

**GOVERNORS' POLICIES AND DOCUMENTS AUDIT CHECK-LIST**      *(revised at Resources Committee meeting 09/10//17)*

<i>Policy/Document</i>	<i>Reviewed by</i>	<i>GB agreement</i>	<i>Date agreed</i>	<i>Review cycle</i>	<i>Next rev date</i>
<b>Data Protection Policy</b>	<b>Governing Board</b>	<b>Required</b>	<b>12.02.13 (CCA)</b>	<b>Quintennial</b>	<b>Spring 18</b>
<b>Freedom of Information Policy</b>	<b>Governing Board</b>	<b>Required</b>	<b>12.02.13 (STWIB)</b>	<b>Quintennial</b>	<b>Spring 18</b>
<b>Governors' Visits Policy &amp; Protocols</b>	<b>Governing Board</b>	<b>Required</b>	<b>16.03.16 (GB)</b>	<b>Biennial</b>	<b>Spring 18</b>
<b>Instrument of Government</b>	<b>Governing Board</b>	<b>Required</b>	<b>17.01.17 (GB)</b>	<b>Biennial</b>	<b>Spring 19</b>
<b>Anti-Bullying Policy</b>	<b>SD Committee</b>	<b>Required</b>	<b>16.03.16 (GB)</b>	<b>Biennial</b>	<b>Spring 18</b>
<b>Behaviour Management Policy</b>	<b>SD Committee</b>	<b>Required</b>	<b>27.01.16 (GB)</b>	<b>Biennial</b>	<b>Spring 18</b>
<b>Educational Visits Policy</b>	<b>SD Committee</b>	<b>Required</b>	<b>27.01.16 (GB)</b>	<b>Triennial</b>	<b>Spring 19</b>
<b>E-Safety Policy</b>	<b>SD Committee</b>	<b>Required</b>	<b>26.01.17 (GB)</b>	<b>Annual</b>	<b>Spring 18</b>
<b>Medicines Policy</b>	<b>SD Committee</b>	<b>Required</b>	<b>24.11.16 (GB)</b>	<b>Annual</b>	<b>Autumn 17</b>
<b>Safeguarding &amp; Child Protection Policy</b>	<b>SD Committee</b>	<b>Required</b>	<b>30.03.17 (GB)</b>	<b>Annual</b>	<b>Spring 18</b>
<b>Financial Scheme of Delegation</b>	<b>Resources Committee</b>	<b>Required</b>	<b>Draft RC (09.10.17)</b>	<b>Biennial</b>	<b>Spring 18</b>
<b>Fire Safety Policy</b>	<b>Resources Committee</b>	<b>Required</b>	<b>24.11.16 (GB)</b>	<b>Triennial</b>	<b>Autumn 19</b>
<b>Health and Safety Policy</b>	<b>Resources Committee</b>	<b>Required</b>	<b>18.05.16 (GB)</b>	<b>Biennial</b>	<b>Spring 18</b>
<b>School Financial Values &amp; Standards</b>	<b>Resources Committee</b>	<b>Required</b>	<b>Draft RC (09.10.17)</b>	<b>Annual</b>	<b>Spring 18</b>
<b>Support Staff Pay Policy</b>	<b>Resources Committee</b>	<b>Required</b>	<b>18.05.16 (GB)</b>	<b>Annual</b>	<b>Summer 17</b>
<b>Teachers' Pay Policy</b>	<b>Resources Committee</b>	<b>Required</b>	<b>18.05.16 (GB)</b>	<b>Annual</b>	<b>Summer 17</b>
<b>Assessment, Recording &amp; Reporting Policy</b>	<b>SD Committee</b>	<b>No</b>	<b>30.09.15 (SMT)</b>	<b>Triennial</b>	<b>Autumn 18</b>
<b>Attendance Policy</b>	<b>SD Committee</b>	<b>No</b>	<b>01.03.16 (SD)</b>	<b>Biennial</b>	<b>Autumn 18</b>
<b>Autism at Riverside</b>	<b>SD Committee</b>	<b>No</b>	<b>07.03.17 (SD)</b>	<b>Triennial</b>	<b>Spring 20</b>
<b>Communication Policy</b>	<b>SD Committee</b>	<b>No</b>	<b>18.09.14 (SMT)</b>	<b>Triennial</b>	<b>Spring 18</b>
<b>Curriculum Framework</b>	<b>SD Committee</b>	<b>No</b>	<b>01.03.16 (SD)</b>	<b>Triennial</b>	<b>Spring 19</b>
<b>Curriculum Policy</b>	<b>SD Committee</b>	<b>No</b>	<b>16.03.16 (SMT)</b>	<b>Biennial</b>	<b>Summer 17</b>
<b>Equalities Policy</b>	<b>SD Committee</b>	<b>No</b>	<b>23.10.12 (GB)</b>	<b>Quintennial</b>	<b>Spring 18</b>
<b>Flexibility of Thought Guidance</b>	<b>SD Committee</b>	<b>No</b>	<b>07.03.17 (SD)</b>	<b>Triennial</b>	<b>Spring 20</b>
<b>Sensory Policy</b>	<b>SD Committee</b>	<b>No</b>	<b>01.10.14 (SMT)</b>	<b>Quadriennial</b>	<b>Autumn 18</b>
<b>Sex and Relationship Education Policy</b>	<b>SD Committee</b>	<b>No</b>	<b>28.06.16 (SD)</b>	<b>Biennial</b>	<b>Summer 18</b>
<b>Teaching &amp; Learning Policy</b>	<b>SD Committee</b>	<b>No</b>	<b>19.06.15 (SMT)</b>	<b>Biennial</b>	<b>Summer 17</b>

