ECCLESTON LANE ENDS

PRIMARY SCHOOL

POLICIES

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| POLICY NAME | Last implemented or reviewed | To be reviewed on or before |  |
| **AUTUMN TERM** |  |
| CYBER RESPONSE PLAN | Autumn 2024 | Autumn 2025 |  |
| EMERGENCY PLAN | Autumn 2024 | Autumn 2025 |  |
| LONE WORKER POLICY | Autumn 2022 | Autumn 2025 |  |
| EQUALITY POLICY, AUDIT & ACTION PLAN (3 year plan but annual review) | Autumn 2024 | Autumn 2025 |  |
| \*PAY POLICY | Summer 2024 | Autumn 2025 |  |
| SUSTAINABLE DEVELOPMENT /ENVIRONMENTAL POLICY | Autumn 2022 | Autumn 2025 |  |
| MEDICAL CONDITIONS POLICY | Summer 2024 | Autumn 2025 |  |
| ATTENDANCE POLICY | Autumn 2024 | Autumn 2025 |  |
| BEHAVIOUR POLICY & ANTI-BULLYING POLICY | Autumn 2022 | Summer 2025 |  |
| \*CHARGING & REMITTANCE POLICY | Autumn 2024 | Autumn 2025 |  |
| OFFICE PROCEDURES/FINANCIAL CONTROL | Autumn 2024 | Autumn 2025 |  |
| VIOLENCE AT WORK | Autumn 2022 | Autumn 2025 |  |
| WHISTLEBLOWING POLICY | Autumn 2024 | Autumn 2025 |  |
| SECURITY POLICY | Autumn 2024 | Autumn 2025 |  |
| STAFF TRAVEL POLICY | Autumn 2024 | Autumn 2025 |  |
| CRITICAL INCIDENT & LOCKDOWN POLICY | Autumn 2024 | Autumn 2025 |  |
| RESPONSIBLE AI USAGE POLICY | Autumn 2024 | Autumn 2025 |  |
| RISK MANAGEMENT POLICY | Autumn 2024 | Autumn 2025 |  |
| FLEXIBLE WORKING AND LEAVE POLICY | Autumn 2024 | Autumn 2025 |  |
| ALLERGY POLICY | Autumn 2024 | Autumn 2025 |  |
| SEXUAL HARRASSMENT POLICY | Autumn 2024 | Autumn 2025 |  |
| BUSINESS CONTINUITY POLICY | Autumn 2024 | Autumn 2025 |  |
| PARKING BUDDIES POLICY | Autumn 2024 | Autumn 2025 |  |
| SPECIAL EDUCATIONAL NEEDS AND DISABILITY POLICY | Autumn 2024 | Autumn 2027 |  |
| **SPRING TERM** |  |  |  |
| EARLY CAREER TEACHER INDUCTION POLICY | Spring 2025 | Spring 2026 |  |
| ENGLISH POLICY | Spring 2023 | Spring 2026 |  |
| FINANCIAL REGULATIONS | Spring 2025 | Spring 2026 |  |
| GEOGRAPHY POLICY | Spring 2022 | Spring 2026 |  |
| \*HEALTH & SAFETY POLICY | Spring 2025 | Spring 2026 |  |
| HIRE OF PREMISES/LETTINGS PROCEDURE | Spring 2024 | Spring 2027 |  |
| HISTORY POLICY | Spring 2023 | Spring 2026 |  |
| MATHEMATICS POLICY | Spring 2023 | Spring 2026 |  |
| MODERN FOREIGN LANGUAGES POLICY | Spring 2023 | Spring 2026 |  |
| MUSIC POLICY | Spring 2023 | Spring 2026 |  |
|  |  |  |  |
| PSHE POLICY | Spring 2023 | Spring 2026 |  |
| PHYSICAL EDUCATION POLICY | Spring 2023 | Spring 2026 |  |
| RELIGIOUS EDUCATION POLICY | Spring 2023 | Spring 2026 |  |
| REDUNDANCY POLICY | Spring 2025 | Spring 2026 |  |
| \*SCHEME FOR FINANCING SCHOOLS  (Scheme of Delegation) | Spring 2025 | Spring 2026 |  |
| SCIENCE POLICY | Spring 2023 | Spring 2026 |  |
| \*SCHOOL FUND | Spring 2025 | Spring 2026 |  |
| \*SCHOOL MEALS ARREARS PROCEDURE | Spring 2025 | Spring 2026 |  |
| VISITORS & VOLUNTEERS POLICY | Spring 2025 | Spring 2027 |  |
| \*INCLUSIVE RECRUITMENT AND SELECTION POLICY | Spring 2025 | Spring 2028 |  |
