Website Compliance Checklist

It is a requirement for schools and academies to publish certain information on their websites, and Local Governing Committees have responsibility for ensuring that this information is correct and up to date.

Please complete the checklist below to ensure that your school is fully compliant.

Academy: …………Great Marsden St John's……………………………………………………………………………

Completed By: ………Fran Brown (TGO)………………………………………………………………………….

Date: ……………18.01.24…………………………………………………………………………………………….

This checklist is based on the following guidance from the Department for Education (DfE), the Education and Skills Funding Agency (ESFA), and legislation:

- The DfE's guidance on what academies, free schools and colleges should publish online
- The ESFA's PE and sport premium conditions of grant 2021 to 2022 for academies
- The Academy Trust Handbook
- School Admissions Code
- Get help with remote education: Statutory obligations and expectations
- Careers guidance and access for education and training providers
- Technical and Further Education Act 2017
- The Trade Union (Facility Time Publication Requirements) Regulations 2017
- The Relationships Education, Relationships and Sex Education and Health Education (England) Regulations 2019

In addition to the requirements in the checklist, schools also need to make the following information publicly available, which your school can do by putting it up on their website:

Child protection policy – the DfE states that if your school doesn't put their child protection policy on their website, it must provide a paper copy on request

Freedom of information publication schemes – your school must make certain information publicly available as part of the 'publication schemes' it's required to have under the Freedom of Information Act 2000

SCHOOL CONTACT DETAILS	PRIMARY	SECONDARY	CORRECT ON WEBSITE?

			✓
School name	●	●	✓
Postal address	●	●	✓
Telephone number	●	●	✓
Name of person who deals with enquiries	●	●	✓
Name of the Headteacher	●	●	✓
Name and details of your school's special educational needs co-ordinator (SENCO)	●	●	✓
If the school's owner is **an individual**: • Full name and telephone number (use a school/trust number, to avoid publishing their personal one, in line with the UK GDPR) If the owner is a **group or organisation**: • Address and telephone number of its office	●	●	✓
The following details for your trust:* • Name of the academy trust • Company number of the trust • Registered office address of the trust • Part of the UK the trust is registered, i.e. 'England and Wales'	●	●	✓

* This is a publishing requirement for your trust website, and the same regulations that require this say this should be displayed at any of its other 'business locations'

POLICIES AND OTHER INFORMATION	PRIMARY	SECONDARY	CORRECT ON WEBSITE? ✓
Behaviour policy	●	●	✓
Statement of values and ethos	●	●	✓
Charging and remissions policy	●	●	✓
Complaints policy (including any arrangements for handling complaints from parents of children with special educational needs and disabilities (SEND) about the support provided by the school)	●	●	✓ - Review date September 22

Whistle-blowing policy	●	●	✓
Uniform policy	●	●	✓
A link to or copy of your most recent Ofsted report	●	●	✓
Equality objectives (update at least every 4 years)*	●	●	✓ - within Public Equality Statement
Details of how you comply with the public sector equality duty (update annually)*	●	●	✓ for 2021-22 so needs updating
A link to the school and college performance tables service and your school's performance tables page	●	●	✓
Provider access policy statement (applicable to all schools with pupils in years 8 to 13)		●	N/A
Details of the amount of time off taken by staff who are union officials **	●	●	On Cidari website
Gender pay gap information ***	●	●	On Cidari website
A modern slavery act statement ****	●	●	On Cidari website
A written statement of your relationships and sex education (RSE) policy*****	●	●	✓

* The Equality Act 2010 advice for schools provides information as to how your school can demonstrate compliance, for example, including details of how your school is:

- ○ Eliminating discrimination (see the Equality Act 2010)

- ○ Advancing equality of opportunity – between those who share a protected characteristic and those who don't

- ○ Consulting and involving those affected by inequality, in the decisions it's taking to promote equality and eliminate discrimination

** It's the employer's responsibility to publish this information. So, if you're in a single academy trust, your school would publish it, and if you're part of a multi-academy trust (MAT), you should speak to your trust, as it'll be responsible for this. An employer only needs to publish this if they have more than 49 full-time equivalent employees for any 7 months of a financial year, as set out in legislation

*** If your trust has 250 employees or more on the snapshot date, it'll need to publish this information as an employer. Find out more here

**** Required for trusts with a turnover of £36 million or more. If you're in a single-academy trust, your school would publish it. If you're part of a MAT, speak to your trust, as it will be responsible for this

***** This requirement is outlined in section 12 of the Relationships Education, Relationships and Sex Education and Health Education (England) Regulations 2019. We clarified with the DfE what the written

statement should contain, and it said the statement should contain the same information as the school's RSE policy

