

Freedom of Information

Guide to information available from Dunton and Wrestlingworth CofE VC Lower Schools Federation under the model publication scheme (updated April 2021)

Information to be published. This includes datasets where applicable – please see “How to complete the Guide to Information”.	How the information can be obtained (a hard copy will be supplied if applicant doesn't have access to email)	Cost
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<p>Class 1 - Who we are and what we do (Organisational information, structures, locations and contacts)</p> <p>This will be current information only</p>	<p>(Emailed copy or website)</p>	
<p>Who's who in the school</p>	<p>Website https://www.duntonwrestlingworthschool.com/home/wrestlingworth-vc-lower-school/wrestlingworth-staff/ https://www.duntonwrestlingworthschool.com/home/dunton-vc-lower-school/dunton-staff/</p>	<p>Free</p>

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	<p>Emailed copy Contact School Secretary Dunton – Mrs A. Harrison 01767 312154 office@duntonschool.co.uk Wrestlingworth – Mrs S. Perry 01767 631249 office@wrestlingworthschool.co.uk</p>	Free
Who's who on the governing body / board of governors and the basis of their appointment	<p>Website https://www.duntonwrestling</p>	Free

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	wonthschool.com/governors/who-are-our-governors/ Emailed copy Contact Clerk to the Governing Body clerk@duntonwrestlingworth.co.uk	Free
Instrument of Government / Articles of Association	Website https://www.duntonwrestlingworthschool.com/governors/governing-body-structure/ Emailed copy Contact Clerk to the Governing Body clerk@duntonwrestling	Free

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	worth.co.uk	
Contact details for the Head teacher and for the governing body, via the school (named contacts where possible).	<p>Headteacher Mrs Nancy Sheehan 01767 312154 office@duntonschool.co.uk 01767631249 office@wrestlingworthschool.co.uk</p> <p>Chair of Governors Mrs Abigail Chipperfield a.chipperfield@duntonwrestlingworth.co.uk</p>	Free

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School prospectus	Currently being updated	
Annual Report (if any)		
Staffing structure	<p>Website https://www.duntonwrestlingworthschool.com/home/wrestlingworth-vc-lower-school/wrestlingworth-staff/</p> <p>https://www.duntonwrestlingworthschool.com/home/dunton-vc-lower-school/dunton-staff/</p> <p>Emailed copy Contact School Secretary</p>	<p>Free</p> <p>Free</p>

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	<p>Dunton – Mrs A. Harrison 01767 312154 office@duntonschool.co.uk</p> <p>Wrestlingworth – Mrs S. Perry 01767 631249 office@wrestlingworthschool.co.uk</p>	
School session times and term dates	<p>Website https://www.duntonwrestlingworthschool.com/home/our-school-day/</p> <p>https://www.duntonwrestling</p>	Free

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	<p>worthschool.com/parents/term-dates/</p> <p>Emailed copy Contact School Secretary Dunton – Mrs A. Harrison 01767 312154 office@duntonschool.co.uk</p> <p>Wrestlingworth – Mrs S. Perry 01767 631249 office@wrestlingworthschool.co.uk</p>	Free
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Address of school and contact details, including email address.	<p>Website https://www.duntonwrestlingworthschool.com/home/wrestlingworth-vc-lower-school/ https://www.duntonwrestlingworthschool.com/home/dunton-vc-lower-school/</p> <p>Emailed copy Contact School Secretary Dunton – Mrs A. Harrison 01767 312154 office@duntonschool.c</p>	<p>Free</p> <p>Free</p>

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	o.uk Wrestlingworth – Mrs S. Perry 01767 631249 office@wrestlingworthschool.co.uk	
Class 2 – What we spend and how we spend it (Financial information relating to projected and actual income and expenditure, procurement, contracts and financial audit) Current and previous financial year as a minimum	(Emailed copy or website)	
Annual budget plan and financial statements	Emailed copy Contact School Bursar Mrs C. Cloke	Free

