

## SOMERVILLE FEDERATION - POLICY REVIEW SCHEDULE

### POLICIES WHICH ARE REVIEWED BY THE GOVERNING BODY

POLICY	Last review date	Stat/ Rec	REVIEW DATE						Responsibility	Website	Online no.
			Annual	Every 2 Years	Every 3 Years	Term					
			2017	2017-2018	2018-2019	Aut	Spr	Sum			
Absence & Managing Sickness (staff)	Feb 2016	R		X				X	L and M		
Accessibility		S			X	X			L and M	Y	No no.
Admissions		S		X		X			FGB	Y	01
Anti-bullying		S		X			X		T & L	Y	03a
Appraisal, Teachers (15)		S	X			X			L AND M		
Assembly/Collective Worship (05)	March 2017	S		X			X		T & L	Y	05
Attendance	March 2017	R		X			X		T & L		
Behaviour (03, 03a, 03b)	March 2017	S	X				X		FGB	Y	03
Capability, Staff (Wirral Model 15a)		S		X		X			FGB	Y	15A
Charging & Lettings (04)	March 2017	S	X			X			L AND M	Y	04
Complaints (07)		S		X			X		FGB	Y	07
Data Protection		S		X		X			FGB		
Disciplinary (Wirral Model)		S		X		X			FGB		
Early Years	March 2017	S	X				X		L AND M	Y	10
Emergency and Business Continuity Crisis Management (08)		S		X			X		FGB		
Equality Opportunities (11)		S		X		X			T & L	Y	No no.
Exclusion (12)		S		X			X		T & L	Y	12
Finance	March 2017	S	X				X		FGB		
First Aid		S	X				X		FGB	Y	
Freedom of Information		S		X		X			L AND M	Y	No no.
Governor Allowances		S	X					X	L AND M		
Governor Visits		R		X			X		FGB		

Grievance,Staff (20)		S		X		X			FGB		
Health and Safety (13)		S	X					X	L AND M	Y	13
Home-School Agreement		S			X		X		T & L		
Pay (Wirral Model 14)		S	X			X			FGB		
Redundancy (Wirral Model)		S		X			X		L AND M		
Religious education (16)		S		X			x		T & L	Y	16
Safeguarding (17)	March 2017	S	X				X		FGB	Y	17
Safer Recruitment		R		X				X	L AND M		
Sex & Relationship Education (18)		S		X				X	T & L	Y	18
Social Media (Employees)		R			X				T & L		
Special Educational Needs (19)		S		X				X	FGB	Y	19
Substance Use and Misuse Volunteers in School	March 2017	R			X		X		T & L		
		R	X		X				T & L		
Whistleblowing	March 2017	S			X		X		L AND M		

**STATEMENTS OF PRACTICE ARE REVIEWED INTERNALLY IN SCHOOL**

STATEMENT OF PRACTICE			REVIEW DATE						Land Mponsibility
	Last review date	Stat/ Rec	Annual	Every 2 years	Every 3 years		Term		
			2017	2017-18	2018-19	Autumn	Spring	Summer	
Allegations against staff, Managing (02)		S 02		X				X	L and M
Assessment, Reporting and Recording	March 2017	R		X			X		MF AND CS
Conduct, Staff		S		X		X			L and M
Confidentiality	March 2017	R	X				X		NP
Crisis Management Plan (08)									MF AND JW
Curriculum		R 09			X			X	NP
Dinner Money Arrears		R		X		X			MF AND MW
Disclosure & Barring Service Check Disclosure		R	X					X	NP AND JW
Fire	March 2017	R	X			X			NP and JW
Homework		R no no.	X			X			
Intimate Care (Wirral)		R			X	X			NP and MS
Marking and Feedback		R			X	X			MF and CS
Medicines (22)		R 22		X			X		NP and MS
Mobile Phone	March 2017	R		X			X		MF
Outdoor Education and Off Site Activities		R		X			X		DR
Positive Handling		R		X			X		NP and MF
PHSE		R		X		X			SE
School Fund		R		X			X		JW
Security		R		X				X	JW
Separated Parents and Carers				x				x	MF
Teaching and Learning	March 2017	R	X			X			MF

Publishing requirement	Somerville Federation	To do / notes
The school's contact details	✓	
Admission arrangements	✓	
Ofsted inspection report	✓	
The school's most recent KS2 results	✓	
Information on how to access DfE performance data	✓	
Information on curriculum provision, content and approach	✓	
Details of pupil premium allocation, its use and impact	✓	✓ <b>Update strategy in 2017</b>
Details of the PE and sport premium for primary schools	✓	
Governors' details	✓	
Behaviour policy	✓	
Charging and remissions policy	✓	
The school's statement of ethos and values	✓	
A special educational needs (SEN) information report	✓	
Accessibility plan	✓	
Complaints policy	✓	