| \*INCLUSIVE RECRUITMENT AND SELECTION GUIDANCE | Spring 2025 | Spring 2028 |  |
| \*PROBATIONARY PERIOD GUIDANCE | Spring 2025 | Spring 2028 |  |
| \*FIXED TERM AND TEMPORARY CONTRACT GUIDANCE | Spring 2025 | Spring 2028 |  |
| \*RECRUITING HEADTEACHERS & SENIOR LEADERS GUIDANCE | Spring 2025 | Spring 2028 |  |
| \*REDUNDANCY POLICY FOR SCHOOLS | Spring 2025 | Spring 2028 |  |
| \*SCHOOL EMPLOYEE PERFORMANCE IMPROVEMENT PROCEDURE | Spring 2025 | Spring 2028 |  |
| \*CODE OF CONDUCT POLICY FOR SCHOOLS | Spring 2025 | Spring 2028 |  |
| \*APPRAISAL POLICY FOR SCHOOLS | Spring 2025 | Spring 2028 |  |
| \*GUIDANCE ON \*RECRUITING VOLUNTEERS IN SCHOOLS | Spring 2025 | Spring 2028 |  |
| +GUIDANCE ON THE RECRUITMENT OF EXTERNAL AGENCY WORKERS | Spring 2025 | Spring 2028 |  |
| **SUMMER TERM** |  |
| \*ANTI-FRAUD & CORRUPTION POLICY | Summer 2024 | Summer 2027 |  |
| ATTENDANCE MANAGEMENT (EMPLOYEE) | Spring 2024 | Summer 2027 |  |
| BULLYING & HARASSMENT POLICY (EMPLOYEE) | Summer 2024 | Summer 2027 |  |
| COMPLAINTS POLICY & PROCEDURE | Summer 2023 | Summer 2026 |  |
| COMPUTER SECURITY GUIDELINES | Spring 2022 | Summer 2025 | LA – no change |
| CONFIDENTIAL REPORTING POLICY (WHISTLE BLOWING) | Summer 2024 | Summer 2027 |  |
| CONTRACT PROCEDURE RULES | Summer 2024 | Summer 2027 |  |
| \*DATA PROTECTION POLICY (includes Retention of Records & Privacy Notice GDPR) | Summer 2024 | Summer 2025 | No Change |
| DISCIPLINARY RULES AND PROCEDURES (EMPLOYEE) | Summer 2024 | Summer 2027 |  |
| EARLY YEARS/FOUNDATION STAGE POLICY | Summer 2023 | Summer 2026 |  |
| EDUCATIONAL VISITS POLICY | Summer 2022 | Summer 2025 | No Change |
| FINANCIAL INSTRUCTIONS | Summer 2022 | Summer 2025 | LA – No change |
| FLEXIBLE WORKING POLICY | Summer 2024 | Summer 2027 |  |
| \*FREEDOM OF INFORMATION PUBLICATION SCHEME (GDPR) | Summer 2023 | Summer 2026 |  |
| GRIEVANCE PROCEDURE FOR SCHOOLS | Summer 2023 | Summer 2026 |  |
| HOMEWORK POLICY | Summer 2024 | Summer 2025 | No Change |
| INDUCTION POLICY (STAFF) | Summer 2022 | Summer 2025 | No Change |
| MARKING AND PRESENTATION POLICY | Summer 2021 | Summer 2024 | To be reviewed |
| MATERNITY PATERNITY, ADOPTIVE LEAVE,SHARED PARENTAL LEAVE POLICIES AND PROCEDURES | Summer 2023 | Summer 2026 |  |
|  |  |  |  |
| RECRUITMENT & SELECTION GUIDELINES | Spring 2022 | Summer 2025 | LA – No Change |
| RELATIONSHIPS & SEX EDUCATION POLICY (national change due Sept 21) | Summer 2024 | Summer 2025 | To be reviewed |
| SOCIAL MEDIA ACCEPTABLE USE POLICY | Summer 2024 | Summer 2025 | No Change |
| UNIFORM POLICY | Spring 2024 | Summer 2025 | No Change |

*Most policies are reviewed by staff and approved by governors on a three year cycle (before if there is a change required)*

*\*These policies are required to be reviewed annually.*

*All policies available to staff on staff share to employees.*

*Hard copies kept in headteacher’s office.*

All policies can be requested in paper version from the school office.

Policies highlighted in yellow to be reviewed at next meeting