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	finance@wrestlingworthschool.co.uk finance@duntonschool.co.uk	
Capital funding	Emailed copy Contact School Bursar Mrs C. Cloke finance@wrestlingworthschool.co.uk finance@duntonschool.co.uk	Free
Financial audit reports	Emailed copy Contact School Bursar Mrs C. Cloke	Free

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	finance@wrestlingworthschool.co.uk finance@duntonschool.co.uk	
Details of expenditure items over £2000 – published at least annually but at a more frequent quarterly or six-monthly interval where practical.	Emailed copy Contact School Bursar Mrs C. Cloke finance@wrestlingworthschool.co.uk finance@duntonschool.co.uk	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).	Emailed copy Contact School Bursar Mrs C. Cloke	Free

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	finance@wrestlingworthschool.co.uk finance@duntonschool.co.uk	
Pay policy	Emailed copy Contact School Secretary Dunton – Mrs A. Harrison 01767 312154 office@duntonschool.co.uk Wrestlingworth – Mrs S. Perry 01767 631249	Free

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	office@wrestlingworthschool.co.uk	
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.	Emailed copy Contact School Bursar Mrs C. Cloke finance@wrestlingworthschool.co.uk finance@duntonschool.co.uk	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.	In pay policy Emailed copy Contact School Secretary Dunton – Mrs A. Harrison	Free

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	01767 312154 office@duntonschool.co.uk Wrestlingworth – Mrs S. Perry 01767 631249 office@wrestlingworthschool.co.uk	
Governors' allowances that can be incurred or claimed, and a record of total payments made to individual governors.	Emailed copy Contact School Bursar Mrs C. Cloke finance@wrestlingworthschool.co.uk finance@duntonschool.co.uk	Free
Class 3 – What our priorities are and how we	(Emailed copy or	

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<p>are doing (Strategies and plans, performance indicators, audits, inspections and reviews)</p> <p>Current information as a minimum</p>	<p>website)</p>	
<p>School profile (if any)</p> <p>And in all cases:</p> <ul style="list-style-type: none"> • Performance data supplied to the English or Welsh Government or to the Northern Ireland Executive, or a direct link to the data • The latest Ofsted / Estyn / Education and Training Inspectorate report - Summary 	<p>Website https://www.duntonwrestlingworthschool.com/home/our-policies-and-documents/school-performance/ https://www.duntonwrestlingworthschool.com/home/our-policies-and-</p>	<p>Free</p>

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<p>- Full report</p> <ul style="list-style-type: none"> • Post-inspection action plan 	<p>documents/ofsted/</p>	
<p>Performance management policy and procedures adopted by the governing body.</p>	<p>Emailed copy Contact School Secretary Dunton – Mrs A. Harrison 01767 312154 office@duntonschool.co.uk Wrestlingworth – Mrs S. Perry 01767 631249</p>	<p>Free</p>

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	office@wrestlingworthschool.co.uk	
Performance data or a direct link to it	Website https://www.duntonwrestlingworthschool.com/home/our-policies-and-documents/school-performance/	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	Central Bedfordshire Council website https://www.centralbedfordshire.gov.uk/info/3/schools_and_education/527/schools_for_the_future/4	Free
Safeguarding and child protection	Website https://www.duntonwrestling	Free

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	<p>worthschool.com/home/our-policies-and-documents/safeguarding/ Emailed copy of policy Contact School Secretary Dunton – Mrs A. Harrison 01767 312154 office@duntonschool.co.uk Wrestlingworth – Mrs S. Perry 01767 631249 office@wrestlingworthschool.co.uk</p>	<p>Free</p>
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<p>Class 4 – How we make decisions (Decision making processes and records of decisions)</p> <p>Current and previous three years as a minimum</p>	(Emailed copy or website)	
Admissions policy/decisions (not individual admission decisions) – where applicable	<p>Website https://www.duntonwrestlingworthschool.com/parents/admissions/</p> <p>Emailed copy Contact School Secretary Dunton – Mrs A. Harrison</p>	<p>Free</p> <p>Free</p>

