

Hoole St Michael C of E School SEC Committee



Policy and Risk Assessment Review Timetable

	Policies: Annually	Policies: When required
Autumn	EYFS Behaviour Admissions (or at FGM) Prospectus Confidentiality Child Protection SEND	Marking and Feedback Homework Teaching & Learning Acceptable Use English/Handwriting/Spelling Computing Food and Nut
Spring	Anti-Bullying Supervision Online Safety Social Networking Care & Control of Pupils	Maths/Calculations RE/Collective worship Science Subject leadership Art and DT History
Summer	Assessment EVC Equality statement	Sex & Relationship Education Music Geography PE PSHE French

SEC agenda (in addition to policies and risk assessments)		
Autumn	Spring	Summer
Review Vision statement and aims Review prospectus SIP Priorities Review performance data-LSIP/ASP Review Progress from previous year Review baseline results Behaviour monitoring and patterns	Make recommendations for Finance/SIP Monitor progress against targets Review Autumn data and IDSR. Behaviour monitoring and patterns Child Protection report to governors	Review home-school agreement Monitor progress against targets Evaluate SIP Review Spring data Behaviour monitoring and patterns

Hoole St Michael C of E School Resources Committee



Policy and Risk Assessment Review Timetable

	Policies:	
Autumn	Safe Guarding and Child Protection Single Equality School Emergency Plan Health & Safety Policy Charging and remissions Lettings Governor Expenses	Attendance Teacher pay Appraisal Confidentiality Code of Conduct Mobile Phone Lone Worker
Spring	Data protection Drugs Education Disposal of Assets Fire Policy and Fire Risk Assessment Accessibility Plan	Lancashire Personnel Procedures: <ul style="list-style-type: none"> • Bullying and Harassment • Disciplinary & Dismissal • Grievance • Complaints Students
Summer	Intimate Care Administering medicines Accident and Incident policy Sharps injuries Debt Management	Recruitment of staff Induction Capability Whistle-blowing Mental Health and wellbeing

Autumn	Spring	Summer
Accessibility plan (H&S walkthrough) Report on accidents E-safety incident report Roles and responsibilities of the governors	Budget Make recommendations for Finance/SIP Report on accidents E-safety incident report	Contractors file Induction procedures Training Report on accidents E-safety incident report
Financial regulations Budget monitoring statement Unofficial School Fund Three year Forecast Terms of reference Sports funding/Pupil premium Induction of staff	Budget monitoring statement Sports funding/pupil premium Induction of staff SFVS Benchmarking report Sports funding/Pupil premium	Final approval Review expenditure of other funding sources Discuss the latest budget monitoring statement Best Value report Sports funding/Pupil premium