



Freedom of Information Publication Scheme

Information to be published	How the information can be obtained	Cost
Class 1 - Who we are and what we do		
Who's who in the school	Link to website /Hard copy	5p per sheet
Who's who on the governing body / board of governors and the basis of their appointment	Link to website /Hard copy	5p per sheet
Instrument of Government / Articles of Association	Link to website /Hard copy	5p per sheet
Contact details for the Head teacher and for the governing body, via the school.	Link to website /Hard copy	5p per sheet
Staffing structure	Link to website /Hard copy	5p per sheet
Term dates	Link to website /Hard copy	5p per sheet
Address of school and contact details, including email address.	Link to website / Hard copy	5p per sheet
Class 2 – What we spend and how we spend it		



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Annual budget plan and financial statements	Hard copy – request from school office	5p per sheet
Capital funding	Hard copy – request from school office	5p per sheet
Financial audit reports	Hard copy – request from school office	5p per sheet
Details of expenditure items over £2000 – published at least annually but at a more frequent quarterly or six-monthly interval where practical.	Hard copy – request from school office	5p per sheet
Procurement and contracts the school has entered into, or information relating to / a link to information held by an organisation which has done so on its behalf	Hard copy – request from school office	5p per sheet
Pay policy	Hard copy – request from school office	5p per sheet
Staff allowances and expenses that can be incurred or claimed, with totals paid to individual senior staff members	Hard copy – request from school office	5p per sheet
Staffing, pay and grading structure	Hard copy – request from school office	5p per sheet
Governors' allowances that can be incurred or claimed, and a record of total payments made to individual governors.	Hard copy – request from school office	5p per sheet

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Class 3 – What our priorities are and how we are doing		
The latest Ofsted report	Link to website / Hard copy	5p per sheet
Performance management policy and procedures adopted by the governing body.	Hard copy – request from school office	5p per sheet
Performance data	Hard copy – request from school office	5p per sheet
Safeguarding and child protection	Link to website / Hard copy	5p per sheet
Class 4 – How we make decisions		
Admissions policy/decisions (not individual admission decisions) – where applicable	Link to website / Hard copy	5p per sheet
Agendas and minutes of meetings of the governing body and its committees. (NB this will exclude information that is properly regarded as private to the meetings).	Hard copy – request from school office	5p per sheet
Class 5 – Our policies and procedures		
Statutory policies including charging policy	Link to website / Hard copy	5p per sheet

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Class 6 – Lists and Registers		
Curriculum circulars and statutory instruments	Hard copy – request from school office	5p per sheet
Asset register	Hard copy – request from school office	5p per sheet
Class 7 – The services we offer		
School publications, newsletters	Link to website /Hard copy	5p per sheet