

## Having Sixth Form College - List of Policies and Procedures

Document Title	Date Published	Date for Review
Admissions Policy & Appeals Procedure		
Anti-Bullying & Harassment Policy		
Anti Fraud and Corruption Policy April 2007	20/04/2007	19/12/2009
Senior Postholders Appraisal Procedure	19/04/2007	19/04/2012
Assessment Policy 2009	30/04/2009	30/04/2010
Attendance Policy and Procedure	30/05/2008	30/05/2009
Capability Procedure	30/06/2008	30/06/2013
Child and Vulnerable Young Adult Protection Policy and Procedures	01/07/2008	01/07/2009
CIS Policy	02/03/2005	30/06/2009
College Council Objectives	30/09/2008	30/09/2009
Confidential Reporting Policy	30/10/2005	30/10/2009
Disciplinary Procedure	30/03/2008	30/03/2012
Cover Policy	11/09/2009	11/09/2010
Emergency Plan	30/07/2009	30/07/2010
Disciplinary Procedure for Senior Postholders	19/04/2007	19/04/2012
Environmental Policy Statement	30/10/2008	30/10/2009
Examinations Policy	30/01/2007	30/01/2011
Discretionary Learner Support Fund Pollicy	01/07/2008	30/09/2009
Energy Policy	02/02/2009	01/02/2010
Financial Procedures	01/04/2008	01/04/2009
Framework for Staff Pay and Conditions of Service	06/04/2008	06/04/2018
Grievance Procedure	02/03/2008	02/03/2012
Health and Safety Policy 2009	27/02/2009	26/02/2010
HSFC Minibus Code of Practice	03/07/2004	03/07/2009
ID Policy and Procedure 2008-9		
Investigation Process	03/02/2008	03/02/2012
Investment Policy	03/03/2009	03/03/2010
Key Skills Policy	03/09/2006	03/09/2009
Laptop Policy	16/10/2008	16/10/2008
Teaching and Learning Strategy 2009-11	01/06/2009	01/06/2011
Communication Strategy 2009-11	01/06/2009	01/06/2011
Redundancy Procedure 2009	01/06/2009	01/06/2014
Lesson Observation Policy	02/07/2007	02/07/2009
Lettings Policy	01/07/2008	01/07/2009
Noise at Work Policy	21/09/2007	21/09/2009
Personal Relationships between Staff and Students	02/11/2008	02/11/2012
Punctuality Policy	02/02/2009	02/02/2010
Property Strategy 2008	01/07/2008	30/11/2009
Quality Assurance Policy	01/12/2008	01/12/2012
Recruitment Procedure	01/06/2008	01/06/2011
Quality Improvement Policy 2008-11	15/09/2008	15/09/2011
Religious Dress and Dress Code	09/11/2008	09/11/2011
Risk Management Policy 2008	01/07/2007	01/07/2008
Rules for the Conduct of Staff 2008	06/04/2008	06/11/2011
Password Policy	01/06/2005	01/06/2009
Single Equality Scheme 2008	02/03/2008	02/03/2011
Staff Use of Electronic Mail Policy	01/07/2009	01/07/2010
Student Disciplinary Policy	13/04/2008	13/04/2013
Financial Regulations April 2009	02/04/2009	02/03/2011
Appraisal Procedure Support Staff	09/03/2009	09/03/2013
Appraisal procedure Teaching Staff	09/03/2009	09/03/2013
Subsistence and Travel Policy September 2009	06/09/2009	06/07/2010
Terms and Conditions for Working on Site	06/07/2008	06/07/2009
Value for Money Policy	08/06/2007	08/06/2012
Tuition Fee Policy February 2009	01/02/2009	01/02/2012
Grievance Procedures for Senior Postholders	03/07/2009	03/07/2014
Change of Course Policy	01/07/2009	01/07/2011
Achievement Review Policy	01/09/2008	01/07/2010
Trips and Visits Policy	01/07/2009	01/03/2011
New Teacher Policy 2009-10	29/09/2009	07/09/2010
Weapons Policy September 2009	29/09/2009	29/09/2010