

Publication Scheme

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|---------------------|----------------------|--------------------|
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Class 1 - Who we are and what we do

| Information to be published. | How the information can be obtained | Cost |
|--|--|------|
| Who's who in the school | Staff – Morden Mount Primary School Full staff list available on request | Free |
| Who's who on the governing body / board of governors and the basis of their appointment | Governors – Morden Mount Primary School | Free |
| Instrument of Government and Articles of Association This details: | | |
| <ul style="list-style-type: none"> The name of the school | Morden Mount Primary School | Free |
| <ul style="list-style-type: none"> The category of the school | Local Authority Maintained | Free |
| <ul style="list-style-type: none"> The name of the governing body | Morden Mount Primary School | Free |
| <ul style="list-style-type: none"> The manner in which the governing body is constituted | By Instrument of Governance | Free |
| <ul style="list-style-type: none"> The term of office of each category of the governor is less than 4 years | Governors – Morden Mount Primary School | Free |
| <ul style="list-style-type: none"> The name of the body entitled to appoint a category of governor | Staff – elected by staff Parents – elected by parents LA – nominated by LA Co-opted – agreed by Governing Board | Free |
| <ul style="list-style-type: none"> The date the instrument took effect | 17 th December 2014 | Free |
| Contact details for the Executive Headteacher and for the governing body, via the school (named contacts where possible). | Governors – Morden Mount Primary School | Free |
| Staffing structure | Staff – Morden Mount Primary School Full staff list available on request | Free |
| School session times and term dates | School Timings – Morden Mount Primary School Term Dates – Morden Mount Primary School | Free |
| Address of school and contact details, including email address. | School website – contact details | Free |



Class 2 – What we spend and how we spend it

| Information to be published. | How the information can be obtained | Cost |
|--|---|------|
| Annual budget plan and financial statements | Hard copy available on request. See link below for more information. Morden Mount Primary School - Schools Financial Benchmarking - GOV.UK (schools-financial-benchmarking.service.gov.uk) | Free |
| Capital funding | Hard copy available on request. | Free |
| Financial audit reports | Hard copy available on request. | Free |
| 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 on request. | Free |
| 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 on request. | Free |
| Pay policy | Hard copy available on request. | Free |
| 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 on request. | Free |
| Staffing, pay and grading structure. As a minimum the pay information should include salaries for senior staff (Senior Leadership Team or equivalent as above) in bands of £10,000; for more junior posts, by salary range. | Financial Information — Morden Mount Primary School | Free |
| Governors' allowances that can be incurred or claimed, and a record of total payments made to individual governors. | Policies — Morden Mount Primary School | Free |



Class 3 – What our priorities are and how we are doing

| Information to be published. | How the information can be obtained | Cost |
|--|--|------|
| School profile: Performance data supplied to the English government The latest Ofsted report | See link below for attainment data. Morden Mount Primary School - Schools Financial Benchmarking - GOV.UK (schools-financial-benchmarking.service.gov.uk) See latest Ofsted Report . | Free |
| Performance management policy and procedures adopted by the governing body. | Hard copy available on request. | Free |
| Performance data or a direct link to it | See link below for attainment data. Morden Mount Primary School - Schools Financial Benchmarking - GOV.UK (schools-financial-benchmarking.service.gov.uk) | Free |
| 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 on request. | Free |
| Safeguarding and child protection | Keeping Children Safe — Morden Mount Primary School | Free |

Class 4 – How we make decisions

| Information to be published. | How the information can be obtained | Cost |
|--|--|------|
| Admissions policy/decisions (not individual admission decisions) – where applicable | Admissions — Morden Mount Primary School | Free |
| Agendas and minutes of meetings of the governing body and its committees. (NB this will exclude information that is properly regarded as private to the meetings). | Hard copy available on request. | Free |



Class 5 – Our policies and procedures

| Information to be published. | How the information can be obtained | Cost |
|---|---|--|
| Statutory policies: <ul style="list-style-type: none"> • Capability of staff • School behaviour • Sex and relationships • Special educational needs • Teacher appraisal • Teachers' pay • Health and safety | Hard copy available Policies – Morden Mount Primary School Policies – Morden Mount Primary School Policies – Morden Mount Primary School Hard copy available Hard copy available Hard copy available | Free Free Free Free Free Free Free |
| Other statutory documents: <ul style="list-style-type: none"> • Admissions arrangements • Accessibility plan • Complaints procedure statement • Freedom of information • Governors' allowances • Home-school agreement document • Instrument of government • Minutes of, and papers considered at, meeting of the governing body and its committees • Premises management documents • Equality information and objectives (public sector equality duty) statement for publication • Register of business interests of headteachers and governors • Charging regimes and policies. | Hard copy available Hard copy available Policies – Morden Mount Primary School Policies – Morden Mount Primary School Policies – Morden Mount Primary School Policies – Morden Mount Primary School Hard copy available Hard copy available Hard copy available Hard copy available Governors – Morden Mount Primary School Policies – Morden Mount Primary School | Free Free Free Free Free Free Free Free Free Free Free Free |



Class 6 – Lists and Registers

| Information to be published. | How the information can be obtained | Cost |
|--|--|------|
| Curriculum circulars and statutory instruments | Curriculum — Morden Mount Primary School | Free |
| Disclosure logs | Hard copies available | Free |
| Asset register | Hard copies available | Free |
| Any information the school is currently legally required to hold in publicly available registers | Hard copies available | Free |

Class 7 – The services we offer

| Information to be published. | How the information can be obtained | Cost |
|--|--|------|
| Extra-curricular activities | Hard copies available | Free |
| Out of school clubs | Breakfast and After School Clubs — Morden Mount Primary School | Free |
| Services for which the school is entitled to recover a fee, together with those fees | Policies — Morden Mount Primary School | Free |