

## Website Compliance Checklist November 2020

School:

Date of Check:

Every maintained school must publish specific information on its website

<https://www.gov.uk/guidance/what-maintained-schools-must-publish-online>

<b>School contact details</b>	
	Your school's website must include the following contact information:
	<ul style="list-style-type: none"> <li>• your school's name</li> </ul>
	<ul style="list-style-type: none"> <li>• your school's postal address</li> </ul>
	<ul style="list-style-type: none"> <li>• your school's telephone number</li> </ul>
	<ul style="list-style-type: none"> <li>• the name of the member of staff who deals with queries from parents and other members of the public</li> </ul>
	<ul style="list-style-type: none"> <li>• Name and contact details of the special educational needs coordinator (SENCO)</li> </ul>
	<ul style="list-style-type: none"> <li>• information about their governors, including relevant business and pecuniary interests:               <ul style="list-style-type: none"> <li>○ the structure and remit of the governing body and any committees, and the full names of the chair of each;</li> <li>○ for each governor who has served at any point over the past 12 months:                   <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>• 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> </ul> </li> <li>○ their attendance record at governing body and <u>committee meetings</u> over the last academic year.</li> </ul> </li> <li>• 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.</li> </ul>
<b>Admission arrangements</b>	
	You must do one of the following:
	<ul style="list-style-type: none"> <li>• publish your school's admission arrangements, explaining how you will consider applications for every age group, including:               <ul style="list-style-type: none"> <li>○ arrangements you have in place for selecting the pupils who apply;</li> <li>○ your oversubscription criteria (how you offer places if there are more applicants than places);</li> <li>○ an explanation of the process parents need to follow if they want to apply for their child to attend your school;</li> </ul> </li> <li>• publish details of how parents can find out about your school's admission arrangements through your local authority.</li> </ul>
<b>Ofsted reports</b>	
	You must do one of the following:
	<ul style="list-style-type: none"> <li>• publish a copy of your school's most recent Ofsted report</li> <li>• publish a link to the webpage where users can find your school's most recent Ofsted report.</li> </ul>
<b>Exam and assessment results</b>	
<b>Key stage 2 (KS2) results (2019 are the most recent results.)</b>	
	You must publish the following details from your school's most recent KS2 results as published by the Secretary of State in the School Performance Tables to include the following information:
	<ul style="list-style-type: none"> <li>• percentage of pupils achieving the expected standard or above in reading, writing and mathematics;</li> </ul>
	<ul style="list-style-type: none"> <li>• average progress in reading'</li> </ul>
	<ul style="list-style-type: none"> <li>• average progress in writing;</li> </ul>
	<ul style="list-style-type: none"> <li>• average progress in mathematics.</li> </ul>
	<ul style="list-style-type: none"> <li>• percentage of pupils achieving a high level of attainment in reading, writing and mathematics;</li> </ul>
	<ul style="list-style-type: none"> <li>• average scaled score in reading;</li> </ul>
	<ul style="list-style-type: none"> <li>• average scaled score in mathematics.</li> </ul>
<b>Performance tables</b>	
	You must include a link to the <a href="#">DfE school performance tables website</a> .

	<b>Curriculum</b>
	You must publish the following information about your school's curriculum:
	<ul style="list-style-type: none"> <li>the content of the curriculum your school follows in each academic year for every subject including Religious Education even if it is taught as part of another subject or subjects, or is called something else;</li> <li>the names of any phonics or reading schemes you are using in KS1;</li> <li>how parents/ members of the public can find out more about the curriculum your school is following.</li> </ul>
	•
	Providing remote education
	Schools are required to publish information to parents so that pupils and their parents know what to expect from their school if they need to self-isolate or local restrictions require them to remain at home. (by 25 <sup>th</sup> January 2021)
	A template for this can be found <a href="#">here</a> . This template is <b>not</b> mandatory
	<b>Behaviour policy</b>
	You should publish details of your school's behaviour policy.
	The policy must comply with <a href="#">section 89 of the Education and Inspections Act 2006</a> . <a href="#">Advice on developing and publishing your school's behaviour policy</a> is available.
	<b>Safeguarding Policy</b>
	You should publish details of your school's safeguarding policy
	The policy must comply with <a href="http://www.gov.uk/government/publications/keeping-children-safe-in-education">www.gov.uk/government/publications/keeping-children-safe-in-education</a> .
	<b>Pupil premium</b>
	You must publish details of how your school spends its <a href="#">pupil premium funding</a> and the effect this has had on the attainment of the pupils who attract the funding. Pupil premium funding is allocated for each financial year, but the information you publish online should refer to the academic year, as this is how parents understand the school system. As you won't know allocations for the end of the academic year (April to July), you should report on the funding up to the end of the financial year and update it when you have all the figures.
	You must include the following:
	<b><u>For the previous year</u></b>
	<ul style="list-style-type: none"> <li>how the pupil premium was spent;</li> <li>the impact of the expenditure on eligible and other pupils.- <b>AN INTERIM REPORT</b></li> </ul>
	<b><u>For the current academic year</u></b>
	A statement as to the school's strategy in respect of the pupil premium allocation for the current academic year ("pupil premium strategy"):
	<ul style="list-style-type: none"> <li>the amount of the school's pupil premium allocation;</li> <li>a summary of the main barriers to educational achievement faced by eligible pupils of the school;</li> <li>how the pupil premium is to be spent to address those barriers and the reasons for that approach;</li> <li>how school will measure the impact of the pupil premium</li> <li>the date of the school's next review of its pupil premium strategy.</li> </ul>
	The Teaching Schools Council has published <a href="#">templates</a> to support schools in presenting their pupil premium strategies. Use of the templates is voluntary
	<b>PE and sport premium for primary schools</b>
	If your school receives <a href="#">PE and sport premium funding</a> , you must publish details of how your school spends this funding and the effect it has had on pupils' PE and sport participation and attainment.
	You must include the following:
	<ul style="list-style-type: none"> <li>your PE and sport premium allocation for the current academic year;</li> <li>details of how you intend to spend your allocation;</li> <li>details of how you spent your previous academic year's allocation; (<b>INTERIM REPORT</b>)</li> <li>how it made a difference to the PE and sport <u>participation and attainment</u> (<b>INTERIM REPORT</b>)</li> <li>How you will make sure these improvements are sustainable</li> <li>how many pupils within their year 6 cohort can do each of the following: <ul style="list-style-type: none"> <li>swim competently, confidently and proficiently over a distance of at least 25 metres</li> <li>use a range of strokes effectively</li> <li>perform safe self-rescue in different water-based situations (<b>Make a statement that that this information is not available due to school closure- COVID 19</b>)</li> </ul> </li> </ul>

