

Diocese of Bristol Academies Trust

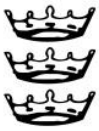
Published Information Policy

Date Adopted: 4th June 2015

Review Date:

HISTORY OF MOST RECENT POLICY CHANGES (MUST BE COMPLETED)

Date	Page	Change	Origin of Change e.g. TU request, Change in legislation



1. INTRODUCTION

- 1.1. In the pursuit of nurturing excellence DBAT aspires to best information management practice.
- 1.2. The Trust and its academies manage a large volume of information, some of which is required by law to be made publicly available. It is mandatory for all parts of the Trust to make all elements of this category of information available to the public via their website.
- 1.3. There are also categories of information which are not mandatory, but it is regarded as good practice for organisations to make publicly available.
- 1.4. Finally, where information is not mandatory but is sensitive or otherwise worthy of protection, it is good practice to promote the smooth exchange of information to carry out trust business by making information available to staff and officers on protected web pages.
- 1.5. This Public Information Policy is intended to provide guidance and make it easier for all parts of the Trust to comply with both mandatory and “good practice” requirements, and to decide where on their website protected information categories should be held.

2. COMPLIANCE

- 2.1. DBAT Academies and DBAT Central Office must make all efforts to review and publish mandatory information on their website, or put in place plans to do so, within a reasonable period of joining the trust. They should also put in place a programme of review to ensure they are and remain compliant with all relevant requirements.
- 2.2. To assist DBAT organisations and to promote good governance, the DBAT Central Team will monitor and advise academies on their compliance with this policy.

3. INFORMATION TO BE PUBLISHED ON ACADEMY WEBSITES

Information which is required and must appear on academy web sites.

4. FUNDING AGREEMENT

- 4.1. There have been a number of variations to the model funding agreement and not all the requirements below will apply to all academies. Academies should check their own funding agreement documents to confirm what is required.
- 4.2. Where an academy is not required by their funding agreement to publish the information below on their website, academies should still **consider doing so as a matter of good practice**.
- 4.3. Most, if not all, of the academy funding agreements require that information published on the academy websites include annual accounts, current memorandum and articles of association, funding agreement and other information.
- 4.4. More recent funding agreements will also require results information and performance tables to be published on the academy websites. The most recent funding agreement model requires pupil premium, year 7 literacy and curriculum information to be published on academy websites.

5. ACADEMIES FINANCIAL HANDBOOK

5.1. The current Academies Financial Handbook (August 2014) states that a 'Value for Money' statement must be displayed on academy websites by the end of January following the financial year to which the statement relates, as well as the relevant business and pecuniary interests of all Directors and Members .

5.2. Academy trusts must publish their audited annual accounts on their website by the end of January following the financial year to which the accounts relate.

6. BUSINESS STATIONERY REQUIREMENTS

6.1. The Companies (Registrar, Languages and Trading Disclosures) Regulations 2006 applies to the academies trust as a registered company.

7. SCHOOL ADMISSIONS CODE

7.1. Under the School Admissions Code, all academies are required to publish a copy of their determined (or varied) admissions arrangements for the whole offer year i.e. the

7.2. academic year in which offers for places are made; and any intention to increase the academy's planned admission number (PAN).

8. PE AND SPORT GRANT ALLOCATION

8.1. The conditions of the PE and Sport Grant allocation require academies to publish the amount received, how it has been spent (or will be spent) and what impact it has had.

9. RECOMMENDED AND "GOOD PRACTICE" INFORMATION

Information which it is recommended is published on academy websites.

10. ARTICLES OF ASSOCIATION

10.1. The articles of association for most, if not all, academies require that information should be made available at every academy to persons wishing to inspect them. It might be useful for agendas, draft minutes, signed minutes and any report, document or other paper considered at any meeting to be made available on the academy's website.

11. SCHOOL INFORMATION (ENGLAND) (AMENDMENT) REGULATIONS 2012

These Regulations do not apply to academies. However, it is good practice for academies to ensure that the information set out in the regulations is published on academy websites.

12. POLICIES

12.1. While academies are not required by law to publish their behaviour policy on their website, the guidance from the DfE confirms that it is good practice to do so.

12.2. Academies should consider publishing other policies on their websites, particularly those which parents may wish to access.

13. FURTHER GOVERNANCE INFORMATION

13.1. Academies may wish to share additional information about governance on their websites.

14. FURTHER SCHOOL INFORMATION

14.1. Academies might also want to consider sharing information about their school on their website.