

**GOVERNORS' POLICIES AND DOCUMENTS AUDIT CHECK-LIST** (as of 5 November, 2020)

POLICY/DOCUMENT	STATUTORY ?	BOARD SECTION	DATE APPROVED	REVIEW CYCLE	NEXT REVIEW DATE <i>Covid explanations attached</i>
Accessibility & Equalities Plans <i>(incl requirement for annual report)</i>	Yes	Business	22.06.18	Triennial	Spring 21
Annual Scorecard		Business	11.12.19	Annual	Autumn 20 <i>not produced</i>
Complaints Procedure	Yes	Business	30.01.19	Triennial	Spring 22
Governor Responsible for Safeguarding Report		Business	20.06.19	Annual	Summer 20 <i>verbal report</i>
General Data Protection Regulation (GDPR) Report		Business	14.03.19	Biennial	Spring 21
Headteacher's Safeguarding Audit Report		Business	11.06.20	Annual	Summer 21
Instrument of Government		Business	17.09.20	Triennial	Autumn 23
Leavers' Destinations Report		Business	17.09.20	Annual	Autumn 21
School Offer		Business	19.11.20	Annual	Autumn 21
Support Staff Appraisal Report		Business	19.11.20	Annual	Autumn 21
Teachers' Appraisal Report		Business	19.11.20	Annual	Autumn 21
Team Spirit Management Report		Business	23.05.19	Annual	Summer 20 <i>clubs not held</i>
Anti-Bullying Policy		Business	30.01.20	Biennial	Spring 22
Behaviour Management Policy	Yes	Business	30.01.20	Biennial	Spring 22
Data Protection Policy	Yes	Business	28.04.20	Biennial	Spring 22
Educational Visits Policy		Business	14.02.19	Triennial	Spring 22
E-Safety Policy		Business	16.05.19	Biennial	Summer 21
Freedom of Information Policy	Yes	Business	28.04.20	Biennial	Spring 22
Fire Safety Policy	Yes	Business	18.05.20	Biennial	Summer 22
Governors' Visits Policy		Business	12.07.18	Triennial	Summer 21
Health and Safety Policy		Business	16.05.19	Biennial	Spring 21
Lone Working Policy		Business	14.05.19	Biennial	Summer 21
Medicines Policy <i>(Whittington Health adopted)</i>	Yes	Business	01.11.19	Triennial	Autumn 22 <i>(NHS cycle)</i>
Safeguarding & Child Protection Policy	Yes	Business	30.01.20	Annual	Spring 22
Students and Volunteers Policy		Business	28.04.20	Annual	Spring 21
Support Staff Pay Policy		Business	17.10.20	Annual	Summer 21
Teachers' Pay Policy	Yes	Business	17.10.20	Annual	Summer 21
Assessment, Recording & Reporting (AAR) Policy		Student Development	11.12.19	Biennial	Autumn 21

Attendance Policy		<i>Student Development</i>	<i>15.10.20</i>	<i>Biennial</i>	<i>Autumn 21</i>
Autism at Riverside		<i>Student Development</i>	<i>19.11.20</i>	<i>Biennial</i>	<i>Autumn 22</i>
Communication Policy		<i>Student Development</i>	<i>13.11.18</i>	<i>Triennial</i>	<i>Autumn 21</i>
Curriculum Five Statements		<i>Student Development</i>	<i>14.02.19</i>	<i>Biennial</i>	<i>Spring 21</i>
Flexibility of Thought Guidance		<i>Student Development</i>	<i>30.01.20</i>	<i>Biennial</i>	<i>Spring 22</i>
Intimate Care Policy		<i>Student Development</i>	<i>14.02.19</i>	<i>Triennial</i>	<i>Spring 22</i>
Manual Handling Policy		<i>Student Development</i>	<i>11.12.19</i>	<i>Triennial</i>	<i>Autumn 22</i>
Sensory Policy		<i>Student Development</i>	<i>14.03.19</i>	<i>Biennial</i>	<i>Spring 21</i>
Relationship & Sex Education (RSE) Policy	<i>Yes</i>	<i>Student Development</i>	<i>20.06.19</i>	<i>Biennial</i>	<i>Summer 21</i>
Riverside/Woodside Inclusion Activities Report		<i>Student Development</i>	<i>11.12.19</i>	<i>Annual</i>	<i>Autumn 20 activities not held</i>
Special School Councils Consortium Report		<i>Student Development</i>	<i>20.06.19</i>	<i>Annual</i>	<i>Summer 20 activities not held</i>
Special Educational Needs & Disabilities (SEND) Report	<i>Yes</i>	<i>Student Development</i>	<i>15.10.20</i>	<i>Annual</i>	<i>Autumn 21</i>
Student Progress Analysis Report		<i>Student Development</i>	<i>19.11.20</i>	<i>Annual</i>	<i>Autumn 21</i>
Student Wellbeing Multi-Agency Group (MAG) Report		<i>Student Development</i>	<i>02.07.18</i>	<i>Annual</i>	<i>Summer 21</i>
Use of Chill-Out Rooms Policy		<i>Student Development</i>	<i>18.10.17</i>	<i>Quadrennial</i>	<i>Autumn 21</i>
Work Experience Report (Year 11)		<i>Student Development</i>	<i>05.07.19</i>	<i>Annual</i>	<i>Summer 20</i>
Asset Register Policy		<i>Resources</i>	<i>11.12.19</i>	<i>Biennial</i>	<i>Autumn 21</i>
Best Value Statement		<i>Resources</i>	<i>17.09.20</i>	<i>Annual</i>	<i>Autumn 21</i>
Business Continuity Plan		<i>Resources</i>	<i>18.03.18</i>	<i>Triennial</i>	<i>Spring 21</i>
Charging & Remissions Policy	<i>Yes</i>	<i>Resources</i>	<i>11.12.19</i>	<i>Triennial</i>	<i>Autumn 21</i>
Continuing Professional Development (CPD) Policy		<i>Resources</i>	<i>08.02.18</i>	<i>Triennial</i>	<i>Spring 21</i>
Financial Roles & Responsibilities - Scheme of Delegation		<i>Resources</i>	<i>27.03.20</i>	<i>Biennial</i>	<i>Spring 22</i>
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Lettings & Hiring Policy		<i>Resources</i>	<i>10.07.19</i>	<i>Biennial</i>	<i>Summer 21</i>
'Out and About' Financial Report		<i>Resources</i>	<i>11.07.19</i>	<i>Annual</i>	<i>Summer 20 activities not held</i>
School Financial Values & Standards (SFVS)		<i>Resources</i>	<i>30.01.20</i>	<i>Annual</i>	<i>Spring 21</i>
Statement of Internal Control		<i>Resources</i>	<i>17.09.20</i>	<i>Annual</i>	<i>Autumn 21</i>

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