Asset Register Policy	Resources Committee	No	09.10.17 (RC)	Biennial	Summer 19
Best Value Statement	Resources Committee	No	09.10.17 (RC)	Annual	Autumn 17
Business Continuity Plan	Resources Committee	No	20.10.16 (GB)	Biennial	Autumn 18
Charging & Remissions Policy	Resources Committee	No	27.09.16 (RC)	Biennial	Autumn 18
Continuing Professional Development Policy	Resources Committee	No	09.10.17 (RC)	Biennial	Autumn 19
Gifts & Hospitality Policy	Resources Committee	No	Draft (RC)	Biennial	Spring 18
Hiring Policy	Resources Committee	No	Draft (RC)	Biennial	Spring 18
First Aid/RIDDOR Policy	Resources Committee	No	27.09.16 (RC)	Triennial	Autumn 19
Hydrotherapy Pool Policy	Resources Committee	No	13.03.17 (RC)	Triennial	Spring 20
Lettings Policy	Resources Committee	No	09.10.17 (RC)	Annual	Autumn 17
Statement of Internal Control	Resources Committee	No	09.10.17 (RC)	Annual	Autumn 17
ASDAN Policies	SMT	No	27.02.13 (GB)	Quadrennial	Spring 17
Community Bereavement Policy	SMT	No	22.09.14 (SMT)	Quadrennial	Autumn 18
Complaints Policy	SMT	No	02.11.14 (SMT)	Triennial	Autumn 17
Global Citizenship Education Policy	SMT	No	01.10.12 (SMT)	Quintennial	Autumn 17
Intimate Care Policy	SMT	No	10.01.16 (SMT)	Biennial	Spring 18
Lone Working Policy	SMT	No	12.05.15 (SMT)	Triennial	Spring 18
Manual Handling Policy	SMT	No	15.10.12 (SMT)	Quintennial	Autumn 17
Use of Chill-Out Rooms Policy	SMT	No	21.10.14 (SMT)	Triennial	Autumn 17

**HARINGEY SCHOOLS HR HANDBOOK - TABLE OF CONTENTS - 2017**

**THESE POLICIES & PROCEDURES ARE ADOPTED BY RIVERSIDE'S GOVERNING BOARD ANNUALLY**

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