SPECIAL EDUCATIONAL NEEDS (SEN) INFORMATION REPORT*	PRIMARY	SECONDARY	CORRECT ON WEBSITE? ✓
The SEN information specified in Schedule 1 of the Special Educational Needs and Disability Regulations 2014	●	●	✓
Information as to: • Your school's admission arrangements for pupils with disabilities • The steps it has taken to prevent pupils with disabilities from being treated less favourably than other pupils • The facilities it provides to help pupils with disabilities to access the school • Your school's accessibility plan**	●	●	✓

* Update annually and as soon as possible when any changes occur

** Your school's SEN information report should mention your accessibility plan and confirm that it covers these 3 areas (it's not a requirement for the plan itself to be published on your website – though, as always, check your funding agreement):

- Increasing the extent to which pupils with disabilities can participate in the school's curriculum

- Improving the school's physical environment to increase the extent to which pupils with disabilities can take advantage of the education, benefits, facilities or services provided or offered by the school

- Improving the delivery to pupils with disabilities of information that is readily accessible to pupils without disabilities

CURRICULUM	PRIMARY	SECONDARY	CORRECT ON WEBSITE? ✓
For each academic year, the content of the curriculum for each subject (including RE even if it's taught as part of something else)	●	●	✓

The school's approach to the curriculum*	●	●	✓
Details of how to obtain additional information on the curriculum	●	●	✓
Details of your remote learning provision	●	●	✓
Key Stage (KS) 1: the names of any phonics or reading schemes in operation	●		✓
Key Stage (KS) 4: a list of courses available to pupils, including GCSEs		●	N/A
Post-16: the 16 to 19 qualifications your school offers and how it meets the 16 to 19 study programme requirements		●	N/A

* Your school's approach to the curriculum **should** also include how it's complying with its duties in the Equality Act 2010 and the Special Educational Needs and Disability Regulations 2014 about making the curriculum accessible for those with disabilities or SEN

ADMISSIONS	MAINSTREAM ACADEMIES	CORRECT ON THE WEBSITE? ✓
Your school's admission arrangements (which it should publish for the whole of the school year in which offers for places are made)	●	✓
Appeals timetable (to be published by 28 February each year, see here for what this timetable must include)	●	✓
Your oversubscription criteria (including the order in which they will be applied)	●	✓
How your school will deal with in-year applications for the following school year, by 31 August each year, including: • An application form (if your governing board manages in-year admissions) • Information about where to find details of the in-year admission scheme (if you manage this through your LA) • Any supplementary information	●	✓

During any consultation on changes to admission arrangements (where applicable): - A copy of the full proposed admission arrangements, including the proposed published admission number (PAN) - Details of the person to whom comments may be sent - The areas on which comments are not sought	●	N/A

Note for schools in multi-academy trusts: the School Admissions Code explains that it's the admissions authority (i.e. your trust) that must publish the information above. However, the DfE confirmed that this information must be published on your **school** website as this is where parents are most likely to look for this information. It confirmed that the information **can** be published on the trust website. We recommend that it is, in case parents come to the trust site to look for this information)

PUPIL PREMIUM & RECOVERY PREMIUM STRATEGY STATEMENT	PRIMARY	SECONDARY	CORRECT ON WEBSITE? ✓
Details of how the pupil premium was spent in the previous academic year	●	●	✓
The impact of the previous year's expenditure (if your school is having difficulty reporting on this as a result of coronavirus, you can monitor and report on your grant's impact at the end of the current financial year. It'll need to cover the whole period since September 2019)	●	●	✓
Amount of pupil premium allocation for the current year	●	●	✓
A summary of the main barriers to achievement faced by eligible pupils at the school	●	●	✓
How the grant will be spent to address those barriers and the reasoning behind that approach	●	●	✓
How the impact will be measured	●	●	✓
The date of the next review of the pupil premium strategy	●	●	✓

PE AND SPORT PREMIUM (PRIMARY AGED PUPILS)	PRIMARY	SECONDARY	CORRECT ON WEBSITE? ✓
How much funding your school received	●		✓
Details of how your school has spent or will spend the funding	●		✓
The impact of the funding on pupils' PE and sport participation and attainment	●		✓
How your school will make sure these improvements are sustainable	●		✓
The percentage of pupils within your school's year 6 cohort that can do each of the following: • Swim competently, confidently and proficiently over a distance of at least 25 metres • Use a range of strokes effectively • Perform safe self-rescue in different water-based situations	●		✓

SUMMER SCHOOL FUNDING*	PRIMARY	SECONDARY	CORRECT ON WEBSITE? ✓
How much funding your school received		●	N/A
Details of how your school spent the funding		●	N/A

* This only applies to summer schools funded under the DfE's programme, as explained here. Note that affected schools **must** publish 'brief details' and this **should** include the 2 things detailed above

