



Freedom of Information Publication Scheme

This is a list of information we hold. Not all will be released as part of an FoI request. All requests will be considered in line with our policy and obligations.

Information, structure, locations and contacts (Current information only)		
Information available	How the information can be obtained	Charge
Who's who in St Modwen's Catholic Primary School	School Website	No charge
Governing body – names and contact details of the governors and the basis of their appointment	School Website	No charge
Instrument of Government –Funding Agreements	DfE website	No charge
Staffing structure	School Website	No charge
School Session times, term dates and holidays	School Website	No charge
Location & Contact information – address, telephone numbers & website	School Website	No charge
Contact details for the Principal and the Governing Body	School Website	No charge
School Prospectus	School Website	No charge



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Financial information relating to projected and actual income and expenditure, procurement, contracts and financial audit

(Minimum of current and the previous two years financial year)

Information available	How the information can be obtained	Charge
Pupil Premium Strategy, Catch-up Funding Strategy and Sports Premium Plan	School website	No charge
Details of capital funding allocated to the school along with information on related building projects and other capital projects or sources of funding for current year	Electronic copy through request to office@st-modwens.staffs.sch.uk	No charge
Procurement and contracts, subject to the commercial/confidential public interest test	Electronic copy through request to office@st-modwens.staffs.sch.uk	No charge
Pay Policy – statement on general procedures	Hard copy, school website	Schedule of charges
Staff grading and structure	Hard copy	Schedule of charges
Governors' allowances – details if allowances/expenses that can be claimed/incurred	Hard copy, school website	Schedule of charges
Annual financial statements, capital funding and income generation for prior years – <i>only applicable for Trust schools</i>	Hard copy and on School website	No charge
Statutory Accounts <i>only applicable for Trust schools</i>	Trust/ Companies House website	No charge



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Strategies and plans, performance indicators, audits, inspections and reviews

Current information as a minimum

Information available	How the information can be obtained	Charge
School Profile -Government supplied data -Latest OFSTED report – summary and full report -Examination results	DfE Website Ofsted website School website School website	Schedule of charges No charge No charge
Performance Management policy and procedures	Hard copy & School Website	No charge
Future plans	Hard copy & School Website	No charge
Safeguarding policies and procedures	Hard copy & School Website	No charge

Decision making processes and records of decisions

Current and previous three years as a minimum

Information available	How the information can be obtained	Charge
Admissions policy and decisions (not individual decisions)	School website	No charge
Governing Board meeting agendas and minutes – (this will exclude information that is properly regarded as confidential to the meeting)	Hard copy	Schedule of charges



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Current written protocols, policies and procedures for delivery our services and responsibilities

Current information as a minimum

Information available	How the information can be obtained	Charge
Policies including: <ul style="list-style-type: none"> • Charging and remission policy • Health & Safety and Risk Assessment • Complaints procedure • Staff, discipline, grievance, pay and conduct Policies Staffing structure implementation plan • Equal Opportunities policies – including equality & diversities Staff Recruitment & Selection policies • Child Protection Policy 	Hard copy & School website	No charge
Pupil and curriculum policies including: <ul style="list-style-type: none"> • Home School Agreement • Curriculum Policy • Sex Education Policy • Special Needs Educational Policy/Information Report • Accessibility Policy 	Hard copy & School website	No charge
Pupil and curriculum policies including: (cont'd) <ul style="list-style-type: none"> • Equality Policy • Education Policy • Pupil Behaviour, Discipline Exclusion Policy 	Hard copy & School website	No charge
Charging Regimes and policies: includes details of any statutory charging regimes – charges made for information routinely published. Clearly stating what costs are to be recovered, the basis on which they are made and how they are calculated.	Hard copy & School website	No charge



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Lists and Registers only		
Information available	How the information can be obtained	Charge
Curriculum circulars and statutory instruments	Hard copy	Schedule of charges
Disclosure Logs	In school, GoGDPR IT system	Schedule of charges
Asset Register	In school, electronic IAM Compliant system	Schedule of charges
Any information the Trust are currently legally required to hold in publicly available registers	Hard copy	Schedule of charges
Information services		
Currently information only		
Information available	How the information can be obtained	Charge
Extra-curricular activities, Wraparound Care Services	School website	No charge
School publications	School website	No charge
Services for which the school is entitled to recover a fee, together with those fees	School website	No charge
Leaflets, booklets and newsletters	School website	No charge

Reviewed for Academic Year 22/23

Date: 30.8.2022