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	01767 312154 office@duntonschool.co.uk Wrestlingworth – Mrs S. Perry 01767 631249 office@wrestlingworthschool.co.uk	
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).	Emailed copy Contact Clerk to the Governing Body clerk@duntonwrestlingworth.co.uk	
Class 5 – Our policies and procedures (Current written protocols, policies and procedures for delivering our	(Emailed copy or website)	

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<p>services and responsibilities)</p> <p>Current information only. As a minimum these must include policies, procedures and documents that the school is required to have by statute or by its funding agreement or equivalent, or by the Welsh or English government or the Northern Ireland Executive. These will include policies and procedures for handling information requests. In addition, for Wales, this will include a Welsh Language Scheme in accordance with the Welsh Language Act 1993. For Northern Ireland, this will include an equality scheme / statement in accordance with the Northern Ireland Act 1998.</p>		
<p>Records management and personal data policies, including:</p> <ul style="list-style-type: none"> ● Information security policies ● Records retention, destruction and archive policies 	<p>Website https://www.duntonwrestlingworthschool.com/home/our-</p>	<p>Free</p>

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<ul style="list-style-type: none"> Data protection (including information sharing policies) 	<p>policies-and-documents/gdpr/</p> <p>Emailed copy Contact School Secretary Dunton – Mrs A. Harrison 01767 312154 office@duntonschool.co.uk</p> <p>Wrestlingworth – Mrs S. Perry 01767 631249 office@wrestlingworthschool.co.uk</p>	
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<p>Charging regimes and policies.</p> <p>This should include details of any statutory charging regimes. Charging policies should include charges made for information routinely published. They should clearly state what costs are to be recovered, the basis on which they are made and how they are calculated.</p>	<p>Emailed copy Contact School Secretary Dunton – Mrs A. Harrison 01767 312154 office@duntonschool.co.uk Wrestlingworth – Mrs S. Perry 01767 631249 office@wrestlingworthschool.co.uk</p>	<p>Free</p>
<p>Class 6 – Lists and Registers</p>	<p>(Emailed copy or</p>	

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Currently maintained lists and registers only (this does not include the attendance register).	website; some information may only be available by inspection)	
Curriculum circulars and statutory instruments	By inspection	Free
Disclosure logs	By inspection	Free
Asset register	By inspection	Free
Any information the school is currently legally required to hold in publicly available registers	By inspection	Free
Class 7 – The services we offer (Information about the services we offer, including leaflets, guidance and newsletters produced for the public and businesses)	(Emailed copy or website; some information may only	

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Current information only	be available by inspection)	
Extra-curricular activities	Emailed copy Contact School Secretary Dunton – Mrs A. Harrison 01767 312154 office@duntonschool.co.uk Wrestlingworth – Mrs S. Perry 01767 631249 office@wrestlingworthschool.co.uk	Free

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Out of school clubs	Emailed copy Contact School Secretary Dunton – Mrs A. Harrison 01767 312154 office@duntonschool.co.uk Wrestlingworth – Mrs S. Perry 01767 631249 office@wrestlingworthschool.co.uk	Free
Services for which the school is entitled to recover a fee, together	Emailed copy	Free

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with those fees	Contact School Secretary Dunton – Mrs A. Harrison 01767 312154 office@duntonschool.co.uk Wrestlingworth – Mrs S. Perry 01767 631249 office@wrestlingworthschool.co.uk	
School publications, leaflets, books and newsletters	Emailed copy Contact School Secretary	Free

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<p>Additional Information This will provide schools with the opportunity to publish information that is not itemised in the lists above</p>		

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SCHEDULE OF CHARGES

No charges are currently required

This describes how the charges have been arrived at and should be published as part of the guide.

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TYPE OF CHARGE	DESCRIPTION	BASIS OF CHARGE
Disbursement cost	Photocopying/printing @ ..p per sheet (black & white)	Actual cost *
	Photocopying/printing @ ..p per sheet (colour)	Actual cost
	Postage	Actual cost of Royal Mail standard 2 nd class
Statutory Fee		In accordance with the relevant legislation (quote the actual statute)

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Other		

* the actual cost incurred by the public authority