



OFSTED READY WEBSITE

Checklist

REQUIRED BY LAW

Not In Place
Partially in place
In Place

SCHOOL CONTACT DETAILS

School Name			
Postal Address			
Telephone Number			
The name of the member of staff who deals with queries from parents and other members of the public			

ADMISSION ARRANGEMENTS

If the school's governing body decides your admissions, you must publish your school's admission arrangements each year and keep them up for the whole school year.

<p>You must explain:</p> <ul style="list-style-type: none"> ■ how you'll consider applications for every age group ■ what parents should do if they want to apply for their child to attend your school ■ your arrangements for selecting the pupils who apply ■ your 'over-subscription criteria' (how you offer places if there are more applicants than places) ■ how parents can find out about your school's admission arrangements through your local authority 			
<p>Community schools and voluntary-controlled schools If the local authority decides your admissions, write that parents should contact the local authority to find out about your admission arrangements.</p>			

OFSTED REPORTS

<p>You must publish either:</p>			
A copy of your school's most recent Ofsted report			
A link to the report on the Ofsted website			

EXAM AND ASSESSMENT RESULTS

Key stage 2 (end of primary school) Results

<p>You must publish the percentage of key stage 2 pupils who achieved:</p> <ul style="list-style-type: none"> ■ the expected standard or above in reading, writing and maths ■ average progress in reading, writing and maths ■ an average 'scaled score' in reading and maths ■ a high level of attainment in reading, writing and maths 			
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Key stage 4 (end of secondary school) Results

<p>You must publish the following details from your school's most recent key stage 4 results:</p> <ul style="list-style-type: none"> ■ Progress 8 score ■ Attainment 8 score ■ percentage of pupils who got a good pass in English and Maths ■ percentage of pupils achieving the English Baccalaureate combination of subjects (this means pupils who got a GCSE grade C or above in English, maths, 2 sciences, a language, and history or geography) ■ 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) 			
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Read guidance on [Progress 8 and Attainment 8](#).

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16 TO 19 (KEY STAGE 5) RESULTS - Academies, Free Schools and Colleges

From March 2017, you must publish:

the progress students have made in English and Maths

the progress students have made compared with students across England

the average grade that students in your college get at 16 to 19 study (key stage 5)

student 'retention' (the percentage of students who get to the end of their study programme)

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)

Read more guidance about [16 to 19 accountability measures](#)

PERFORMANCE TABLES

You must include a link to the [school and college performance tables' service](#).

CURRICULUM

You must publish:

the content of your school curriculum in each academic year for every subject

the names of any phonics or reading schemes you are using in KS1

a list of the courses available to pupils at KS4, including GCSEs

how parents or other members of the public can find out more about the curriculum your school is following

BEHAVIOUR POLICY

You should publish details of your school's behaviour policy. The policy must comply with [section 89](#) of the Education & Inspections Act 2006. [Advice](#) on developing and publishing your school's behaviour policy is available.

SCHOOL COMPLAINTS PROCEDURE

You must publish details of your school's complaints procedure, which must comply with [Section 29 of the Education Act 2002](#). Read guidance on [developing your school's complaints procedure](#).

PUPIL PREMIUM

You must publish a strategy for the school's use of the [pupil premium](#). You no longer have to publish a 'pupil premium statement'. **For the current academic year you must include:**

- your school's pupil premium grant allocation amount
- a summary of the main barriers to educational achievement faced by eligible pupils at the school
- how you'll spend the pupil premium to address those barriers and the reasons for that approach
- how you'll measure the impact of the pupil premium
- the date of the next review of the school's pupil premium strategy

For the previous academic year, you must include:

- how you spent the pupil premium allocation
- the impact of the expenditure on eligible and other pupils

Pupil premium funding is allocated for each financial year, but the information you publish online should refer to the academic year, as this is how parents understand the school system. As you won't know allocations for the end of the academic year (April to July), you should report on the funding up to the end of the financial year and update it when you have all the figures.

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PE AND SPORT PREMIUM FOR PRIMARY SCHOOLS

If your school receives [PE and sport premium funding](#), you must publish:

how much funding you received			
a full breakdown of how you've spent the funding or will spend the funding			
the effect of the premium on pupils' PE and sport participation and attainment			
how you'll make sure these improvements are sustainable			

SPECIAL EDUCATION NEEDS (SEN) REPORT

You must publish a SEN information report on your school's policy for pupils with SEN. The report must comply with:

- [section 69\(2\) of the Children and Families Act 2014](#)
- [regulation 51](#) and [schedule 1 of the Special Educational Needs and Disability Regulations 2014](#)

You can find details of what to include in schedule 1 of the Special Educational Needs and Disability Regulations 2014 , and section 6 of the Special educational needs and disability code of practice: 0 to 25 years .			
You must also publish the accessibility plan you've prepared in compliance with paragraph 3 of schedule 10 of the Equality Act 2010 .			

GOVERNORS' INFORMATION AND DUTIES

You must publish information about your school's governors, including details of each governor's:

- business interests
- financial interests
- governance roles in other schools
- the structure and responsibilities of the governing body and committees

Read more [advice on publishing information about your school's governors](#).

CHARGING AND REMISSIONS POLICIES

You must publish your school's charging and remissions policies (this means when you cancel fees) . The policies must include details of:

the activities or cases where your school will charge pupils' parents			
the circumstances where your school will make an exception on a payment you would normally expect to receive under your charging policy			
Read about school charging and remission .			

VALUES AND ETHOS

Your website should include a statement of your school's ethos and values.

REQUEST FOR PAPER COPIES

If a parent requests a paper copy of the information on your school's website, you must provide this free of charge.			
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Note: From 1st September 2016 there is a requirement for Governor information to be completed on **Edubase**.

GOOD TO HAVE

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OTHER CONSIDERATIONS

These features are not necessary on your school website but can have a major impact on your visitor usability and engagement.

Online registration and admissions forms – why not make it easy for parents and pupils to register			
A map showing location and directions to your school. Parents often look at location when choosing a school.			
Events calendar – include parent and student events			
Social Media feeds – allow visitors to share via social media as well as follow your social media			
A link to your VLE with instructions on how to obtain login details			
Videos – a school promotional video is a fantastic way to get the feel of your school across to visitors			
After school clubs and extra curricular activities			
Sporting fixtures			
E-commere – allow parents to pay for everything from admissions to uniforms online			
Your Head Teacher’s blog			
Gallery of school photos			
Digital school newsletter – be sure to include the ability for visitors to sign up!			
Newsfeeds – great for getting those important messages noticed			
Feedback form			
FAQ page			
Translation option for international visitors to your website			

