

Annex 1 - School governing bodies: policies and documents

Statutory policies and documents	Refer to
<p>Admissions policy</p> <p>Voluntary aided and foundation schools. Also community and controlled schools if the LA transfers the responsibility to them</p> <p>Part 3 School Standards and Framework Act 1998</p> <p>School Admissions Code</p>	<p>Chapter 14 Admissions</p>
<p>Careers education and information</p> <p>All secondary schools must provide work-related education during key stage 3 and key stage 4.</p> <p>Section 101 Education Act 2002</p>	<p>Chapter 11 The Curriculum</p>
<p>Charging policy</p> <p>All schools</p> <p>Section 457 Education Act 1996</p>	<p>Chapter 17 Charging for school activities</p>
<p>Child protection/safeguarding children in education</p> <p>All schools</p> <p>Section 175 Education Act 2002</p> <p>Keeping learners safe</p>	<p>Chapter 25 Health, safety and welfare</p>
<p>Complaints policy and procedures</p> <p>All schools</p> <p>Section 29 Education Act 2002</p> <p>Complaints procedures for school governing bodies in Wales</p>	<p>Chapter 12 Complaints and whistleblowing</p>
<p>Curriculum policy</p> <p>All schools</p>	<p>Chapter 11 The Curriculum</p>

Statutory policies and documents	Refer to
<p>School Government (Terms of Reference) (Wales) Regulations 2000</p> <p>Curriculum for Wales</p> <p>Hwb – Curriculum for Wales</p>	
<p>Equal opportunities policies – including:</p> <ul style="list-style-type: none"> • Disability equality scheme • Gender equality • Race equality <p>All schools</p>	<p>Chapter 9 Equal opportunities and school governors</p>
<p>Accessibility plan</p> <p>All schools</p> <p>Increasing access for disabled pupils: planning guidance</p> <p>Equality Act 2010</p> <p>Equality planning and strategy</p>	<p>Chapter 13 Children with Additional Learning Needs</p>
<p>Healthy eating</p> <p>All schools</p> <p>The Healthy Eating in Schools (Wales) Measure 2009</p> <p>The Healthy Eating in Schools (Nutritional Standards and Requirement) Regulations 2013</p> <p>Education Act 1996</p>	<p>Chapter 29 Provision of food and drink in schools</p>
<p>Freedom of Information publication scheme</p> <p>All schools</p> <p>Section 19 of the Freedom of Information Act 2000</p>	<p>Chapter 6 Providing information</p>
<p>Governors' allowances (schemes for payment of)</p> <p>All schools</p>	<p>Chapter 7 Support and training for governors</p>

Statutory policies and documents	Refer to
Governors Allowances (Wales) Regulations 2005	
<p>Governor development plan</p> <p>All schools</p>	<p>Chapter 7 Support and training for governors</p>
<p>Health & safety policy</p> <p>Voluntary aided and foundation schools</p> <p>(The LA is responsible for setting the policy in community, community special and controlled schools)</p> <p>Health and Safety at Work Act 1974</p> <p>Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 1995</p> <p>Health and Safety Executive</p>	<p>Chapter 25 Health, safety and welfare</p>
<p>Induction</p> <p>All schools</p> <p>The Education (Induction Arrangements for School Teachers) (Wales) Regulations 2015</p> <p>Hwb - Induction and early career development</p>	<p>Chapter 10 Staffing</p>
<p>Instrument of Government</p> <p>All schools</p> <p>Section 20 Education Act 2002</p>	<p>Chapter 3 Governing body constitution</p>
<p>School uniform</p> <p>All schools</p> <p>School uniform and appearance: policy guidance for governing bodies</p>	<p>Chapter 16 School uniform and appearance policies</p>

