



A STATUTORY REQUIREMENTS CHECKLIST

FOR YOUR SCHOOL WEBSITE



SCHOOL WEBSITE CHECKLIST

NEW STATUTORY REGULATIONS FOR SCHOOL WEBSITES CAME INTO FORCE
ON 1ST SEPTEMBER 2012, 2014, 2015 & 2016.

THE DfE PUBLISHED UPDATED GUIDANCE IN 2017 & 2018.

1. ESSENTIALS: IT'S THE LAW!

- ☐ **Contact Details** including:
- ☐ School's name
 - ☐ Postal address
 - ☐ Telephone number
 - ☐ Contact name for enquiries
 - ☐ The name and contact details of your SEN co-ordinator (SENCO) if you're a mainstream school

- ☐ A statement about the school's **Ethos & Values**

- ☐ Strategy for school's use of **Pupil Premium** for current academic year:

- ☐ Amount of grant
- ☐ Summary of main barriers to achievement
- ☐ How you'll spend the pupil premium to overcome those barriers and the reasons
- ☐ How you'll measure the effect
- ☐ Date of next strategy review

For previous academic year:

- ☐ Details of spend
- ☐ Effect of spend

- ☐ **Year 7 Literacy & Numeracy Catch-up Premium**

- ☐ Amount for academic year
- ☐ Details of intended spend
- ☐ Details of last year's spend
- ☐ Impact on attainment

- ☐ **PE & Sport Premium** (primary schools)

- ☐ Amount for academic year
- ☐ Breakdown of spend
- ☐ Impact on participation & attainment (inc. swim levels)
- ☐ How you will ensure sustainable improvement

- ☐ **Admissions Arrangements**
If the governing body decides your admissions:

- ☐ How applications are considered
- ☐ Selection criteria
- ☐ Over-subscription criteria
- ☐ How parents can apply

If the local authority decides your admissions:

- ☐ How to find admission arrangements through your local authority





Curriculum

- ☐ Content by year group by subject with source for additional information
- ☐ KS1 phonics & reading scheme names
- ☐ KS4 course list including GCSEs



Publish copy or link to your latest **Ofsted report**



Link to **Performance Tables:**
compare-school-performance.service.gov.uk



KS2 Results

- ☐ % of pupils with expected standard or above in reading, writing and maths
- ☐ Average progress scores in reading, writing and maths
- ☐ Average 'scaled scores' in reading and maths
- ☐ % of pupils with high level of attainment in reading, writing and maths



KS4 Results

- ☐ Progress 8 score
- ☐ Attainment 8 score
- ☐ % of pupils who got a **good** pass (grade C or above) in English and maths
- ☐ From Jan 2018: % of pupils who got a **strong** pass (grade 5 and above) in English and maths
- ☐ % of pupils achieving the English Baccalaureate (EBacc) subjects (grade 5 or above for reformed subjects and grade C and above for unreformed subjects)



Student destinations (the percentage of students who continue in education or training, or move on to employment at the end of 16 to 19 study)



KS5 Information; If you are a local-authority-maintained school sixth form you should publish:

- ☐ Progress compared with students across the country, shown separately for A levels, academic, applied general and tech level qualifications
- ☐ Average grades, shown separately for A levels, academic, applied general and tech level qualifications
- ☐ Progress in English & Maths
- ☐ Retention (the proportion of students who get to the end of the main programme of study that they enrolled on), shown separately for each qualification type
- ☐ Destinations (this is the percentage of students who continue in education or training, or move on to employment in the year after the end of KS4)





School Policies

- ☐ Behaviour (comply with Section 89 of the Education and Inspections Act 2006)
- ☐ Charging & Remissions including details of:
 - activities or cases where you charge parents
 - exceptions to normal policy
- ☐ Special Educational Needs (SEN)
- ☐ Complaints procedure (comply with Section 29 of the Education Act 2002), plus any arrangements for handling complaints from parents of children with SEN



The **SEN Information** report, updated annually (must comply with Children and Families Act 2014, SEND Regulations 2014, SEND Code of Practice), and including details on:

- ☐ The arrangements for the admission of disabled pupils
- ☐ Steps taken to prevent disabled pupils from being treated less favourably than other pupils
- ☐ Facilities provided to help disabled pupils to access the school
- ☐ Accessibility Plan (in compliance with Equality Act 2010)



Governor Information*

- ☐ Structure & remit including committees & names of chair
- ☐ Full names, dates of appointment, term, appointee
- ☐ Relevant interests including business, other governance roles & any relationships with school staff
- ☐ Attendance

* must be on a page, not a document



Equality Objectives

- ☐ Details of how your school is complying with the public sector equality duty, updated annually
- ☐ Your school's equality objectives updated at least once every 4 years

Source: The School Information (England) (Amendment) Regulations 2016, [Legislation.gov.uk](http://legislation.gov.uk), Special Educational Needs (Information) Regulations 2014, The Constitution of Governing Bodies of Maintained Schools 2014-2017 (See DfE guidance updated 2017 goo.gl/nMN6CL)

Important Disclaimer: This checklist is a summary of requirements and may be out of date by the time you read it. Please always check with the relevant statutory bodies for the most detailed and the latest information.



2. OFSTED: BE READY FOR INSPECTION

OFSTED INSPECTORS ARE INSTRUCTED TO REVIEW THE SCHOOL WEBSITE FOR STATUTORY COMPLIANCE AND SPECIFICALLY TO EXAMINE:

- | | |
|---|--|
| ☐ All statutory information (above) is present | ☐ Statutory curriculum information (to assess breadth, balance and whether it will promote preparation for, and an appreciation of life in modern Britain) |
| ☐ Presence and suitability of safeguarding guidance | |
| ☐ SEN Information Report | ☐ Whether schools are encouraging parents to complete Parent View by placing a link on their website to the Parent View website |
| ☐ Information about promotion of equality & opportunity | |
| ☐ Other information for parents | |

Source: Ofsted Inspection Handbook



3. REALLY, REALLY USEFUL

- | | |
|---|--|
| ☐ The Headteacher's name | ☐ Term dates for this & next year |
| ☐ An easy to remember website address | ☐ A Twitter Feed |
| ☐ Times of school day, lessons, and assemblies | ☐ A News Feed |
| ☐ A link to your VLE, ideally with instructions on how to obtain a login | ☐ Uniform list with supplier details |
| ☐ Newsletters | ☐ A gallery showing children's work |
| ☐ Copies of letters to parents | ☐ Map showing location of school |
| ☐ Downloadable forms | ☐ Information about disabled access |
| ☐ Lunch menus | ☐ A translate option |
| ☐ Homework timetable | ☐ FAQ Page |
| ☐ Staff & Governors lists | ☐ Additional Policies on: <ul style="list-style-type: none">· Snow and bad weather· Anti-bullying· Safeguarding· E-Safety· Holidays in term time· Complaints procedure |
| ☐ Information about the PTA or Parents Forum | |
| ☐ After school clubs and extra-curricular activities | |



CONTACT US



We build school websites day in, day out - we'll make the whole process as painless as possible for you and provide ongoing advice & support. If you'd like to discuss the features of our school websites which will help make publishing statutory information easy, please get in touch.

☎ 0800 955 3999

✉ info@greenhouse.email

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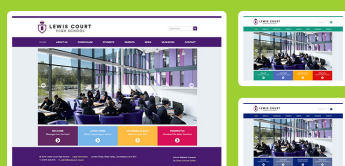
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