<b>NEW!</b>	<b>Coronavirus (COVID-19) catch-up premium</b>
	<p>If your school gets the coronavirus (COVID-19) catch-up premium grant in academic year 2020 to 2021, you should publish details of:</p> <ul style="list-style-type: none"> <li>• how it is intended that the grant will be spent</li> <li>• how the effect of this expenditure on the educational attainment of those pupils at the school will be assessed</li> </ul>
	<b>Special educational needs (SEN) report.</b>
	<p>If your school is a maintained school, then your governing body must publish a report on the school's policy for pupils with SEN, the Local Offer and the SEN information report. You can find details of what you must include in <a href="#">schedule 1 of the Special Educational Needs and Disability Regulations 2014</a>, and <a href="#">section 6 of the Special educational needs and disability code of practice: 0 to 25 years</a>.</p>
	The report must comply with:
	<ul style="list-style-type: none"> <li>• <a href="#">section 69(2) of the Children and Families Act 2014</a></li> <li>• <a href="#">regulation 51</a> and <a href="#">schedule 1 of the Special Educational Needs and Disability Regulations 2014</a></li> </ul>
	The report must include details of:
	<ul style="list-style-type: none"> <li>• your school's admission arrangements for pupils with SEN or disabilities</li> <li>• the steps you have 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 your governing body has written in compliance with <a href="#">paragraph 3 of schedule 10 to the Equality Act 2010</a> for: <ul style="list-style-type: none"> <li>○ increasing the extent to which disabled pupils can participate in the school's curriculum</li> <li>○ improving the physical environment of the school for the purpose of increasing the extent to which disabled pupils are able to take advantage of education and benefits, facilities and services provided or offered by the school</li> <li>○ improving the delivery to disabled pupils of information which is readily accessible to pupils who are not disabled</li> </ul> </li> </ul>
	<b>Equality Objectives</b>
	<p>As public bodies, academies and free schools must comply with the <a href="#">public sector equality duty</a>. This means you have to:</p>
	<ul style="list-style-type: none"> <li>• publish details of how your school is complying with the <a href="#">public sector equality duty</a> - you should update this every year</li> <li>• publish your school's equality objectives - you should update this at least once every 4 years</li> </ul>
	<p>You need to include details of how your school is:</p> <ul style="list-style-type: none"> <li>• eliminating discrimination (see the Equalities Act 2010)</li> <li>• improving equality of opportunity for people with protected characteristics</li> <li>• consulting and involving those affected by inequality in the decisions your school or college takes to promote equality and eliminate discrimination (affected people could include parents, pupils, staff and members of the local community)</li> </ul> <p><a href="https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/315587/Equality_Act_Advice_Final.pdf">https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/315587/Equality_Act_Advice_Final.pdf</a></p>
	<b>Charging and remissions policies</b>
	<p>You must publish your school's charging and remissions policies. The policies must include details of:</p>
	<ul style="list-style-type: none"> <li>• the activities or cases for which your school will charge pupils' parents;</li> <li>• the circumstances where your school will make an exception on a payment you would normally expect to receive under your charging policy.</li> </ul>
	<b>Values and ethos</b>
	<p>Your website should include a statement of your school's ethos and values.</p>
	<b>The school's complaints procedures</b>
	<p>Your website should include details of your complaints procedure and a copy of your up to date policy. You must also publish any arrangements for handling complaints from parents of children with special educational needs and about the support the school provides.</p>

<b>Financial Arrangements</b>	
	how many school employees (if any) have a gross annual salary of £100,000 or more in increments of £10,000 - <i>we recommend using a table to display this</i>
	a link to the webpage which is dedicated to your school on the <a href="#">schools financial benchmarking</a> service.
<b>Time for Union officials</b>	
	Details of the amount of time off taken by staff who are union officials **  ** Applicable to foundation and voluntary aided schools, where they have more than 49 FTE employees (for community and voluntary controlled schools, the responsibility to publish this lies with the local authority as the employer)

**Requests for copies:** If a parent requests a paper copy of the information on your school's website, you must provide this free of charge.

**Additional best practice information:**

You may wish to publish:

- Current whole school staff list
- Individual class pages
- Policy referring to provision for children in care and children previously in care

**Is the website easy to navigate and use as an external stakeholder?**

**Consider removing information that is out of date and no longer useful to 'your audience'**