



## Published Guide to Information Rivacre Valley Primary School

Information	How the information can be obtained	Cost
<b>Class one: Who we are and what we do (organisational information, structures and contacts) (current information only)</b>		
Who's who in the school	<a href="https://rivacrevalleyprimary.co.uk/page/staff/51266">https://rivacrevalleyprimary.co.uk/page/staff/51266</a> Hard Copy available on request	Free 5p per page (B&W copy only)
Who's who on the Governing Body and the basis for appointment	<a href="https://rivacrevalleyprimary.co.uk/page/governors/51305">https://rivacrevalleyprimary.co.uk/page/governors/51305</a> Hard Copy available on request	Free 5p per page (B&W copy only)
Instrument of Government / Articles of Association	Hard Copy available on request	Free 5p per page (B&W copy only)
Contact Details for the head teacher and for the Governing Body via the school (named contacts where possible)	<a href="https://rivacrevalleyprimary.co.uk/">https://rivacrevalleyprimary.co.uk/</a> (Head teacher) <a href="https://rivacrevalleyprimary.co.uk/page/governors/51305">https://rivacrevalleyprimary.co.uk/page/governors/51305</a> (Governors)	Free 5p per page (B&W copy only)

	Hard Copy available on request	
Staffing structure	Staff pay policy available on request	5p per page (B&W copy only)
School session times and term dates	<a href="https://rivacrevalleyprimary.co.uk/page/term-dates/51224">https://rivacrevalleyprimary.co.uk/page/term-dates/51224</a> Hard Copy available on request	Free 5p per page (B&W copy only)
Address of school and contact details, including email address	<a href="https://rivacrevalleyprimary.co.uk/">https://rivacrevalleyprimary.co.uk/</a> Hard Copy available on request	Free 5p per page (B&W copy only)
<b>Class two: what we spend and how we spend it (financial information relating to projected and actual income and expenditure, procurement, contracts and financial audit) (current and previous financial year, as a minimum)</b>		
Annual budget plan and financial statements	Hard copy: available upon request - contact school	5p per page (B&W copy only)
Capital funding	Hard copy: available upon request - contact school	5p per page (B&W copy only)
Financial audit reports	Hard copy: available upon request - contact school	5p per page (B&W copy only)

Details of expenditure items over £2000 – published at least annually but at a more frequent quarterly or six-monthly interval where practical	Hard copy: available upon request - contact school	5p per page (B&W copy only)
Procurement and contracts the school has entered into, or information relating to / a link to information held by an organisation which has done so on its behalf (for example, a local authority or diocese)	Hard copy: available upon request - contact school	5p per page (B&W copy only)
Pay policy	Hard copy: available upon request - contact school	5p per page (B&W copy only)
Staff allowances and expenses that can be incurred or claimed, with totals paid to individual senior staff members (Senior Leadership Team or equivalent, whose basic actual salary is at least £60,000 per annum) by reference to categories	Hard copy: available upon request - contact school	5p per page (B&W copy only)
The DfE require all LA maintained schools to publish annually on their websites the number of individuals (if any) earning over £100K in £10K bandings (1 Jan 2021).	<a href="https://rivacrevalleyprimary.co.uk/page/finance/91835">https://rivacrevalleyprimary.co.uk/page/finance/91835</a> Hard copy: available upon request - contact school	Free 5p per page (B&W copy only)
Governors' allowances that can be incurred or claimed, and a record of total payments made to individual governors.	Hard copy: available upon request - contact school	5p per page (B&W copy only)

Class three: what our priorities are and how we are doing (strategies and plans, performance indicators, audits, inspections and reviews) (current information, as a minimum)		
<p>School profile (if any)</p> <p>And in all cases:</p> <ul style="list-style-type: none"> <li>• performance data supplied to the English Government or a direct link to the data</li> <li>• the latest Ofsted report</li> <li>• post-inspection action plan</li> </ul>	<p><a href="https://rivacrevalleyprimary.co.uk/https://rivacrevalleyprimary.co.uk/page/school-prospectus/51247">https://rivacrevalleyprimary.co.uk/https://rivacrevalleyprimary.co.uk/page/school-prospectus/51247</a> Hard Copy available on request</p> <p><a href="https://rivacrevalleyprimary.co.uk/page/assessment-and-exam-results/51254">https://rivacrevalleyprimary.co.uk/page/assessment-and-exam-results/51254</a> Hard Copy available on request</p> <p><a href="https://rivacrevalleyprimary.co.uk/page/ofsted/51252">https://rivacrevalleyprimary.co.uk/page/ofsted/51252</a></p> <p><a href="https://rivacrevalleyprimary.co.uk/page/development-plan/51250">https://rivacrevalleyprimary.co.uk/page/development-plan/51250</a> Hard copy: available upon request - contact school</p>	<p>Free</p> <p>5p per page (B&amp;W copy only)</p>
Performance management policy and procedures adopted by the governing body	Hard copy: available upon request - contact school	
Performance data or a direct link to it	<p><a href="https://rivacrevalleyprimary.co.uk/page/assessment-and-exam-results/51254">https://rivacrevalleyprimary.co.uk/page/assessment-and-exam-results/51254</a></p> <p>Hard copy: available upon request - contact school</p>	<p>Free</p> <p>5p per page (B&amp;W copy only)</p>
The school's future plans; for example, proposals for and any consultation on the future of the school, such as a change in status	Hard copy: available upon request - contact school	5p per page (B&W copy only)

