



Annex A - Policies

Statutory policies required by education legislation						
Name	Statutory or Recommended	Publ ish	Last Reviewed	Next Review	Owner (Trust or local academy)	Notes
Charging & Remissions	Statutory	Y	Sept-22	Sept-23	Local academy	
Behaviour Policy	Statutory	Y	Mar-23	Mar-24	Local academy	
Relationships and Sex Education	Statutory		Dec-22	Dec-23	Local academy	
Special Educational Needs	Statutory	Y	Jun-22	Jun-24	Local academy	
Statutory policies required by other legislation						
Health & Safety (inc Fire Evac)	Statutory				Local academy	
Other statutory arrangements						
Accessibility Plan	Statutory	Y	Oct-21	Oct-24	Local academy	
Accounts information	Statutory	Y			Trust	
Admission Arrangements	Statutory	Y			Local academy	
Anti-Bullying Policy			Nov-22	Nov-23	Local academy	
Child Protection and Safeguarding Policy including Managing allegations against staff	Statutory	Y	Sept-23	Sept-24	Trust	Reviewed annually by Local Academy Board
Complaints procedure	Statutory	Y	Jan-23	Jan-24	Trust	
Curriculum policies/information	Statutory	Y			Local academy	
Data Protection Policy	Statutory	Y	Feb-23	Feb-24	Trust	
Records Management and Retention	Statutory		Sep-22	Sep-25	Trust	
ICT Security Policy	Recommended		Sep-23	Sep-24	Trust	
Early Years Foundation Stage (EYFS)	Statutory				Local academy	
Equality information and objectives (public sector equality duty) statement for publication	Statutory	Y	Dec-20	Dec-23	Trust	

The Family of Learning Trust



Exclusion Policy	Statutory	Y	Apr-22	Apr-25	Local academy	
Freedom of Information	Statutory	Y	Feb-23	Feb-24	Trust	
Governors Allowances	Recommended				Trust	
Governors information and papers	Statutory	Y			Local academy	
Premises management documents	Statutory				Local academy	
Pupil Premium policy (strategy)	Statutory	Y	Dec-22	Dec-24	Local academy	
Pupil register and attendance	Statutory				Local academy	
Single Central Record	Statutory				Local academy	Based on Trust template
Supporting students with medical conditions	Statutory		Jul-22	Jul-24	Local academy	
Values and Ethos	Statutory	Y			Trust	Overarching Trust document with local arrangements and information
Employment Policies						
Name	Statutory or Recommended	Last Reviewed	Next Review	Owner (Trust or local academy)		
Attendance Management policy	Recommended	Feb-23	Feb-24	Trust		
Capability policy	Statutory	Feb-23	Feb-24	Trust		
Disciplinary policy	Statutory	Feb-23	Feb-24	Trust		
Equalities policy	Statutory	Feb-23	Feb-24	Trust		
Flexible Working policy	Recommended	Feb-23	Feb-24	Trust		
Grievance Policy	Statutory	Feb-23	Feb-24	Trust		
Leave of absence policy	Recommended	Feb-23	Feb-24	Trust		
Redundancy	Recommended	Feb-23	Feb-24	Trust		
Recruitment and Retention	Recommended	Feb-23	Feb-24	Trust		
Pay and Grading Policy	Statutory	Oct-22	Oct-23	Trust		



Appraisal Policy	Statutory	Feb-23	Feb-24	Trust	
Bullying and Harassment	Recommended	Feb-23	Feb-24	Trust	
Stress Policy	Recommended	Feb-23	Feb-24	Trust	
Training and Continuing Professional Development	Recommended	Feb-23	Feb-24	Trust	
Employment procedures – forming professional expectations of employment					
Name	Statutory or Recommended	Last Reviewed	Next Review	Owner	Notes
Burgundy Book	Adopted	N/a		National document	
Cover and absence requests	Recommended	Annually		Local academy	
Recruitment	Statutory	Feb-23	Feb-24	Trust	
Staff code of conduct	Statutory	Feb-23	Feb-24	Trust	Amendments and insertions can be made to suit local arrangements
Whistleblowing policy	Statutory	Feb-23	Feb-24	Trust	
Keeping Children Safe in Education	Statutory	Sep-22		National document	
National terms and conditions for support staff ('Green Book')	Adopted	N/a		National document	For reference
WYPF Discretions Policy	Required	Feb-23		See notes	Requirement from WYPF

Grey filled are policies that are not reviewed by the trust