Statutory policies and documents	Refer to
<p>Managing Medicines</p> <p>All schools</p>	<p>Chapter 25 Health, safety and welfare</p>
<p>Minutes and papers of the governing body</p> <p>All schools</p> <p>The Government of Maintained Schools (Wales) Regulations 2005</p>	<p>Chapter 4 Governing body procedures and meetings</p>
<p>Performance management</p> <p>All schools</p> <p>School Government (Terms of Reference) (Amendment)(Wales) Regulations 2002</p> <p>School Teacher Appraisal (Wales) Regulations 2011</p>	<p>Chapter 10 Staffing</p>
<p>Professional standards for teaching, leadership and assisting teaching</p> <p>Hwb – Professional standards</p>	<p>Chapter 10 Staffing</p>
<p>Pupil behaviour and discipline (including anti bullying) policy</p> <p>All schools</p> <p>Inclusion and Pupil Support</p> <p>Section 61 School Standards and Framework Act 1998</p> <p>Rights, respect, equality</p>	<p>Chapter 15 Behaviour and attendance</p>

Statutory policies and documents	Refer to
<p>Register of business interests of governors and head teacher</p> <p>All schools</p> <p>The Education (LEA Financial Schemes) (Wales) Regulations 2004</p>	<p>Chapter 8 Managing the budget</p>
<p>Register of pupils</p> <p>All schools</p> <p>The Education (Pupil Registration) (Wales) Regulations 2010</p> <p>The Education (Penalty Notices) (Wales) Regulations 2013</p>	<p>Chapter 15 Behaviour and attendance</p>
<p>School development/improvement plans</p> <p>All schools</p> <p>School development plans</p>	<p>Chapter 2 Governing bodies: their powers, duties and relationships</p> <p>Chapter 5 The annual report and meetings with parents</p> <p>Chapter 6 Providing information</p>
<p>School inspection action plan</p> <p>All schools</p> <p>The Education (School Inspection) (Wales) Regulations 2006</p>	<p>Chapter 23 Inspection</p>
<p>School governors' annual reports</p> <p>All schools</p> <p>Education Act 2002, Section 30</p> <p>The School Governors' Annual Reports (Wales) Regulations 2011</p>	<p>Chapter 5 The annual report and meetings with parents</p> <p>Chapter 6 Providing information</p>

Statutory policies and documents	Refer to
The Relaxation of School Reporting Requirements (Wales) (Coronavirus) Regulations 2020	
<p>School Prospectus – Information to be published by governing bodies</p> <p>All schools</p> <p>The School Information (Wales) Regulations 2011</p> <p>The Relaxation of School Reporting Requirements (Wales) (Coronavirus) Regulations 2020</p>	<p>Chapter 6 Providing information</p>
<p>School teachers’ pay and conditions policy</p> <p>All schools</p> <p>The Staffing of Maintained Schools (Wales) Regulations 2006</p> <p>School Teachers’ Pay and Conditions Document</p>	<p>Chapter 10 Staffing</p>
<p>Sex education</p> <p>All schools</p> <p>Section 404 of Education Act 1996</p> <p>Section 101 of the Education Act 2002</p>	<p>Chapter 11 The Curriculum</p>
<p>Special Educational Needs policy</p> <p>All schools</p> <p>Education (Special Educational Needs) (Information) Regulations 1999</p>	<p>Chapter 13 Children with Additional Educational Needs</p>

Statutory policies and documents	Refer to
<p>Staff discipline, conduct, capability and grievance procedures</p> <p>All schools</p> <p>Staffing of Maintained Schools (Wales) Regulations 2006</p> <p>Disciplinary and dismissal procedures for school staff</p> <p>Handling Allegations of Abuse</p>	<p>Chapter 10 Staffing</p>

Recommended policies	Refer to
<p>Sustainable development</p> <p>All schools</p>	<p>Chapter 11 The Curriculum</p>
<p>School toilets policy</p> <p>All schools</p> <p>School toilets: good practice guidance</p>	<p>Chapter 25 Health, safety and welfare</p>
<p>Whistleblowing policy</p> <p>All schools</p> <p>Whistleblowing in schools: guidance for governors</p>	<p>Chapter 12 Complaints and whistleblowing</p>