# The Polygon School Policies

*This is a working document and will be updated when policies are reviewed and approved by the Full Governing Body.

If you require a paper copy (free of charge) of any of the policies on our website, please contact Miss Davina Yates on 02380 636776 or info@polygon.Southampton.sch.uk

| POLICY NO | POLICY TITLE | REVIEW PERIOD | VALID FROM |
|---|---|---|---|
| 008 | HR: Pay | Annual | 01/12/2024 |
| 006 | Lone Working | 2 Years | 07/12/2023 |
| 018 | Equalities Diversity and Inclusion | Annual | 07/12/2024 |
| 020 | Inclusion and SEN | 2 Years | 08/01/2024 |
| 004 | Examination | 2 Years | 15/01/2024 |
| 024 | Attendance at GB meetings virtual | 2 Years | 01/02/2024 |
| 003 | Critical Incident Plan | Annual | 01/09/2024 |
| 015 | Charging and remissions | Annual | 12/06/2025 |
| 017 | Data protection | Annual | 12/06/2025 |
| 014 | Positive Behaviour | Annual | 18/05/2025 |
| 022 | Transport | 2 Years | 27/06/2024 |
| 002 | CCTV | 2 Years | 28/06/2024 |
| 005 | International Schools | 2 Years | 09/07/2024 |
| 012 | Admissions and transitions | 2 Years | 09/07/2024 |
| 023 (a) | Safeguarding | Annual | 24/08/2025 |
| 023 (b) | Child Protection | Annual | 24/08/2025 |
| 028 | Children With Health Needs Who Cannot Attend School | Annual | 01/09/2025 |

| 013 | Attendance | Annual | 01/09/2025 |
|---|---|---|---|
| 019 | Health & Safety (includes First Aid) | Annual | 01/09/2025 |
| 009 | Physical Intervention | Annual | 23/09/2025 |
| 010 | Managing Allegations Against Staff | Annual | 01/09/2025 |
| 023 (c) | Safeguarding file retention | Annual | 07/10/2025 |
| 029 | Online Safety | Annual | 12/10/2025 |
| 007 | Medication | 2 Years | 01/01/2025 |
| 001 | HR: Absence Management | 2 Years | 24/02/2025 |
| 006 (a) | Safe Working Practices | 2 Years | 01/04/2025 |
| 011 | HR - Performance Management | 2 Years | 01/05/2025 |
| 034 | Privacy Notice for Governors and Volunteers | 2 years | 12/06/2025 |
| 026 | Sex Relationships Education | Annual | 19/06/2025 |
| 016 | Complaints | 2 Years | 01/09/2025 |
| 030 | Capability | 2 Years | 01/09/2025 |
| 031 | Appraisal | 2 Years | 01/09/2025 |
| 025 | Careers Education and Provider Access Statement | 2 Years | 01/10/2025 |
| 026 | OBSOLETE PSHE/SRE | 3 Years | 12/06/2025 |
| 033 | Governors Allowances | 3 Years | 24/04/2025 |
| 032 | Accessibility Plan | 3 years | 01/06/2025 |
| 035 | AI Policy | Annual | 01/10/2025 |