

## Information available from St Philip's under the model publication scheme

Information to be published	How you can obtain the information	Cost
<b>Class 1 - Who we are and what we do</b>		
Information about us; our structures, locations and contacts	<a href="https://stphilips-chessington.org/about_us/">https://stphilips-chessington.org/about_us/</a>	There is no charge for digital copies of information. A charge of 5p per page plus postage at cost may be made for paper copies of information.
Contact details for the Organisation, postal and email address, telephone number.	<a href="https://stphilips-chessington.org/contact/">https://stphilips-chessington.org/contact/</a>	
Principal's contact details	<a href="https://stphilips-chessington.org/contact/">https://stphilips-chessington.org/contact/</a>	
Who's who in the school	<a href="https://stphilips-chessington.org/about_us/the-team/">https://stphilips-chessington.org/about_us/the-team/</a>	
Who's who on the governing body / board of governors and selection criteria for appointment	<a href="https://stphilips-chessington.org/about_us/governors/">https://stphilips-chessington.org/about_us/governors/</a>	
Governing body's contact details	<a href="https://stphilips-chessington.org/contact/">https://stphilips-chessington.org/contact/</a>	
Instrument of Government / Articles of Association	<a href="https://www.ohcat.org/governance/ohc-statutory-information/">https://www.ohcat.org/governance/ohc-statutory-information/</a>	
School prospectus	<a href="https://stphilips-chessington.org/admissions/">https://stphilips-chessington.org/admissions/</a>	
School session times and term dates	<a href="https://stphilips-chessington.org/parents/term-dates/">https://stphilips-chessington.org/parents/term-dates/</a>	

<b>Class 2 – What we spend and how we spend it</b>		
Financial information about projected and actual income and expenditure, procurement, contracts and financial audit	<a href="https://www.ohcat.org/governance/ohc-statutory-information/">https://www.ohcat.org/governance/ohc-statutory-information/</a>  Please contact us for more information. Please mark all requests <b>Freedom of Information Request</b> <a href="https://www.ohcat.org/contact/">https://www.ohcat.org/contact/</a>	There is no charge for digital copies of information. A charge of 5p per page plus postage at cost may be made for paper copies of information.
Annual budget and financial statements		
Capital funding		
Financial Audits reports		
Details of expenditure items over £2000		
Staff pay		
Staff allowances and expenses that can be incurred or claimed, with totals paid to individual senior staff members		
Governors' allowances that can be incurred or claimed, and a record of total payments made to individual governors		
Procurement and contracts we have entered into		
Details of any premiums we receive such as Pupil premium.		

<b>Class 3 – What our priorities are and how we are doing</b>		
Strategies and plans, performance indicators, audits, inspections and reviews	<a href="https://www.ohcat.org/governance/ohcat-statutory-information/">https://www.ohcat.org/governance/ohcat-statutory-information/</a>	There is no charge for digital copies of information. A charge of 5p per page plus postage at cost may be made for paper copies of information.
Annual Report		
Latest reports from regulators (Ofsted) - Summary - Full report - Post-inspection action plan	<a href="https://stphilips-chessington.org/key-information/ofsted/">https://stphilips-chessington.org/key-information/ofsted/</a> <a href="https://stphilips-chessington.org/key-information/school_self_evaluation_form_sef/">https://stphilips-chessington.org/key-information/school_self_evaluation_form_sef/</a>	
Exam and assessment results	<a href="https://stphilips-chessington.org/key-information/exams-and-assessments/">https://stphilips-chessington.org/key-information/exams-and-assessments/</a>	
Performance tables	<a href="https://stphilips-chessington.org/key-information/performance-tables/">https://stphilips-chessington.org/key-information/performance-tables/</a>	
Careers programme information	<a href="https://stphilips-chessington.org/curriculum/career-guidance/">https://stphilips-chessington.org/curriculum/career-guidance/</a>	
The school's future plans e.g. proposals for and any consultation on the future of our school.		
School profile and performance data supplied to the English Government	<a href="https://stphilips-chessington.org/key-information/performance-tables/">https://stphilips-chessington.org/key-information/performance-tables/</a>	
Data Protection impact assessments (in full or summary format) or any other impact assessment (e.g. Health & Safety Impact Assessment, Equality Impact Assessments etc.), as appropriate and relevant	Please contact us for more information. Please mark all requests <b>Freedom of Information Request</b> <a href="https://www.ohcat.org/contact/">https://www.ohcat.org/contact/</a>	

