

Wallisdean Federated Schools Published Guide to Information

Information	How the information may be obtained	Charge
Class 1 – Who we are and what we do (organisational information, structures, locations and contacts)		
Who's who in the school	Website	
Who's who on the governing body and basis of their appointment	Website	
Contact details for the Executive Head Teacher and for the Governing body	Website	
School session times and term dates	Website	
Class 2 – What we spend and how we spend it		
Three year budget plan and financial statements	Hard copy	
Capital funding	Hard copy	
Additional funding	Hard copy	
Pay Policy	Hard copy	£
Staffing Structures	Hard copy	
Class 3 – What our priorities are and how we are doing (strategies and plans, performance indicators and inspection reports)		
School profiles: <ul style="list-style-type: none"> Government supplied performance data Latest Ofsted reports 	Website/Hard copy	£
Teacher appraisal and capability procedures	Hard Copy	£
Class 4 – How we make decisions (Decision making process and records of decisions)		
Admissions Policies (Current and next academic year)	Website	
Agenda and Minutes of Governing Body Meetings	Hard Copy	£

Information	How the information may be obtained	Charge
Class 5 – Our policies and procedures (current written policies and procedures for delivering our services and responsibilities)		
Schools policies including: <ul style="list-style-type: none"> • Attendance Policy • Child Protection Policy • Health and Safety Policy • Safeguarding Policy • Whistleblowing Policy 	Website/Hard copy	£
Student and Curriculum policies including: <ul style="list-style-type: none"> • Anti-Bullying Policy • Behaviour Policy • Online Home Learning • Safeguarding Policy • Uniform Policy 	Website/Hard copy	£
Records management and personal data policies, including: <ul style="list-style-type: none"> • GDPR Policy • Records Retention Schedule • Confidentiality Policy 	Hard Copy	£
Charging and remissions policy	Website	
Class 6 – Lists and Registers (current maintained registers only)		
	via inspection only	
Class 7 – The services we offer (information about the services we offer)		
Extra-curricular activities/After School Clubs	Website	
Newsletters	Website	
Additional Information		
Schedule of charges: <ul style="list-style-type: none"> • Hard copy black and white 5p per copy/Hard copy colour 7p per copy • Postage (actual cost of postage) 		