

# Freedom of Information Act

## Publication Scheme



This is a list of information that we hold. Not all will be released as part of a Freedom of Information (FOI) request. All requests will be considered in line with our policy and obligations.

### Information, structure, locations and contacts

Information available	How the information can be obtained	Charge
Who's who: Executive and Senior Leadership.	Trust and school websites.	No charge.
Trust Board / Local Governing Body: names, basis of appointment and how to contact.	Trust and school websites.	No charge.
Instrument of Government: Funding Agreements	DfE website.	No charge.
School session times, term dates and holidays.	School websites.	No charge.
Location and contact information including telephone number and e-mail.	Trust and school websites.	No charge.
Curriculum.	School websites.	No charge.
School SENCO.	School websites.	No charge.
School Designated Safeguarding Lead.	School websites.	No charge.
School Uniform.	School websites.	No charge.



## Financial information relating to projected and actual income and expenditure, procurement, contracts and financial audit.

Information available	How the information can be obtained	Charge
Statutory Annual Report and Accounts.	Trust and Companies House website.	No charge.
Approved capital projects for the current year.	Electronic copy via Info@ttct.co.uk	No charge.
Procurement subject to the commercial and confidential public interest test.	Electronic copy via Info@ttct.co.uk	No charge.
Governor expenses policy.	Electronic copy via Info@ttct.co.uk	No charge.
Executive Pay.	Trust website.	No charge.
Charging and Remission Policy.	Trust website.	No charge.

## Strategics and plans, performance indicators, audits, inspections and reviews

Information available	How the information can be obtained	Charge
School profile: Government data.	DfE website.	No charge.
Latest Ofsted report.	School websites.	No charge.
Examination results.	School websites.	No charge.
Strategic plan.	Trust website.	No charge.
Safeguarding policies.	School websites.	No charge.
Values and ethos.	Trust and school websites.	No charge.



## Decision making and records of decisions

Information available	How the information can be obtained	Charge
Admissions Policy and decisions (not individual decisions).	Trust and school websites.	No charge.
Trustee meeting agendas and non confidential minutes.	Electronic copy via Info@ttct.co.uk	Schedule of charges may apply depending on request.
Governing Body meeting agendas and non confidential minutes.	Electronic copy via the e-mail contact on each school website.	Schedule of charges may apply depending on request.

## Current written protocols, policies and procedures for delivery of services.

Information available	How the information can be obtained	Charge
Health and Safety Policy.	Trust website.	No charge.
Complaints procedure.	Trust website.	No charge.
Data Protection Policies.	Trust website.	No charge.
Safer Recruitment Policy.	Trust website.	No charge.
Employment policies including Disciplinary Procedure, Grievance Procedure, Pay Policy and Code of Conduct.	Electronic copy via Info@ttct.co.uk	Schedule of charges may apply depending on request.
Equality objectives.	School websites.	No charge.
Curriculum Policy.	School websites.	No charge.
Relationships, sex and health education Policy.	School websites.	No charge.



SEND Information Report.	School websites.	No charge.
Accessibility Policy.	School websites.	No charge.
Pupil Premium Statement.	School websites.	No charge.
Behaviour Policy.	School websites.	No charge.
Suspensions and Exclusions Policy.	School websites.	No charge.
Careers Programme Information.	Trust and school websites.	No charge.

### Information services

Information available	How the information can be obtained	Charge
Extra-curricular activities.	School websites.	No charge.
Out of school clubs.	School websites.	No charge.
School publications.	School websites.	No charge.
Services and activities for which the school is entitled to recover a fee, together with those fees.	School websites.	No charge.
School information and newsletters	School websites.	No charge.