CAREERS PROGRAMME INFORMATION (YEARS 8 TO 13 ONLY)	PRIMARY	SECONDARY	CORRECT ON WEBSITE? ✓
The name, email address and telephone number of your careers leader (use a school/trust number, to avoid publishing their personal one, in line with the UK GDPR)		●	
A summary of the careers programme, including		●	

details of how pupils, parents, teachers and employers may access information about the careers programme			
Details of how your school measures and assesses the impact of the careers programme on pupils		●	
The date of your school's next review of the information published		●	
Baker clause policy statement*		●	

* Read the statutory guidance for schools on careers guidance and access for education and training providers for details on what to include

KEY STAGE 2 (KS2) PERFORMANCE DATA	PRIMARY	SECONDARY	CORRECT ON WEBSITE? ✓
As the exam and assessment results for 2020/21 weren't published as performance measures, your school doesn't need to publish these. It must continue to publish its 2018/19 measures until new ones are published. It should clearly mark that these aren't current.			
Progress scores in reading, writing and maths	●		✓
% of pupils achieving at least the expected standard in reading, writing and maths	●		✓ DfE Link
% of pupils achieving a higher standard in reading, writing and maths	●		✓ DfE Link
Average scaled scores in reading and maths	●		✓ DfE Link

KS4 PERFORMANCE DATA	PRIMARY	SECONDARY	CORRECT ON WEBSITE? ✓
As the exam and assessment results for 2019/20 and 2020/21 weren't published as performance measures, your school doesn't need to publish these. It must continue to publish its 2018/19 measures until new ones are published. It should clearly mark that these aren't current.			
Progress 8 score		●	n/a
Attainment 8 score		●	

	PRIMARY	SECONDARY	CORRECT ON WEBSITE?
% of pupils achieving a grade 5 or above in GCSE English and maths		●	
% of pupils entering the English Baccalaureate (EBacc)		●	
% of pupils staying in education or employment after KS4		●	

GOVERNANCE AND FINANCIAL INFORMATION*	PRIMARY	SECONDARY	CORRECT ON WEBSITE? ✓
The structure and remit of the members, board of trustees, its committees and local governing bodies, and the full names of the chair of each	●	●	✓ on Cidari website
Current memorandum of association	●	●	✓ on Cidari website
Articles of association	●	●	✓ on Cidari website
Funding agreement	●	●	✓ on Cidari website
Annual audited accounts (at least 2 years' worth of accounts should remain on the trust website)**	●	●	✓ on Cidari website
Annual report	●	●	✓ on Cidari website
Register of interests for the accounting officer	●	●	✓ on Cidari website
Notice to improve (if issued with one from the ESFA)***	●	●	N/a
The amount paid by the trust for someone's work who has an off-payroll arrangement, where the payment exceeds £100,000	●	●	✓ on Cidari website
Number of employees (and payees with off-payroll arrangements) whose benefits exceed £100k, in £10k bandings, and as an extract of your school's financial statements for the previous year that ended on 31 August	●	●	✓ on Cidari website

* This information **must** be published by the trust, so ensure there is a link to the Governance section of the Cidari website on the school's Governance page

** Constituent academies within Cidari should include a prominent link on their website to the accounts published on the trust's website

*** This must be published within 14 days of being issued and your school can take this down when the ESFA lifts it

GOVERNOR DETAILS*	MEMBER**	TRUSTEE**	LOCAL GOVERNOR	CORRECT ON WEBSITE? ✓
Full name	●	●	●	✓
Term of office		●	●	✓ in Governing Committee information document
Date of appointment	●	●	●	✓
Date they stepped down (where applicable)	●	●	●	✓
Who appointed them		●	●	✓
Register of business and pecuniary interests, including governance roles in other educational institutions	●	●	●	✓
Attendance record at governing board/ local governing body/ committee meetings over the last academic year		●	●	✓

* For anyone serving at any point over the last 12 months. As above, this information **must** be published by the trust, so if you're in a MAT you should check with your trust

** Details are published on the Cidari website, here: https://www.cidarieducation.co.uk/governance

Further Actions

Link to photo gallery under 'Academy Life' is broken. Also Extra Curricular Activities section under Academy Life is blank

Governance

Updated table with LGC info, including attendance info for all LGC meetings 2022-23 attached.

Also, consider adding the following to the Governance page to make it clear that certain information is available through the Trust website:

Trust Governance Information

The following information can be found on our Trust's website, here:
https://www.cidarieducation.co.uk/governance

- The structure and remit of the Members, Board of Trustees and Local Governing Committees, including the names of the Chair of each

- Current Memorandum of Association

- Articles of Association

- Funding Agreement

- Annual Audited Accounts

- Annual Report (within annual accounts)

- Register of Interests for the Accounting Officer

- Number of employees whose benefits exceed £100K (within annual accounts)

- Details of the amount of time off taken by staff who are Union officials (within annual accounts)

- Gender Pay Gap information