



SLINGSBY SCHOOL

PUBLICATION SCHEME

Date for Review

February 2023

This publication scheme conforms to the model scheme for schools approved by the Information Commissioner's Office (ICO) in line with the Freedom of Information Act 2000.

The publication scheme guides you to information which we currently publish (or have recently published) or which we will publish in the future. This is split into these broad category areas:

- *School Prospectus* – information published in the school prospectus.
- *Governors' Documents* – information published in governing body documents.
- *Pupils & Curriculum* – information about policies that relate to pupils and the school curriculum.
- *School Policies and other information related to the school* - information about policies that relate to the school.

School Prospectus – this section sets out information published in the school prospectus.

Class	Description
School Prospectus	<p>The statutory contents of the school prospectus are as follows, (other items may be included in the prospectus at the school's discretion):</p> <ul style="list-style-type: none">• the name, address and telephone number of the school, and the type of school• the names of the head teacher and chair of governors• information on the school policy on admissions• school structure• information about the school's policy on providing for pupils with special educational needs (SEN)• roll and rates of pupils' authorised and unauthorised absences• National Curriculum assessment results for appropriate Key Stages, with national summary figures• the arrangements for visits to the school by prospective parents• after school clubs and extra-curricular activities

Information relating to the governing body - This section sets out information published in governing body documents.

Class	Description
Instrument of Government	<p>The name of the school</p> <p>The school's ethos statement</p> <p>The fact that the school is a voluntary aided school and the diocese or religious order which are its trustees</p> <p>The name of the governing body</p> <p>The manner in which the governing body is constituted</p> <p>The term of office of each category of governor if less than 4 years</p> <p>The name of anybody entitled to appoint any category of governor</p> <p>The date the instrument takes effect</p>
Minutes of meeting of the governing body and its committees	<p>Agreed minutes of meetings of the governing body <i>[current and last full academic school year]</i></p>

Pupils & Curriculum Policies - This section gives access to information about policies that relate to pupils and the school curriculum.

Class	Description
Policies for Pupils, Parents/Carers and Curriculum	<p>All our Home School Agreements which are provided to every family upon joining the school to include but not limited to:</p> <ul style="list-style-type: none">• School Attendance• Educational visits• Use of photographs• Responsible use of the internet policy• Social networking policy• Use of mobile telephones policy• Unavoidable closure of school form• Home-School Partnership Agreement• Parent Code of Conduct Agreement• Abusive & Threatening Behaviour Home-School Agreement• Parental Involvement policy <p>Please see the Policies tab and Key Information tabs on our website for pupil and curriculum related policies and information.</p> <p>Please see our Curriculum tab on our website to view our Statement of Intent and Curriculum Statements.</p>

School Policies and other information related to the school- This section give access to information which relates to the school in general, but is not an exhaustive list.

Class	Description
Published reports of Ofsted referring expressly to the school	Inspection report of the last inspection of denominational education of the school Published report of the last Ofsted inspection of the school and the summary of the report
Post-Ofsted inspection action plan	A plan setting out the actions required following the last inspection of denominational education A plan setting out the actions required following the last Ofsted inspection
Charging & Remissions Policies	A statement of the school's policy with respect to charges and remissions for any optional extra or board and lodging for which charges are permitted, for example school publications, music tuition, trips
Safe Use of ICT	Policies setting out the school's commitment to safe use of internet technology.
Health & Safety Policy & risk assessments & First Aid	Statement of general policy with respect to health and safety at work of employees (and others) and the organisation and arrangements for carrying out the policy

Safeguarding	Policies adopted to ensure Safeguarding procedures are followed
Staff Recruitment, Conduct, Discipline and Grievance	Procedures adopted by the governing body relating to the conduct and performance of staff
Curriculum circulars & statutory instruments	Any statutory instruments, departmental circulars and administrative memoranda sent by the Department of Education and Skills to the head teacher or governing body relating to the curriculum.
School session times and term dates	Details of school session and dates of school terms and holidays
Data Protection	Policies, Asset Register and Privacy Statements adopted in accordance with GDPR
Freedom of Information	How we deal with Requests for Information
Newsletters and Home Learning	Weekly updates to pupils and parents regarding events and giving notices

Complaints	Policy for dealing with complaints
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If you require a paper version of any of the documents within the scheme, please contact the school office by:

Telephone – 01653 628370

Email - admin@slingsby.n-yorks.sch.uk

Letter – Slingsby CP School, The Green, Slingsby, York YO62 4AL.

To help us process your request quickly, please clearly mark any correspondence “PUBLICATION SCHEME REQUEST”