



**YSGOL RHOSNESNI**

**Freedom of Information  
Publication Scheme**

PolicyVersion	V3
Date Reviewed FGB	June 2021

## **1. Introduction**

One of the aims of the Freedom of Information Act 2000 (which is referred to as FOIA in the rest of this document) is that public authorities, including all maintained schools, should be clear and proactive about the information they will make public.

To do this we must produce a publication scheme, setting out:

- the classes of information which we publish or intend to publish;
- the manner in which the information will be published; and
- whether the information is available free of charge or on payment.

The scheme covers information already published and information that is to be published in the future. All information in our publication scheme is either available for you on our website to download and print off or available in paper form.

Some information that we hold may not be made public, for example personal information.

This publication scheme conforms to the model scheme for schools approved by the Information Commissioner.

## **2. Aims and Objectives**

The School aims to:

1. Develop children's physical, intellectual, creative, emotional and social skills.
2. Build children's confidence and encourage their independence
3. Encourage and expect good behaviour
4. Establish good home/school relationships
5. Provide a happy and stimulating learning environment
6. Build on existing skills and experiences, ensuring progression and continuity in children's learning
7. Offer a broad and balanced curriculum through a variety of subjects both core and optional
8. Meet the needs of all individual children
9. Be fully inclusive
10. Provide a happy, safe and stimulating environment in which to learn and develop
11. Promote and develop children's health and wellbeing
12. Provide access to adults who will stimulate, challenge, extend and motivate
13. Encourage positive attitudes towards learning
14. Develop communication skills
15. Experience and develop our values of Respect Honesty and Success

This publication scheme is a means of showing how we are pursuing these aims.

### 3. Categories of information published

The publication scheme guides you to information which we currently publish (or have recently published) or which we will publish in the future. This is split into categories of information known as 'classes'. These are contained in section 6 of this scheme.

The classes of information that we undertake to make available are organised into four broad topic areas:

- School Prospectus – information published in the school prospectus
- Governors' Documents – information published on the school website and in other governing body documents
- Pupils and Curriculum – information about policies that relate to pupils and the school curriculum
- School Policies and other information related to the school – information about policies that relate to the school in general.

### 3. How to request information

Many of the documents are on our school website. You will find our website at [www.rhosnesni-high.wrexham.sch.uk](http://www.rhosnesni-high.wrexham.sch.uk). If you require a paper version of any of the documents within the scheme, please contact the school by telephone, email, or letter. Contact details are set out below:

Address: Rhosnesni High School, Rhosnesni Lane Wrexham LL13 9ET

Email: [mailbox@rhosnesni-high.wrexham.sch.uk](mailto:mailbox@rhosnesni-high.wrexham.sch.uk)

Tel: 01978 340840

To help us process your request quickly, please clearly mark any correspondence **"PUBLICATION SCHEME REQUEST"** (in CAPITALS please).

If the information you are looking for is not available via the scheme and is not on our website, you can still contact the school to ask if we have it.

### 5. Paying for information

Information published on our website is free, although you may incur costs from your internet service provider. If you don't have internet access, you can access our website using a local library or an internet café.

Single copies of information covered by this publication are provided free unless stated otherwise in section 6. If your request means that we have to do a lot of photocopying or printing, or pay a large postage charge, or is for a priced item such as some printed publications or videos we will let you know the cost before fulfilling your request. Where there is a charge this will be indicated by a £ sign in the description box.

## 6. Classes of Information Currently Published

Class	Description
<b>School Prospectus</b>	<p>The contents of the school prospectus are as follows (other items may be included in the prospectus at the school's discretion):</p> <ul style="list-style-type: none"> <li>• The name, address and telephone number of the school</li> <li>• Information on our whole staff</li> <li>• Information on the school policy on admissions</li> <li>• A statement of the school's ethos and values</li> <li>• Information on our school curriculum</li> <li>• Information on Pastoral support</li> <li>• 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 pupils.</li> <li>• Information about the school's policy on providing for pupils and with special educational needs</li> <li>• Outcomes &amp; Examination results and analysis</li> <li>• Information on sports and fitness</li> <li>• The arrangements for visits to the school by prospective parents</li> </ul>

Class	Description
<b>Governance</b>	<p>Details of our Governing Body            The manner in which the governing body is constituted            The term of office of each category of governor if less than 4 years            Annual financial statements</p>

Pupils and Curriculum Policies	Description
Admissions Policy	Statement of the priority admissions criteria for admission to the School via link to the LA website
Behaviour and anti-bullying Policy	Statement of general principles on behaviour and discipline and of measures taken to prevent bullying
Child Protection Policy	Statement of policy for safeguarding and promoting the welfare of pupils across the school
Equality Statement	A statement of policy for promoting equality in all areas.
Inclusion Policy	Information about the school's policy on providing for pupils with special educational needs and disabilities
SEN information report	Information about the profile of the SEN provision within the school
Sex education Policy	Statement of policy with regard to sex and relationship education

School policies and other information	Description
Accessibility Plans	Plans for engaging and increasing the participation of less able pupils in the school curriculum, improving access to the environment and improving delivery of the curriculum to less able pupils and parents/carers
Charging and remissions policy	A statement of the school policy with respect to charges and remissions
Complaints Procedure	Statement of the process to be undertaken if making a complaint to our school
Health & Safety policy	A policy with respect to health and safety at work of employees and all other stakeholders and arrangements for carrying out the policy
Health & Wellbeing	A policy detailing our commitment to healthy living, both physically and mentally
KS3 statutory assessments	Information relating to the end of Key Stage 3 assessments
Performance data	Information relating to the progress, attainment and attendance of pupils
Privacy Notice	Statement of who the school shares information with
Published Estyn reports	Published report of the last inspection of the school
Pupil Development Grant Evaluation	Report detailing the pupil premium received, how it has been spent and the impact it has had on vulnerable pupils
Pupil Development Grants for Expenditure	Report detailing how the pupil development grant received in the current year and how it is planned to utilise the funding
School session times and term dates	Details of school session and dates of school terms and holidays
Sports provision	Statement of the sports provision within each school.
Statutory documents	Any other statutory documents that are required to be published by the WG an LA

## 7. Feedback and complaints

We welcome any comments or suggestions you may have about the scheme. If you want to make any comments about this publication scheme, or if you require further assistance or wish to make a complaint then initially this should be addressed to: **Business Manager, Rhosnesni High School, Rhosnesni Lane, Wrexham, LL13 9ET**

If you are not satisfied with the assistance that you receive or if we have not been able to resolve your complaint and you feel that a formal complaint needs to be made then this should be addressed to the Information Commissioners Office. This is the organisation that ensures compliance with the Freedom of Information Act 2000 and that deals with formal complaints. They can be contacted at:

**Information Commissioner, Wycliffe House, Water Lane, Wilmslow, Cheshire, SK9 5AF**

Enquiry /Information Line: 0303 123 1113 or 01625 545 700

Fax: 01625 524510, Email: casework@ico.org.uk