Safeguarding and child protection	<a href="https://rivacrevalleyprimary.co.uk/page/safeguarding/51313">https://rivacrevalleyprimary.co.uk/page/safeguarding/51313</a>	Free
<b>Class four: how we make decisions (decision making processes and records of decisions) (current and previous three years, as a minimum)</b>		
Admissions policy/ decisions (not individual admission decisions)	<a href="https://rivacrevalleyprimary.co.uk/page/admissions/51256">https://rivacrevalleyprimary.co.uk/page/admissions/51256</a>	Free
Agendas and minutes of meetings of the governing body and its committees (N.B. this will exclude information that is properly regarded as private to the meetings)	<a href="https://rivacrevalleyprimary.co.uk/page/minutes-of-meetings/51307">https://rivacrevalleyprimary.co.uk/page/minutes-of-meetings/51307</a>  Hard copy: available upon request - contact school	Free  5p per page (B&W copy only)
<b>Class five: our policies and procedures (current written protocols, policies and procedures for delivering our services and responsibilities) (current information only; as a minimum these must include policies, procedures and documents that the school is required to have by statute or by its funding agreement or equivalent, or by the English government. These will include policies and procedures for handling information requests)</b>		
Records management and personal data policies, including: • information security policies • records retention, destruction and archive policies • data protection (including information sharing policies)	<a href="https://rivacrevalleyprimary.co.uk/page/school-policies/51248">https://rivacrevalleyprimary.co.uk/page/school-policies/51248</a>  Hard copy: available upon request - contact school	Free  5p per page (B&W copy only)
Charging regimes and policies This should include details of any statutory charging regimes. Charging policies should include charges made for information	<a href="https://rivacrevalleyprimary.co.uk/page/school-policies/51248">https://rivacrevalleyprimary.co.uk/page/school-policies/51248</a>  Hard copy: available upon request - contact school	Free

routinely published. They should clearly state what costs are to be recovered, the basis on which they are made and how they are calculated. If the school charges a fee for re-licensing the use of datasets, it should state in its guide how this is calculated (please see 'How to complete the Guide to information').		5p per page (B&W copy only)
<b>Class six: lists and registers (currently maintained lists and registers only; this does not include the attendance register)</b>		
Curriculum circulars and statutory instruments	<a href="https://www.gov.uk/government/publications/national-curriculum-in-england-framework-for-key-stages-1-to-4">https://www.gov.uk/government/publications/national-curriculum-in-england-framework-for-key-stages-1-to-4</a> <a href="https://www.gov.uk/government/publications/early-years-foundation-stage-framework--2">https://www.gov.uk/government/publications/early-years-foundation-stage-framework--2</a>	Free
Disclosure logs	Inspection only – contact school	N/A
Asset register	Inspection only – contact school	N/A
Any information the school is currently legally required to hold in publicly available registers	Inspection only – contact school	N/A
<b>Class seven: the services we offer (information about the services we offer, including leaflets, guidance and newsletters produced for the public and businesses) (current information only)</b>		
Extra-curricular activities	<a href="https://rivacrevalleyprimary.co.uk/page/clubs/51273">https://rivacrevalleyprimary.co.uk/page/clubs/51273</a>	Free
Out of school clubs	<a href="https://rivacrevalleyprimary.co.uk/page/clubs/51273">https://rivacrevalleyprimary.co.uk/page/clubs/51273</a>	Free
Services for which the school is entitled to recover a fee, together with those fees	<a href="https://rivacrevalleyprimary.co.uk/page/school-policies/51248">https://rivacrevalleyprimary.co.uk/page/school-policies/51248</a>	Free

School publications, leaflets, books and newsletters	<a href="https://rivacrevalleyprimary.co.uk/page/parents/51277">https://rivacrevalleyprimary.co.uk/page/parents/51277</a>	Free
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