

Notice of a meeting of the STAFF & STUDENT MATTERS COMMITTEE
to be held in Room V21 at 5.00pm on Wednesday 13th March 2024

A G E N D A

1. **Apologies for Absence**
2. **Declaration of Interests**
3. **Student Issues**
 - 3.1 - Student Voice Minutes – to receive recent minutes & verbal report (*attached*)
 - 3.2 - Sixth Form Council Minutes – to receive recent minutes & verbal report (*attached*)
 - 3.3 - Issues raised by Student Representatives – to receive any other issues
4. **Minutes of the Previous Meeting held on 22nd November 2023** – to agree as a correct record (*attached*)
5. **Matters Arising** – and not covered as a separate item below
6. **Chair's Action** - to note any actions or approvals taken since the last meeting (*attached*)
7. **General School Update** – to receive verbal report on schooling, student wellbeing & examinations
8. **Ofsted** – to receive a verbal report
9. **Staffing** – to receive a report on staffing (*attached*), staff wellbeing and teachers' performance management process, and receive latest Staff Voice minutes (*attached*)
10. **Staff Development** - to receive report (*attached*)
11. **Enrichment & Student Development** - to receive report (*attached*)
12. **Care & Guidance Report** – to receive written report including year leader reports (*attached*)
13. **SEN** – to receive SEND update from SENCO (*attached*) plus SEND Governor meeting report (*attached*)
14. **Admissions** - to receive update following Year 7 National Offer Day (*attached*)
15. **Pupil Premium** – to receive summary of year-to-date expenditure (*attached*)
16. **Safeguarding** – to receive verbal update on number of internal referrals to the Designated Safeguarding Lead since the last meeting plus Safeguarding Governor verbal report
17. **Policies** – to review and approve, changes highlighted:
 - 17.1 – Anti-Bullying Policy – non-statutory, 4-year review, previously approved by Chair's Action during Ofsted Inspection (*attached*)
 - 17.2 – Flexible Working Policy – statutory, 3-year review (*attached*)
 - 17.3 – Smoking Policy - non-statutory, 4-year review (*attached*)
 - 17.4 – Safeguarding Allegations Against Staff Policy - non-statutory, annual review (*attached*)
 - 17.5 – Early Career Teacher Policy - non-statutory, annual review (*attached*)

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18. **Risk Register** – standing item – to review and approve Committee-related section (*attached*)
19. **Information Item(s):**
 - 19.1 – Disclosure & Barring Service Checks – to receive update (*attached*)
 - 19.2 – School Development Plan 2023-24 – standing item – to discuss Committee-related sections (*attached*)
20. **Any Other Business**
21. **Date of Next Meeting** – to agree 5.00pm on Wednesday 26th June 2024

PART B

CONFIDENTIAL AGENDA ITEMS

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