



**CHESTERTON
COMMUNITY COLLEGE**

Chesterton Community College

Personnel Committee Minutes

26th June 2012

CHESTERTON COMMUNITY COLLEGE
PERSONNEL COMMITTEE
Minutes from 26th June 2012

1. Present: Mary Sanders, Susannah Clements, Mark Patterson, Nicola Von Schreiber, Steve Hampson, Heidi Watters, Roger Mann

2. Apologies: Belinda Jones

3. Declaration of Conflict of Interests: None were declared **4. Minutes of the last meeting:** Were agreed and signed as correct.

5. Matters arising: None, Policies dealt with as listed.

6. Teacher Cover Policy:

Some amendments were agreed, to reflect the school's circumstances. These will be circulated to the Personnel Committee for virtual agreement.

Action: Clerk

7. Employment Policy and Whistle blowing Policy:

Both agreed with current date and Chesterton name added. These will then go to Full Governing Body for final ratification.

Action: Clerk

8. Safer Code of Conduct Policy:

To be appended to the draft Child Protection Policy for approval by the Full Governing Body meeting on July 10th 2012.

Action: Clerk to add to Agenda for FGB

9. Complaints Policy:

Still in train (Susannah)

10. Disciplinary Rules:

Amendment to 1.9c accepted, Policy needs amendment to reflect our policy of the Principal having the power to dismiss. **Action:** Clerk

11. Teacher Appraisal Policy: Agreed, to go to Full Governing Body for ratification.

Action: Clerk

12. Head's report:

The Committee discussed a number of issues:

- 13. Personnel Terms of Reference:** The Committee considered draft Terms of Reference tabled by Mark Patterson. These were agreed. These are to be emailed to the Personnel Committee.

Action: Clerk

- 14. A.O.B:** The Committee noted the school's successful bid to the DfE for Capital and wished to thank Tracy Roden for her hard work.

- 15. Date of the next meeting:** Tuesday 23rd October 2012 at 5.30pm (This meeting was cancelled, next meeting 20th November 2012)