

Freedom of Information Act Publication Scheme

Hampstead School's Publication Scheme under the Freedom of Information Act

Aims and Objectives

At Hampstead School everyone will strive to:

- Enjoy the challenges and achievements of learning
- Develop individual strengths
- Experience academic, social and personal success
- Manage setbacks
- Develop consideration and co-operation

Within a stimulating and supportive environment and with the support of family and the wider community

This Publication Scheme is a means of showing how we are pursuing these aims.

Information to be published	How the information can be obtained	Cost
<p><u>Who we are and what we do</u> School Prospectus:</p> <ul style="list-style-type: none"> • the name, address and telephone number of the school, and the type of school • the names of the head teacher and chair of governors • information on the school policy on admissions • a statement of the school's ethos and values • details of any affiliations with a particular religion or religious denomination, the religious education provided, parents' right to withdraw their child from religious education and collective worship and the alternative provision for those students • information about the school's policy on providing for students with special educational needs • number of students on roll and rates of students' authorised and unauthorised absences • Examination results in the school, locally and nationally • a summary of GCE A/AS level results in the school and nationally • the number of students studying for and percentage achieving other vocational qualifications 	<p>Website: www.hampsteadschool.org.uk</p>	<p>No charge</p>

<ul style="list-style-type: none"> • the destinations of school leavers¹ • the arrangements for visits to the school by prospective parents • the number of places for students of normal age of entry in the preceding school year and the number of written applications / preferences expressed for those places 		
<u>Who's who and staffing structure in the School</u> <ul style="list-style-type: none"> • Senior Leadership Team • Heads of Faculty • Heads of Year 	Website: www.hampsteadschool.org.uk	No charge
Who's who on the governing body and the basis of their appointment	Website: www.hampsteadschool.org.uk	No charge
School session times and term dates	Website: www.hampsteadschool.org.uk	No charge
Pupil Premium	Website: www.hampsteadschool.org.uk	
School profile <ul style="list-style-type: none"> • Performance data • The latest Ofsted report 	Website: www.hampsteadschool.org.uk	No charge
<u>Our policies and guidance</u> <ul style="list-style-type: none"> • Access Arrangements • Admissions • Admissions - Sixth Form • Anti-Bullying • Attendance • Behaviour for Learning • Careers Education, Information, Advice & Guidance (CEIAG) Policy • Charging • Children with Medical Needs • Collective Worship • Data Protection • Environment • Equalities • Examinations Policy • First Aid & Medicines • Freedom of Information 	Website: www.hampsteadschool.org.uk	Specify / charging schedule

¹ Some information might be confidential or otherwise exempt from the publication by law – we cannot therefore publish this

<ul style="list-style-type: none"> • Grouping for Learning • Guidance for Students & Parents/Carers in Case of Snow • Complaints Procedure & Complaints Form • Home Learning • Home School Agreement • ICT Student Acceptable Use • Lettings • Parent School Communication • Religious Observance • Safeguarding & Child Protection • Students with Special Educational Needs and/or Disabilities Policy and Procedures • Hampstead School SEND Information Report • Sex & Relationship • Substance Misuse • Uniform • Whistleblowing 		
Extra-curricular activities	Website: www.hampsteadschool.org.uk	No charge
Hampstead Buzz newsletters	Website: www.hamnpsteadschool.org.uk	No charge

Schedule of Charges

Charges which may be made for Information published under this scheme

The purpose of this scheme is to make the maximum amount of information readily available at minimum inconvenience and cost to the public. Charges made by the school for routinely published material will be justified and transparent and kept to a minimum.

Material which is published and accessed on our website will be provided free of charge. Charges may be made for information subject to a charging regime. Charges may be made for actual disbursements incurred such as photocopying, postage and packaging and the costs directly incurred as a result of viewing information

TYPE OF CHARGE	DESCRIPTION	BASIS OF CHARGE
Disbursement cost	Photocopying/printing @ 10p per sheet (black & white)	Actual cost *
	Photocopying/printing @ 20p per sheet (colour)	Actual cost *
	Postage	Actual cost of Royal Mail standard 2 nd class *

* The actual cost incurred by the school.