

Frogmore Infant School Freedom of Information

All public authorities, including schools, are required under the Freedom of Information Act, to adopt a publication scheme that has been approved by the Information Commissioner.

Our school must adopt the ICO's model scheme and make it publicly available.

Click on the link below to view the model scheme:

<https://online.fliphtml5.com/cpzmr/ezfx/#p=1>

Schools should publish a guide to information alongside the publication scheme. This is shown below:

Information	How the information can be obtained	Cost
Class one: Who we are and what we do		
Who's who in the school	Website: https://www.frogmore-inf.hants.sch.uk Hard copy: available upon request- contact school office	Free 5p per page (hard copy)
Who's who in the governing body and the basis of their appointment	Website: https://www.frogmore-inf.hants.sch.uk Hard copy: available upon request- contact school office	Free 5p per page (hard copy)
Instrument of Government	Website: https://www.frogmore-inf.hants.sch.uk Hard copy: available upon request- contact school office	Free 5p per page (hard copy)
Contact details for Headteacher and the governing body	Website: https://www.frogmore-inf.hants.sch.uk Hard copy: available upon request- contact school office	Free 5p per page (hard copy)
Staffing structure	Website: https://www.frogmore-inf.hants.sch.uk Hard copy: available upon request- contact school office	Free 5p per page (hard copy)
School sessions and term dates	Website: https://www.frogmore-inf.hants.sch.uk Hard copy: available upon request- contact school office	Free 5p per page (hard copy)
Address of school and contact details, including email addresses	Website: https://www.frogmore-inf.hants.sch.uk Hard copy: available upon request- contact school office	Free 5p per page (hard copy)
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Class two: What we spend and how we spend it		
Annual budget and financial statements	Hard copy: available upon request- contact school office	5p per page (hard copy)
Capital funding	Hard copy: available upon request- contact school office	5p per page (hard copy)
Financial audit reports	Hard copy: available upon request- contact school office	5p per page (hard copy)
Pay Policy	Hard copy: available upon request- contact school office	5p per page (hard copy)
Governor allowances that can be incurred or claimed, and a record of total payments made to individual governors	Hard copy: available upon request- contact school office	5p per page (hard copy)
Class three: What are our priorities and how we are doing		
Ofsted report	Website: https://www.frogmore-inf.hants.sch.uk Hard copy: available upon request- contact school office	Free 5p per page (hard copy)
Post Ofsted action plan	Hard copy: available upon request- contact school office	5p per page (hard copy)
Performance management policy and procedures	Website: https://www.frogmore-inf.hants.sch.uk Hard copy: available upon request- contact school office	Free 5p per page (hard copy)
Performance data	Hard copy: available upon request- contact school office	5p per page (hard copy)
School's future plans	Hard copy: available upon request- contact school office	5p per page (hard copy)
Safeguarding and Child Protection	Hard copy: available upon request- contact school office	5p per page (hard copy)
Class four: How we make decisions		
All statutory policies	Website: https://www.frogmore-inf.hants.sch.uk Hard copy: available upon request- contact school office	Free 5p per page (hard copy)
Agendas and minutes of the governing body and its committees (this excludes information that is properly regarded as private to the meeting)	Hard copy: available upon request- contact school office	5p per page (hard copy)
Records management and personal data policies including: Retention guidelines Data protection	Hard copy: available upon request- contact school office	5p per page (hard copy)

Information	How the information can be obtained	Cost
Charging regimes and policies	Website: https://www.frogmore-inf.hants.sch.uk Hard copy: available upon request- contact school office	Free 5p per page (hard copy)
Class six: Lists and registers- this does not include the attendance register		
Curriculum circulars and statutory instruments	Hard copy: available upon request- contact school office	5p per page (hard copy)
Disclosure logs	Inspection only- contact school	Free
Asset register	Inspection only- contact school	Free
Any information the school is currently legally required to hold in publicly available registers	Inspection only- contact school	Free
Class seven: The services we offer		
Extra-curricular activities	Website: https://www.frogmore-inf.hants.sch.uk Hard copy: available upon request- contact school office	Free 5p per page (hard copy)
Out of school clubs	Website: https://www.frogmore-inf.hants.sch.uk Hard copy: available upon request- contact school office	Free 5p per page (hard copy)
School publications including newsletters, leaflets	Website: https://www.frogmore-inf.hants.sch.uk Hard copy: available upon request- contact school office	Free 5p per page (hard copy)

Schedule of charges:

Type of charge	Description	Basis of cost	Charge
Disbursement costs	Photocopying @ pence per sheet- black and white	Actual cost	5p sheet
	Photocopying @ pence per sheet- colour	Actual cost	Not available
	Postage	Actual cost of Royal Mail	According to current costs
Statutory fee	In accordance with relevant legislation		Not applicable