<b>Class 4 – How we make decisions</b>		
Admissions policy and, where applicable, admission decisions	<a href="https://stphilips-chessington.org/admissions/">https://stphilips-chessington.org/admissions/</a>	There is no charge for digital copies of information. A charge of 5p per page plus postage at cost may be made for paper copies of information.
Agendas and minutes of meetings of the governing body and its committees, unless an exemption applies to the information or parts of it.	<a href="https://www.ohcat.org/governance/ohcat-statutory-information/">https://www.ohcat.org/governance/ohcat-statutory-information/</a>	
<b>Class 5 – Our policies and procedures</b>		
School policies and other documents, such as behaviour policy, anti-bullying policy, e-safety, values and ethos etc.	<a href="https://stphilips-chessington.org/key-information/policies/">https://stphilips-chessington.org/key-information/policies/</a>	There is no charge for digital copies of information. A charge of 5p per page plus postage at cost may be made for paper copies of information.
Safeguarding and child protection, including protecting children's personal data	<a href="https://stphilips-chessington.org/about_us/safeguarding/">https://stphilips-chessington.org/about_us/safeguarding/</a>	
Equality and Diversity	<a href="https://stphilips-chessington.org/about_us/equality-diversity/">https://stphilips-chessington.org/about_us/equality-diversity/</a>	
Policies and procedures relating to recruitment and human resources	Please contact us for more information. Please mark all requests <b>Freedom of Information Request</b> <a href="https://www.ohcat.org/contact/">https://www.ohcat.org/contact/</a>	
Special educational needs	<a href="https://stphilips-chessington.org/key-information/sen-information-report/">https://stphilips-chessington.org/key-information/sen-information-report/</a>	
Customer service and Complaints policies and procedures (inc. requests for information and operating the publication scheme)	<a href="https://stphilips-chessington.org/key-information/policies/">https://stphilips-chessington.org/key-information/policies/</a>	
Pay Policy	Please contact us for more information. Please mark all requests <b>Freedom of Information Request</b> <a href="https://www.ohcat.org/contact/">https://www.ohcat.org/contact/</a>	
Records management (Information security policies Records retention, destruction and archive policies) Data protection	<a href="https://stphilips-chessington.org/about_us/privacy-statement/">https://stphilips-chessington.org/about_us/privacy-statement/</a>	
Charging regimes and policies	<a href="https://stphilips-chessington.org/parents/">https://stphilips-chessington.org/parents/</a>	

<b>Class 6 – Lists and Registers</b>		
Curriculum circulars and statutory instruments	<a href="https://www.ohcat.org/governance/ohcat-statutory-information/">https://www.ohcat.org/governance/ohcat-statutory-information/</a>	There is no charge for digital copies of information. A charge of 5p per page plus postage at cost may be made for paper copies of information.
CCTV Details of the locations of any overt CCTV surveillance cameras operated by us or on our behalf	Please contact us for more information. Please mark all requests <b>Freedom of Information Request</b> <a href="https://www.ohcat.org/contact/">https://www.ohcat.org/contact/</a>	
Disclosure logs, i.e. information provided in response to FOIA/EIR requests		
Asset register and Information Asset register		
Any information we are currently legally required to hold in publicly available registers	<a href="https://www.ohcat.org/">https://www.ohcat.org/</a> <a href="https://stphilips-chessington.org/">https://stphilips-chessington.org/</a>	
<b>Class 7 – The services we offer</b> (some information may only be available by inspection)		
Extra-curricular activities	<a href="https://stphilips-chessington.org/parents/">https://stphilips-chessington.org/parents/</a>	There is no charge for digital copies of information. A charge of 5p per page plus postage at cost may be made for paper copies of information.
Out of school/academy clubs	<a href="https://stphilips-chessington.org/parents/">https://stphilips-chessington.org/parents/</a>	
Services for which we are entitled to recover a fee, together with those fees	<a href="https://stphilips-chessington.org/parents/">https://stphilips-chessington.org/parents/</a>	
Our publications, leaflets, books and newsletters	[link to 'letters/newsletters' page of website] <a href="https://www.ohcat.org/about_us/include-magazine/">https://www.ohcat.org/about_us/include-magazine/</a> <a href="https://www.ohcat.org/about_us/in-the-media/">https://www.ohcat.org/about_us/in-the-media/</a>	
<b>Additional Information</b>	<a href="https://orchardhill.ac.uk/">https://orchardhill.ac.uk/</a>	
Requests for paper copies of information and any information that is not itemised in the lists above	Please mark all requests <b>Freedom of Information</b> <a href="https://www.ohcat.org/contact/">https://www.ohcat.org/contact/</a>	