

Guide to the information available from the United Schools Federation under the model publication scheme.

Information to be published.	How the information can be obtained	Cost
Class 1 - Who we are and what we do The United Schools Federation consists of seven schools St. Michael's C. of E. VC Nursery & Primary School, Kingsteignton St. Catherine's C. of E. VA Nursery & Primary School, Heathfield St. Mary's C. of E. VA Primary School, Brixton Marldon C. of E. VA Primary School, Nr. Paignton Ipplepen Primary School, Newton Abbot Stokeinteignhead Primary School, Newton Abbot Doddiscombsleigh Primary School, Nr. Exeter The Topsham Primary School, Exeter	The school prospectus for each school can be viewed on each individual website or hard copies available via the school offices.	Nil

Website addresses:- st-michaels-pri.devon.sch.uk stcatherines-heathfield.devon.sch.uk stmarys-brixton.devon.sch.uk marldon-primary.devon.sch.uk ipplepen-primary.devon.sch.uk stokeinteignheadschoool.org/ doddi.devon.sch.uk topsham.devon.sch.uk		
Who's who in the school:- Mr. Martin Harding - Executive Headteacher Mrs Kate Arnold - Head of School - St. Michael's / Ipplepen Mrs Claire Webb - Head of School - Ipplepen Mr. Adrian Clements - Head of School - St. Mary's Mr. Jonathan Arnold- Head of School - Marldon Miss Joanna Crathorne - Head of School - Stokeinteignhead Mrs Victoria Pearce - Head of School - St. Catherine's Mrs Becky Davies - Head of School - Doddiscombsleigh Miss Maria White - Head of School - Topsham	Further details available on the school websites and/or hard copies of the school prospectus.	Nil

Who's who on the governing body / board of governors and the basis of their appointment	Governing Body full details available on the school websites and/or school prospectus.	Nil
Instrument of Government	Available from the Clerk to Governors via the school offices and details available on the school websites	Nil
Contact details for the Executive Headteacher and Heads of School, and for the governing body, via the school (named contacts where possible). <i>Please email admin@ your school and your enquiry will be redirected.</i>	Available from the school offices and/or the school websites.	Nil
School prospectus	Hard copies available from the school offices. Full school details available on each website.	Nil
Annual Report	No longer required	N/A

Staffing structure	See school prospectus/websites - as mentioned above	Nil
School session times and term dates St. Michael's, Kingsteignton (9.00 a.m. - 3.15 p.m.) Ipplepen Primary School (8.55 a.m. - 3.20 p.m.) Stokeinteignhead Primary School (8-50 a.m. - 3-10 p.m.) Other schools - (9.00 a.m. - 3.30 p.m.)	Full details available via the school offices, newsletters, notice boards, websites.	
Address of school and contact details, including email address. St. Michael's C. of E. VC Nursery & Primary School, Church Street, Kingsteignton, Newton Abbot, Devon, TQ12 3BQ 01626 352854 admin@st-michaels-pri.devon.sch.uk St. Catherine's C. of E. VA Nursery & Primary School, Musket Road, Heathfield, Newton Abbot, Devon. TQ12 6SB 01626 832665 admin@stcatherines-heathfield.devon.sch.uk St. Mary's C. of E. VA Primary School, Elliots Hill, Brixton, Plymouth, Devon, PL8 2AG. 01752 880436 admin@stmarys-brixton.devon.sch.uk	Full information available via the school offices, or websites. Or by telephone enquiry to the school offices.	

Marldon C. of E. VA Primary School, Marldon Cross Hill, Marldon, Paignton, Devon, TQ3 1PD. 01803 557797 admin@marldon-primary.devon.sch.uk Ipplepen Primary School, Biltor Road, Newton Abbot, Devon, TQ12 5QL 01803812226 admin@ipplepen-primary.devon.sch.uk Stokeinteignhead Primary School, Stoke Road, Stokeinteignhead, Newton Abbot, Devon, TQ12 4QE 01626 873208 admin@stokeinteignheadschoo.org Doddiscombsleigh Primary School, Doddiscombsleigh, Exeter, Devon, EX6 7PR 01647 252253 admin@doddi.devon.sch.uk The Topsham Primary School, Orchard Way, Topsham, Exeter, Devon, EX3 0DN 01392 874498 admin@topsham.devon.sch.uk		
Class 2 - What we spend and how we spend it		

