



Newport Girls' High School Freedom of Information Publication Scheme

The school has adopted the model publication scheme for public authorities (which includes schools), prepared and approved by the Information Commissioner. The model publication scheme can be accessed here: <https://ico.org.uk/media/for-organisations/documents/1153/model-publication-scheme.pdf>.

Guide to information available from Newport Girls' High School.

Information to be published	How the information can be obtained	Cost
Class I – Who we are and what we do		
Who's who in the school	Website SLT - https://www.nghs.org.uk/about-us/senior-leadership-team-2021-2022/ Safeguarding - https://www.nghs.org.uk/c/safeguarding/ Pastoral - https://www.nghs.org.uk/c/pastoral-team/	Free
Articles of Association	Website https://www.nghs.org.uk/about-us/academy-finance/	Free
Who's who on the Board of Governors and the basis of their appointment	Website https://www.nghs.org.uk/about-us/governance/	Free
Contact details for the Headteacher and Governing Body, via the school.	Website https://www.nghs.org.uk/contact/	Free
School Prospectus/Curriculum	Website Sixth Form Prospectus - https://www.nghs.org.uk/sixth-form/sixth-form-prospectus-for-2021/ 16 – 19 Curriculum - https://www.nghs.org.uk/academic/16-19-curriculum/ GCSE Options - https://www.nghs.org.uk/assets/Managed/FilesPages/316-gcse-options/SubjectGuideKS4-for-2022-Final.pdf KS3 Curriculum - https://www.nghs.org.uk/academic/ks3-curriculum/	Free
Annual Report	Website https://www.nghs.org.uk/about-us/academy-finance/	Free
Staffing Structure	Hard copy	POA

School session times and term date	Website Term dates - https://www.nghs.org.uk/for-parents/term-dates-2021-2/ Times of the day - https://www.nghs.org.uk/academic/the-school-day/	Free
Address of school and contact details	Website https://www.nghs.org.uk/contact/	Free
Class 2 – What we spend and how we spend it		
Annual budget plan and financial statements	Website https://www.nghs.org.uk/about-us/academy-finance/	Free
Expenditures (items over £5000)	Website https://www.nghs.org.uk/about-us/academy-finance/	Free
Capital funding	Website https://www.nghs.org.uk/about-us/academy-finance/	Free
Financial audit reports	Website https://www.nghs.org.uk/about-us/academy-finance/	Free
Procurement and contracts	Available on request	Free
Staff allowances and expenses	Available on request	Free
Staff pay and grading structure	Website High earners pay: https://www.nghs.org.uk/about-us/academy-finance/ Structure available on request	Free
Additional Premium funding	Website https://www.nghs.org.uk/about-us/premium-funding/	Free
TU facilities time reporting	https://www.nghs.org.uk/about-us/academy-finance/	Free
Class 3 - What our priorities are and how we are doing		
School performance	Website https://www.nghs.org.uk/about-us/school-performance/	Free
Ofsted report	Website https://www.nghs.org.uk/about-us/ofsted-report/	Free
Performance Management Information	Hard copy	POA
Future Plans	Published on website when applicable	Free
Exam and assessment results	Website https://www.nghs.org.uk/about-us/school-performance/	Free
Performance Tables	Website	Free

	https://www.nghs.org.uk/about-us/school-performance/	
Data Protection Impact Assessments or any other impact assessments	Hard Copy	POA
Class 4 – How we make decisions		
Admissions Policy and decisions	Website https://www.nghs.org.uk/admissions/admissions-policy/	Free
Minutes of meetings of Governing Body	Hard Copy	POA
Class 5 – Our policies and procedures		
School policies and other documents	Website Policies including Behaviour and Rewards, Complaints, First Aid, ICT and Acceptable Use, Marking and Feedback, School Trips, SEND, Supporting Students with Medical Conditions, Teaching and Learning, Whistle Blowing: https://www.nghs.org.uk/about-us/policies/ Other policies: Hard Copy	Free POA
Records management, personal data and access to information policies	Website Data Protection Policy, CCTV Policy, Privacy Notices: https://www.nghs.org.uk/about-us/policies/ Record retention schedule: Hard Copy	Free POA
Equality Policy	Website Equality Policy and Accessibility Plan: https://www.nghs.org.uk/about-us/policies/	Free
Safeguarding and Child Protection	Website Child Protection and Safeguarding Policy: https://www.nghs.org.uk/about-us/policies/ Other safeguarding information: https://www.nghs.org.uk/c/safeguarding/	Free
Health and Safety Policy	Hard Copy	POA
HR Policies	Hard Copy	POA
Vacancies	Website https://www.nghs.org.uk/about-us/recruitment/	Free
Careers Information	Website https://www.nghs.org.uk/wider-life-2/	Free
Charging and remissions	Website https://www.nghs.org.uk/about-us/policies/	Free

Class 6 – Lists and Registers		
Disclosure Logs	Hard Copy	POA
Capital Asset Register	Hard copy	POA
Class 7 – The services we offer		
Extra-curricular activities	Website https://www.nghs.org.uk/wider-life-2/clubs-and-activities/	Free
Wider life	Website https://www.nghs.org.uk/wider-life-2/	Free
Care and Support	Website https://www.nghs.org.uk/c/	Free
School Newsletters	Website https://www.nghs.org.uk/for-parents/newport-news/newport-news-2021-22/	Free