

**Notice of a meeting of the STAFF & STUDENT MATTERS COMMITTEE**  
**to be held via Zoom at 5.00pm on Wednesday 17<sup>th</sup> March 2021**

**A G E N D A**

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|--------|-----|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 5.00pm | 1.  | <b>Apologies for Absence</b>                                                                                                                                                                                                                                                                                                                                      |
|        | 2.  | <b>Declaration of Interests</b>                                                                                                                                                                                                                                                                                                                                   |
| 5.05pm | 3.  | <b>Minutes of the Previous Meeting held on 25<sup>th</sup> November 2020</b> – to agree as a correct record ( <i>attached</i> )                                                                                                                                                                                                                                   |
| 5.10pm | 4.  | <b>Matters Arising</b> – and not covered as a separate item                                                                                                                                                                                                                                                                                                       |
|        | 5.  | <b>Chair’s Action</b> - - to note any actions/approvals taken since the last meeting                                                                                                                                                                                                                                                                              |
| 5.15pm | 6.  | <b>General School Update</b> – to receive verbal report on schooling, student wellbeing and examinations                                                                                                                                                                                                                                                          |
| 5.25pm | 7.  | <b>Staffing</b> – to receive verbal update on staffing, staff workload and staff well-being                                                                                                                                                                                                                                                                       |
| 5.30pm | 8.  | <b>Care &amp; Guidance Report</b> – to receive written report including year leader reports ( <i>attached</i> )                                                                                                                                                                                                                                                   |
| 5.40pm | 9.  | <b>Admissions</b> - to receive update following National Offer Day ( <i>attached</i> )                                                                                                                                                                                                                                                                            |
| 5.45pm | 10. | <b>SEN</b> – to receive update ( <i>attached</i> )                                                                                                                                                                                                                                                                                                                |
| 5.50pm | 11. | <b>Pupil Premium</b> – to receive update ( <i>attached</i> )                                                                                                                                                                                                                                                                                                      |
| 5.55pm | 12. | <b>Safeguarding</b> – to receive verbal update on safeguarding including the number of internal referrals to the Designated Safeguarding Lead since the last meeting                                                                                                                                                                                              |
| 6.00pm | 13. | <b>Policies</b> – to review and approve:<br>13.1 – Staff Code of Conduct – statutory, 2-year review, no changes ( <i>attached</i> )<br>13.2 – Child Protection Policy – statutory, Covid update ( <i>attached</i> )                                                                                                                                               |
| 6.10pm | 14. | <b>Risk Register</b> – to review and approve Committee-related section ( <i>attached</i> )                                                                                                                                                                                                                                                                        |
| 6.15pm | 15. | <b>School Development Plan 2020-21</b> – Mid Term Review - to review relevant Committee elements ( <i>attached</i> )                                                                                                                                                                                                                                              |
| 6.25pm | 16. | <b>Information Item(s):</b><br>16.1 – Staff Development Report – to receive report ( <i>attached</i> )<br>16.2 - Disclosure & Barring Service Checks – to receive update ( <i>attached</i> )<br>16.3 - Sixth Form Council Minutes – to receive recent minutes ( <i>attached</i> )<br>16.4 - Student Voice Minutes – to receive recent minutes ( <i>attached</i> ) |
| 6.40pm | 17. | <b>Any Other Business</b>                                                                                                                                                                                                                                                                                                                                         |
| 6.45pm | 18. | <b>Date of Next Meeting</b> – to consider 5.00pm on Wednesday 30 <sup>th</sup> June 2021                                                                                                                                                                                                                                                                          |