

Scheme of Delegation - Appendix 2

Enlighten Learning Trust - School Policies & Procedures Renewal Schedule



This policy schedule forms part of the Scheme of Delegation for Enlighten Learning Trust; it sets out the local school policies and procedures.

	Statutory Y/N	Date of next review	Frequency of review	Approval Level
Policies				
Accessibility Plan	Y	Autumn 22	3 years	COO
Assessment & Feedback Procedure	N	Autumn 21	3 yrs	HT
Attendance Policy	N	Autumn 21	3 yrs	HT Board
Behaviour Policy	Y	Autumn 22	Annual	LGB
Statement of Behaviour Principles	Y	Autumn 22	Annual	LGB
Blended Learning Policy	Y*	Autumn 21	Annual	School SLT
Children with Health Needs who cannot attend school	Y	Autumn 21	Annual	LGB
Careers Provider Access Statement	Y	Autumn 21	Annual	LGB
Charging and Remissions Policy	Y	Summer 22	Annual	HT/HoS
Child Protection & Safeguarding Policy	Y	Autumn 21	Annual	LGB
Exams Policy	Y*	Spring 22	3 yrs	School SLT
Exclusions Policy	Y	Autumn 22	Annual	LGB
EYFS Policy	Y*	Autumn 21	2 yrs	LGB
First Aid Policy	Y	Autumn 21	Annual	HT Board
Home/School Agreement	N	Summer 22	Annual	HT
Lettings Procedure	N	Summer 22	Annual	HT
NEA Policy (Non-Examined Assessment)	Y*	Spring 22	Annual	School SLT
SEND Policy	Y	Autumn 21	Annual	LGB
Sex and Relationship Policy	Y	Summer 22	Annual	HT/HoS
Supporting Pupils with Medical Conditions Policy	Y	Autumn 21	Annual	LGB
Teaching and Learning Policy	N	Autumn 21	3 yrs	HT
Procedures				
Emergency Plan	Y	Autumn 21	Annual	ELT SLT

	Statutory Y/N	Date of next review	Frequency of review	Approval Level
Lockdown Procedure	Y	Autumn 21	Annual	ELT SLT
Positive Handling Guidance	N	Autumn 21	3 yrs	HT
Student Use of Motorcycles and Mopeds	N	Autumn 21	2yrs	HT to delegate

Y* These policies are not statutory on DfE list, but are required by a regulatory body