

Guide to Information Available from The Bishops' Blue Coat Church of England High School Under the Model Publication Scheme

Information to be Published (Please note this is intended as a guide only and is not an exhaustive list)	How the Information Can be Obtained	Cost
Class 1: Who we are and what we do (Organisation information, structures, locations, and contacts)		
Who's who in the school – Names of key personnel in the school	Hard copy: available from school upon request	5p per page
Who's who on the Governing Body and the basis of their appointment	https://bishopschester.co.uk/about/governance/	No charge
Articles of Association	https://bishopschester.co.uk/wp-content/uploads/2020/09/Memorandum-and-Articles-of-Association.pdf	No charge
Contact details for the Headteacher and members of the Governing Body (via school)	Available from school upon request	No charge
Staffing structure	Hard copy: available from school upon request	5p per page
School session times and term dates	https://bishopschester.co.uk/about/calendar/	No charge
School Prospectus	https://bishopschester.co.uk/flipbooks/the-bishops-blue-coat-high-school-prospectus/	No charge
Address of school and contact details including email address	https://bishopschester.co.uk/contact/	No charge
Class 2: 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		
Annual Report and Financial Statements (most recent and previous year)	https://bishopschester.co.uk/wp-content/uploads/2025/02/07570395-The-Bishops-Blue-Coat-Church-of-England-High-School-2324-FinStat.pdf	No charge
Capital Funding	Hard copy available from school upon request	5p per page
The amount of pupil premium funding the Trust receives and how it is spent	https://bishopschester.co.uk/about/pupil-premium-catch-up/	No charge
Procurement and contracts the school has entered into, or information relating to/a link to information held by an organization which has done so on its behalf) for example, a local authority or diocese)	Hard copy: available from school upon request	5p per page
Pay policy	Hard copy: available from school upon request	5p per page
Staffing, pay and grading structure. As a minimum the pay information should include salaries for senior staff (Senior Leadership Team_ in bands of £10.000; for more junior posts, by salary range.	Hard copy: available from school upon request	5p per page
Governors' allowances that can be incurred or claimed and a record of total payments made to individual governors	Hard copy: available from school upon request	5p per page
Class 3: What our priorities are and how we are doing (Strategies and plans, performance indicators, audits, inspections, and reviews)		
School profile	https://www.gov.uk/school-performance-tables https://bishopschester.co.uk/performance/ofsted/	No charges
- Performance data supplied to the English government or a direct link to the data		
- Latest Ofsted report		5p per page
- Post Inspection action plan	Hard copy: available from school upon request	5p per page
Appraisal policy and Procedures	Hard copy: available from school upon request	5p per page

Performance Data	https://bishopschester.co.uk/performance/	No charge
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 from school upon request	5p per page
Child Protection – policy and procedures in safeguarding and promoting the welfare of children	https://bishopschester.co.uk/about/policies-procedures/	No charge
SEND report	https://bishopschester.co.uk/life-in-our-church-school/send/	No charge
Class 4: How we make decisions (Decision making processes and record of decisions - current and previous three years minimum)		
Admissions Policy/ decisions (not individual admissions decisions)	https://bishopschester.co.uk/about/policies-procedures/	No charge
Agendas and minutes of the Governing Board and its sub committees (this will exclude information classified as 'confidential')	Hard copy: available from school upon request	5p per page
Class 5: Our policies and procedures (Current written protocols, policies and procedures for delivering our services and responsibilities)		
School Policies including: <ul style="list-style-type: none"> - Admissions Policy - Complaints Policy and Procedure - Equality and Diversity Policy - Accessibility Plan - Charging and Remissions Policy - Health and Safety Policy - Whistleblowing - Staff Disciplinary - Grievance Policy - Staff Code of Conduct - Staff Capability Policy - Early Careers Teacher Induction 	https://bishopschester.co.uk/about/policies-procedures/ Hard copy: available from school upon request Hard copy: available from school upon request Hard copy: available from school upon request Hard copy: available from school upon request Hard copy: available from school upon request	No charge No charge No charge No charge No charge No charge No charge 5p per page 5p per page 5p per page 5p per page 5p per page
Pupil and curriculum policies, including: <ul style="list-style-type: none"> - Anti-Bullying Policy - Attendance Policy - Behaviour For Learning Policy - Disadvantage Students Policy - Careers and work-related learning - Suspension and Exclusion Policy - Medical Conditions Policy - Safeguarding Children in Education Policy - Relationships, Sex and Health Education Policy - SEND Policy - Uniform Policy 	https://bishopschester.co.uk/about/policies-procedures/	No charge No charge No charge No charge No charge No charge No charge No charge No charge No charge No charge
Records management and personal data policies including: <ul style="list-style-type: none"> - Data protection - Freedom of Information – publication scheme 	https://bishopschester.co.uk/about/policies-procedures/	No charge No charge
Class 6: Lists and registers Currently maintained lists and registers only		
Any information the school is currently legally required to hold in publicly available registers (This does not include attendance registers)	Inspection only – contact school	No charge
Asset register	Inspection only – contact school	No charge
Disclosure logs	Inspection only – contact school	No charge
Class 7: The services we offer		

(information about the services we offer, including leaflets, guidance and newsletters produced for the public and businesses current information only)

Extra- curriculum activities and out of school clubs	https://bishopschester.co.uk/life-in-our-church-school/extra-curricular/	No charge
School publications, newsletters and leaflets	https://bishopschester.co.uk/life-in-our-church-school/headteachers-news/	No charge
Services for which the academy is entitled to recover a fee, together with those fees e.g. hiring academy facilities	Upon request	Free

Schedule of Charges

Type of Charge	Description	Basis of Charge	Charge
Disbursement Costs	Photocopying / printing @5 pence per sheet (black and white	Actual cost*	5 pence per sheet
	Photocopying / printing @5 pence per sheet (colour)	Actual cost*	Not available
	Postage	Actual cost of Royal Mail standard 2 nd class	87 pence
Statutory fee	In accordance with the relevant legislation		Not applicable