of Absence | GB | 3 | 02/02/23 | Feb 26 |  |
|  | Letting policy | H&S Gov /HT | 3 | 02/02/23 | Feb 26 |  |
|  | Lone Working Procedures | H&S Gov + HT | 3 | 19.5.22 | May 25 |  |
|  | Minutes of and papers considered at, meetings of the governing body and its committees |  | Live – ratified at each meeting by GB | | |  |
|  | Missing children | GB | 3 | 19.5.22 | April 25 |  |
|  | Non-collection of children Procedures | GB | 3 | 19.5.22 | April 25 |  |
|  | Physical Intervention including touch | GB | 1 | 04/10/2024 | Oct 25 |  |
|  | Premises management documents | H&S Gov /HT | Live – reported to GB annually (Spring) | | |  |
|  | Register of business interests of headteachers and governors | Safeguarding Gov + HT | Live – renewed annually by Governors (Autumn) | | |  |
|  | Register of pupils’ admission to school |  | Live | | |  |
|  | Register of pupils ’attendance |  | Live | | |  |
|  | Pay | GB | 1 | 11/07/2024 | July 25 |  |
|  | Probation Procedures for support staff | GB | 3 | 19.5.22 | May 25 |  |
|  | Positive behaviour & anti-bullying incorporating Statement of Behaviour Principles | GB | 1 | 04/10/2024 | Oct 25 |  |
|  | Safer Employment Policy | GB | 1 | 28/03/24 | April 25 |  |
|  | School information on website | CoG + HT | Live | | | |
|  | SEND | GB | 1 | 13/02/25 | Feb 26 |  |
|  | Sex Relationship Education | GB | 1 | 12/12/2024 | Dec 25 |  |
|  | Staff induction | C of G + HT | 1 | 28/03/24 | April 25 |  |
|  | Statement of procedures for dealing with allegations of abuse against staff | GB | 1 | 23/05/2024 | May 25 |  |
|  | Supporting pupils with medical conditions, including those children who cannot attend due to these conditions | GB | 1 | 04/10/2024 | Oct 25 |  |
|  | Use of mobile phones and cameras | GB | 1 | 12/12/2024 | Dec 25 |  |
|  | Whistleblowing | GB | 1 | 04/10/2024 | Oct 25 |  |
|  | Teaching and Learning Policy | GB | 3 | 19.5.22 | May 25 |  |
|  | British Values Statement | Curriculum Gov + HT | 3 | 19.5.22 | April 25 |  |
|  | Staff Grievance Procedures | GB | 1 | 28/03/24 | April 25 |  |
|  | Staff Discipline | GB | 1 | 11/07/2024 | July 25 |  |
|  | Staff Sickness | GB | 1 | 13/02/25 | Feb 26 |  |
|  | Manual Handling Policy and Procedure | GB | 3 | 06/10/2022 | Sept 25 |  |
|  | School Trips and Visits | GB | 3 | 12/07/2022 | July 25 |  |
|  | Governor Visits Protocol | GB | 3 | 12/12/2024 | Dec 25 |  |
|  | Site Security | H&S Gov + HT | 3 | 19.5.22 | May 25 |  |
|  | PE | Curriculum Gov + HT | 3 | 12/07/2022 | July 25 |  |
|  | ECT | GB | 1 | 12/12/2024 | Dec 25 |  |
|  | Looked after Children | GB | 1 | 12/12/2024 | Dec 25 |  |
| 1. E | Exclusions | GB | 1 | 12/12/2024 | Dec 25 |  |
|  | CCTV | H&S Gov + HT | 3 | 13/07/2023 | May 26 |  |
|  | Support and Supervision (for DSLs) | GB | 1 | 13/02/25 | Feb 26 |  |
|  | Prejudice Related Incidents | GB | 3 | 06/10/2022 | Sept 25 |  |
|  | Asthma | GB | 1 | 11/07/2024 | July 25 |  |
|  | Celebration Guidance | HT | 1 | 12/12/2024 | Dec 25 |  |
|  | Manual of Internal Financial Procedures | HT | 1 | 23/05/2024 | May 25 |  |
|  | Uniform | GB | 3 | 13/02/25 | Feb 28 |  |

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| **Yellow fill are Statutory policies** |