

**Notice of a meeting of the STAFF & STUDENT MATTERS COMMITTEE to be held
via Zoom on Wednesday 16th June 2021 at 5.00pm**

A G E N D A

- 5.00pm 1. **Apologies for Absence**
2. **Declaration of Interests**
- 5.05pm 3. **Minutes of the Previous Meeting held on 17th March 2021** – to agree as a correct record (*attached*)
- 5.10pm 4. **Matters Arising** – to discuss any matters arising not covered as a separate item
- 5.15pm 5. **Chair's Action** – to report any actions/approvals taken since the last meeting
- 5.20pm 6. **General School Update** – to receive verbal report on schooling, student wellbeing and examinations
- 5.30pm 7. **Staffing Matters** – to receive verbal update on staffing, staff workload and staff well-being (*attached*)
- 5.40pm 8. **Care & Guidance Report** – to receive written report (*attached*)
- 5.50pm 9. **SEN** – to receive report (*attached*)
- 5.55pm 10. **Pupil Premium** – to receive update on expenditure (*attached*)
- 6.00pm 11. **Safeguarding** – to receive verbal update on safeguarding including the number of internal referrals to the Designated Safeguarding Lead since the last meeting
- 6.10pm 12. **Admissions Update** – to receive update on the Year 7 intake in September 2021 and past trends (*attached*)
- 6.15pm 13. **Policies** – to review and approve (changes in red or highlighted):
- 13.1 - Attendance & Punctuality Policy – statutory, annual review (*attached*)
 - 13.2 - Staff Capability Policy – statutory, 2-year review – no changes (*attached*)
 - 13.3 - Staff Disciplinary Policy – statutory, 3-year review – minor changes (*attached*)
 - 13.4 - Staff Sickness Policy – non-statutory, 3-year review – minor changes (*attached*)
 - 13.5 - E-safety & Data Security Policy – non-statutory, annual review – minor changes (*attached*)
 - 13.6 - Administration of Drugs Policy – non-statutory, 2-year review – no changes (*attached*)
 - 13.7 - Peer-on-Peer Abuse Policy – non-statutory, new policy (*attached*)
- 6.35pm 14. **Risk Register** – to review and approve Committee-related section (*attached*)

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- 6.40pm 15. **Information Items:**
 15.1 - Staff Development Report – to receive report (*attached*)
 15.2 - Disclosure & Barring Service Checks – to receive update (*attached*)
 15.3 - Student Voice Minutes – to receive recent minutes (*attached*)
 15.4 - Sixth Form Council Minutes – to receive recent minutes (*attached*)
- 6.55pm 16. **Any Other Business**
- 7.00pm 17. **Date of Next Meeting** – to be received at the Full GB meeting on 8th July 2021

PART B

CONFIDENTIAL AGENDA ITEMS

18. To receive information on confidential matters (if required).