

**Notice of a meeting of the STAFF & STUDENT MATTERS COMMITTEE
to be held remotely via Zoom at 5.00pm on Wednesday 25th November 2020**

A G E N D A

1. **Apologies for Absence**
2. **Declaration of Interests**
3. **Student Issues** (To be received in Item 21)
4. **Election of Vice Chair for Academic Year 2020-2021**
5. **Minutes of the Previous Meeting held on 3rd June 2020** – to agree as a correct record (*attached*)
6. **Matters Arising** – and not covered as a separate item below
7. **Chair's Action** - to note any actions/approvals taken since the last meeting
8. **Committee Terms of Reference & Membership**– to re-approve the following:
 - 8.1 - Staff & Student Matters Committee (*attached*)
 - 8.2 - Staff Disciplinary & Disciplinary Appeals Committees (*attached*)
 - 8.3 - Staff Pay & Pay Appeals Committees (*attached*)
 - 8.4 - Staff Pay Committee Membership – to ratify
9. **Policies** – to review and approve:
 - 9.1 - Staff Pay Policy – statutory, annual review (*attached*)
 - 9.2 - Staff Performance Management Policy - statutory, 3-year review (*attached*)
 - 9.3 - Staff Grievance Policy – statutory, 3-year review (*attached*)
 - 9.4 – Equality & Diversity in Employment Policy – non-statutory, 2-year review (*attached*)
 - 9.5 - Restraint of Pupils Policy – statutory, 3-year review (*attached*)
 - 9.6 – Exclusions Policy – statutory, 3-year review (*attached*)
 - 9.7 - Behaviour Policy – non-statutory, 2-year review plus Home School Agreement and Remote Learning Agreement for information (*attached x3*)
 - 9.8 – School Early Closure Procedure – non-statutory, 4-year review (*attached*)
 - 9.9 – Communication Policy – non-statutory, 4-year review (*attached*)
 - 9.10 – General Equality Policy – statutory, 2-year review (*attached*)
10. **General School Update** – to receive verbal report on schooling, student wellbeing and examinations
11. **Staffing** – to receive verbal report on new staff, staff wellbeing and teachers' performance management process
12. **Entrance Test Update** – to receive a verbal report
13. **Ofsted** – to receive a verbal report

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14. **Care & Guidance Report** – to receive written report including year leader reports (*attached*)
15. **SEN** – to receive update (*attached*)
16. **Pupil Premium** – to receive update (*attached*)
17. **Safeguarding** – to receive verbal update on number of internal referrals to the Designated Safeguarding Lead since the last meeting
18. **Risk Register** – to review and approve Committee-related section (*attached*)
19. **School Development Plan** – to discuss Committee-related sections (*attached*)
20. **Information Item(s):**
 - 20.1 – Staff Development Report – to receive report (*attached*)
 - 20.2 - Disclosure & Barring Service Checks – to receive update (*attached*)
 - 20.3 - Sixth Form Council Minutes – to receive recent minutes (*attached*)
 - 20.4 - Student Voice Minutes – to receive recent minutes (*attached*)
21. **Any Other Business**
22. **Date of Next Meeting** – to agree 5.00pm on Wednesday 17th March 2021

PART B

CONFIDENTIAL AGENDA ITEMS

23. To receive information on any confidential matters (if required).