Annual budget plan and financial statements	By written request to the Executive Headteacher	Nil
Capital funding	As above	
Financial audit reports	As above	
Details of expenditure items over £2000 - published at least annually but at a more frequent quarterly or six-monthly interval where practical.	As above	
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).	As above	
Pay policy	As above	
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.	As above	

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.	As above	
Governors' allowances that can be incurred or claimed and a record of total payments made to individual governors.	As above Payments to governors 2018-2019 & 2019-20 - 2020 - 2021 = Nil	
Class 3 - What our priorities are and how we are doing		
School profile - no longer applicable And in all cases:	School websites or by written request to the Executive Headteacher.	Nil

• 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 - Full report • Post-inspection action plan	Performance data and latest Ofsted information available on the school websites or hard copies available via the school office. Post inspection action plan - details available by written request to the Executive Headteacher.	
Performance management policy and procedures adopted by the governing body.	By written request to the Clerk to Governors.	Nil
Performance data or a direct link to it	By written request to the Executive Headteacher.	Nil
The school's future plans; for example, proposals for and any consultation on the future of the school, such as a change in status	By written request to the Executive Headteacher.	Nil

Safeguarding and child protection	Safeguarding Policy available via the school websites and further details by written	Nil
	request to the Executive Headteacher.	
Class 4 - How we make decisions		
Admissions policy/decisions (not individual admission decisions) - where applicable https://www.devon.gov.uk/educationandfamilies/school-information/applyfor-a-school-place	Available on DCC websites, admissions booklets and school websites.	
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).	By written request to the Clerk to Governors	Nil

Class 5 – Our policies and procedures □ Admissions Policies (3 years) □ Anti bullying □ Behaviour □ Charging & Remissions □ Collective Worship □ Complaints □ Curriculum Policy □ Data Protection □ E safety □ Equality □ Exclusions	Full list of policies and procedures available on the school websites. Individual policies may be available upon written request to the Clerk to Governors.	Nil
□ Freedom of Information □ Health & Safety □ Homework □ Safeguarding/Child protection □ SEND (Special Needs) □ Uniform		

Records management and personal data policies, including: - Information security policies - Records retention, destruction and archive policies - Data protection (including information sharing policies)	As above	Nil
Charging regimes and policies.	Charging Policy available on the school websites or hard copy available via the Clerk to Governors.	Nil
Class 6 – Lists and Registers (this does not include the attendance register)	(hard copy or website; some information may only be available by inspection)	
Curriculum circulars and statutory instruments	By written request to the Clerk to Governors	
Disclosure logs	Hard copy available for inspection only	
Asset register	Hard copy available for inspection only	

Any information the school is currently legally required to hold in publicly available registers	Hard copy available for inspection only	
Class 7 - The services we offer		
Extra-curricular activities	Available on the school websites, via newsletters and posters. Hard copies may also be requested via the school offices.	Nil
Out of school clubs	As above	
Services for which the school is entitled to recover a fee, together with those fees	Extra-curricular pupil residential activities, out of school hours may be offered with covering costs where applicable.	

School publications, leaflets, books and newsletters	Newsletters, leaflets and other documents available on the website and also available in hardcopy upon request.	
Additional Information		
Requests should be addressed to:- Mr. M. Harding, Executive Headteacher, United Schools Federation, St. Michael's C. of E. Nursery & Primary School, Church Street, Kingsteignton, Newton Abbot, Devon. TQ12 3BQ 01626 352854 admin@st-michaels-pri.devon.sch.uk or Clerk to Governors c/o the above address		

TYPE OF CHARGE	DESCRIPTION	BASIS OF CHARGE
Disbursement cost	Photocopying/printing (black & white)	Photocopying and postage not usually charged although may be reconsidered by the GB if large documents are requested. (See Charging Policy for full details).
	Photocopying (colour)	
	Postage	
Statutory Fee		
Other		

SCHEDULE OF CHARGES

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