



**BRIEFING**

<b>SUBJECT:</b> Information to be published on school website	
<b>RECIPIENT(S):</b> Headteachers and Chairs of Governors of all C of E schools and academies.	
<b>SDBE CONTACT:</b> Carol Jerwood	<b>DATE:</b> September 2015

**I INTRODUCTION**

**1.1** Schools and academies are required to publish certain information on their websites. The detail for maintained schools is contained in *The School Information Regulations 2012* (as amended) and for academies in the [Independent School Standards Regulations 2014](#), along with any requirements in the [Academies Financial Handbook 2015](#). The DFE has published guidance for maintained schools [What maintained schools must publish online](#).

**1.2** There has been some debate recently about an “annual governance statement” which sets out who the governors are, when they were appointed, their business interests etc. Academies are required to publish such information about their governance arrangements, but to-date there has been no such requirement for maintained schools. In a revised version of the guidance on constitution of governing bodies of maintained schools published in August 2015, the DFE now states that a governing body of a maintained school should publish details of its governance arrangements on its website in a readily accessible form (ie, on a web page without the need to download, or open, a separate document). This information is included in the table overleaf even though the guidance for maintained schools does not say “must”, there is an expectation that this information will be readily available and governors must have regard to the recently issued guidance.

**2 INFORMATION WHICH MUST BE PUBLISHED ON A SCHOOL’S WEBSITE**

**2.1** The information in the table overleaf must be published on the school’s website; where a school does not have a website it must arrange for it to be published on a website and make the website address and details known to parents. A hard copy of the information published on the website must be made available, without charge, to parents on request. The information published must be updated as soon as reasonably practicable following any changes, but must be updated at least annually.

**3 OTHER INFORMATION**

**3.1** Schools are free to publish other information about the school on the website and should include information about the School’s improvement journey, such as, highlighting the issues currently being tackled in the School’s Improvement Plan. OFSTED will examine a school’s website prior to inspection and this will provide inspectors with key information about the school.

Item	Details	✓
<b>Contact details</b>	<ul style="list-style-type: none"> <li>▪ name, postal address and telephone number of the school</li> <li>▪ name of a person to whom enquiries should be addressed</li> </ul>	
<b>Admissions</b>	<p><b>Either:</b></p> <ul style="list-style-type: none"> <li>▪ the determined admission arrangements for the school in relation to each relevant age group at the school, including sixth form arrangements (where applicable) and any arrangements for selection, any oversubscription criteria and an explanation of the process of applying for a school place; <b>or</b></li> <li>▪ information as to where and by what means parents may access that information in the local authority's composite prospectus published on their website.</li> </ul> <p><b>NB The SDBE recommends the former, since LA prospectuses often contain only a summary of the admission arrangements.</b></p>	
<b>Behaviour policy</b>	A statement of the measures taken by the headteacher to promote self-discipline and proper regard for authority etc, ie, the behaviour policy including bullying, code of conduct for pupils.	
<b>Charging for school activities</b>	<p>The school's charging and remissions policy to include:</p> <ul style="list-style-type: none"> <li>▪ the activities for which the school charges pupils' parents;</li> <li>▪ the circumstances in which the school makes exceptions to those charges.</li> </ul>	
<b>Curriculum</b>	<p>(a) in relation to each academic year, the content of the curriculum followed by the school for each subject and details as to how additional information relating to the curriculum may be obtained;</p> <p>(b) in relation to key stage 1, the names of any phonics or reading schemes in operation; and</p> <p>(c) in relation to key stage 4:</p> <ul style="list-style-type: none"> <li>▪ a list of the courses provided which lead to a GCSE qualification,</li> <li>▪ a list of other courses offered at key stage 4 and the qualifications that may be acquired.</li> </ul>	
<b>Ethos/values</b>	A statement of the school's ethos and values.	
<b>Governance arrangements</b>	<p>(a) the structure and remit of the governing body and any committees, and the full names of the chair of each;</p> <p>(b) for each governor who has served at any point over the past 12 months:</p> <ul style="list-style-type: none"> <li>▪ their full names, date of appointment, term of office, date they stepped down (where applicable), who appointed them (in accordance with the governing body's instrument of government);</li> <li>▪ relevant business and pecuniary interests (as recorded in the register of interests) including: <ul style="list-style-type: none"> <li>• governance roles in other educational institutions;</li> <li>• any material interests arising from relationships between governors or relationships between governors and school staff (including spouses, partners and close relatives); and</li> </ul> </li> <li>▪ their attendance record at governing body and committee meetings over the last academic year.</li> </ul> <p>Governing bodies should also publish this information for associate members, making clear whether they have voting rights on any of the committees to which they have been appointed.</p> <p>Academies must also publish this information for trustees (see Financial Handbook).</p>	

Item	Details	✓
<b>OFSTED</b>	Schools must either publish a copy of the school's most recent OFSTED report, or a link to it.	
<b>Test results - PRIMARY</b>	<p>The school's most recent Key Stage 2 results as follows:</p> <ul style="list-style-type: none"> <li>(a) % achieving Level 4 or above in reading, writing and maths;</li> <li>(b) % making expected progress, ie, 2 or more levels in reading, writing and maths between KS1 and KS2;</li> <li>(c) % achieving Level 5 or above in reading, writing and maths.</li> </ul>	
<b>Test results SECONDARY</b>	<p>The school's most recent Key Stage 4 results as follows:</p> <ul style="list-style-type: none"> <li>(a) % achieving 5 + A*-C GCSEs (or equivalent) including English and maths;</li> <li>(b) % achieving the English Baccalaureate; and</li> <li>(c) % of pupils making expected progress in English and maths between KS2 and KS4.</li> </ul>	
<b>Performance tables</b>	Information as to where and by what means parents may access the School Performance Tables published by the Secretary of State on the Department for Education's website. <a href="#">DFE Performance tables website</a>	
<b>Pupil premium; year 7 catch-up premium; PE/Sports premium</b>	<p>Details about the <a href="#">pupil premium/year 7 catch up premium</a> or <a href="#">PE and sports premium for primary schools</a> (as applicable) must include the following:</p> <ul style="list-style-type: none"> <li>▪ the pupil premium/year 7 catch-up premium/PE/Sports premium allocation for the current academic year;</li> <li>▪ details of how it will be spent;</li> <li>▪ details of how the previous academic year's allocation was spent;</li> <li>▪ the difference it made to the attainment of those pupils in receipt of the various premiums.</li> </ul> <p>The funding is allocated for each financial year, but the information published online should refer to the academic year, as this is how parents and the general public understand the school year.</p>	
<b>SEN</b>	<ul style="list-style-type: none"> <li>▪ the admission arrangements for pupils with SEN or disabilities;</li> <li>▪ the steps taken to prevent pupils with SEN from being treated less favourably than other pupils;</li> <li>▪ access facilities for pupils with SEN;</li> <li>▪ the accessibility plan.</li> </ul>	