

## LAKESIDE SCHOOL

### Policy Schedule & Other statutory documents Policies with Review Dates as at Sept 2017

Policy	Reviewed	Date of next review	Period of renewal	Delegation to:
Absence Policy (Staff)	Jan 2017	Jan 2019	2 yrly	HT
*Accessibility Plan	Mar 2017	Mar 2019	4 yrly	HT (unless significant changes involved)
Administration of Medicines Policy	Sept 2016	Sept 2017	Yearly	HT
<b>*Admissions Policy HCC policy</b>	<b>Jan 2017</b>	<b>Jan 2019</b>	<b>2 yrly</b>	<b>FGB</b>
Allegations of abuse against staff Policy	Jan 2017	Jan 2019	2 yrly	HT
Anti-Bullying Policy	Nov 2014	Nov 2017	3 yrly	HT
Assessment & Marking	April 2017	April 2019	2 yrly	HT
Attendance policy/procedure	September 2015	November 2017	2 yrly	HT
*Behaviour Management Policy (including Governors' Statement of Principles of student Discipline)	September 2014	September 2017	3 yrly	HT
<b>Budget Management</b>	<b>Mar 2017</b>	<b>Mar 2019</b>	<b>2 yrly</b>	<b>FGB</b>
Careers Education/Guidance	September 2016	September 2018	2 yrly	HT
*Charging & Remission Policy	October 2016	October 2019	3 yrly	HT
Collective Worship Policy	September 2016	September 2018	2 yrly	HT
<b>*Complaints Procedure</b>	<b>Oct 2016</b>	<b>Oct 2018</b>	<b>2 yrly</b>	<b>FGB</b>
Community Cohesion Policy	Sept 2016	Sept 2017	Annually	HT
Community use of school minibus	Sept 2016	Sept 2018	4 yrly	HT
Community use of school premises	September 2016	September 2018	2 yrly	HT
Confidentiality	October 2015	October 2017	2 yrly	HT
Crisis management	September 2016	September 2018	2 yrly	HT
Curriculum Policy	September 2017	September 2019	2 yrly	HT
<b>*Data Protection Policy</b>	October 2015	November 2018	<b>3 yrly</b>	<b>FGB</b>
Disciplinary Rules	September 2016	September 2018	Annually	HT

Drugs Education and Substance Misuse	September 2016	September 2017	Annually	HT
Exams officer/ risk assessment plan	September 2016	September 2018	2 yrly	HT
<b>*Equalities (Employment) Policy</b>	<b>Jan 2017</b>	<b>Jan 2019</b>	<b>2 yrly</b>	<b>GB</b>
*Equalities (School) Policy & publication of equality information (replaces Race/Disability/Sex Equality Policies)	March 2017	March 2019	3 yrly	HT
No smoking	Jan 2017	Jan 2019	3 yrly	HT
Exclusion of Pupils Policy	Jan 2017	Jan 2019	2 yrly	HT
Fire Safety Policy	September 2017	September 2018	Annually	HT
First Aid Policy	Feb 2017	Feb 2018	2 yrly	HT
<b>*Freedom of Info Publication Scheme</b>	<b>Mar 20</b>	<b>Mar 2020</b>	<b>2 yrly</b>	<b>FGB</b>
<b>*Governors' Expenses</b>	<b>January 2017</b>	<b>January 2019</b>	<b>2 yrly</b>	<b>FGB</b>
<b>Governor School Visits</b>	<b>January 2017</b>	<b>January 2019</b>	<b>2 yrly</b>	<b>FGB</b>
<b>*Health &amp; Safety</b>	<b>September 2015</b>	<b>September 2017</b>	<b>2 yrly</b>	<b>FGB</b>
*Home-School Agreement	November 2014	November 2017	3 yrly	HT
ICT Acceptable Use Policy	Dec 2015	Dec 2019	4 yrly	HT
Lone Working	September 2016	September 2018	2 yrly	HT
Managing Misconduct Policy	September 2016	September 2019	3 yrly	HT
Managing allegations against other pupils	Nov 2015	Nov 2018	3 yrly	HT
Missing Persons Policy	September 2016	September 2018	2 yrly	HT
Needles, Syringes and Sharp Objects Policy	September 2016	September 2018	2 yrly	HT
Off-site Activities Policy	September 2016	September 2018	2 yrly	HT
<b>*Pay Policy</b>	<b>January 2016</b>	<b>January 2017</b>	<b>Annually</b>	<b>FGB</b>
Personal belongings/room searches	September 2017	September 2019	3 yrly	HT
<b>*Performance management (teaching staff)</b> <b>Performance Management (support staff)</b> <b>(Capability and Teacher Appraisal)</b>	<b>September 2016</b>	<b>September 2019</b>	<b>3 yrly</b>	<b>Pay and Personnel</b> <b>GB</b>
PSHE	Sept 2016	Sept 2020	4 yrly	HT
*Register of Business Interests Policy	September 2014	September 2017	3 yrly	HT
Retirement (Phased) Policy	September 2016	September 2019	3 yrly	HT

(Teachers)				
Retirement (Flexible) Policy (Support Staff)	Sept 2016	Sept 2019	3 yrly	HT
Restrictive Physical Intervention	September 2016	September 2017	Annually	HT
Risk Assessment	July 2017	July 2019	2 yrly	HT
<b>*Safeguarding Policy (including Child Protection)</b>	<b>November 2016</b>	<b>November 2017</b>	<b>Annually</b>	<b>FGB</b>
<b>Safer Recruitment (Including DBS – Single Central Record)</b>	<b>April 2016</b>	<b>September 2020</b>	<b>4 yrly</b>	<b>Safer Recruitment Governor (OG)</b>
School Uniform	September 2014	September 2017	3 yrly	HT
Security Policy (On-site)	September 2016	September 2018	2 yrly	HT
*Sex Education (and relationships)	September 2016	September 2017	Annually	HT
Snow and Ice Policy	April 2017	April 2020	3 yrly	HT
Site Traffic Management Policy	April 2014	April 2017	3 yrly	HT
Social Networking Policy ( <b>On website</b> )	September 2014	September 2015	Annually	HT
Spiritual, Moral, Social and Cultural Development Policy	January 2016	January 2019	3 yrly	HT
* Supporting Pupils with Medical Conditions	September 2016	September 2017	Annually	HT
<b>*SEN</b>	<b>Apr 2017</b>	<b>Apr 2018</b>	<b>Annually</b>	<b>FGB</b>
<i>Staff Disciplinary Rules (Filed under D)</i>	<i>September 2014</i>	<i>September 2015</i>	<i>Annually</i>	<i>HT</i>
<i>Staff Discipline, conduct &amp; grievance procedures (MPPP)</i>	<i>November 2012</i>	<i>November 2015</i>	<i>3 yrly</i>	<i>FGB</i>
Warm Weather Policy	April 2017	April 2020	3 yrly	HT
<b>Whistleblowing</b>	<b>March 2015</b>	<b>March 2018</b>	<b>3 yrly</b>	<b>FGB</b>
Whole School Food	September 2014	September 2017	3 yrly	HT

**\*Bold text with star = statutory policy**