



Meet Ofsted Requirements for your Website

Checklist for
Schools
2017/18

In June 2017 the Department of Education released the latest in a set of guidelines about what information you have to publish. We've put together this quick, easy list to help you check if everything is up to date.

School contact details

Your school's website must include the following:

- 1. Your school's name.
- 2. Your school's postal address.
- 3. Your school's telephone number
- 4. The name of the member of staff who deals with queries from parents and other members of the public
- 5. The name and contact details of your special educational needs co-ordinator (SENCO) if you're a mainstream school

* A mainstream school is a local-authority-maintained school other than a special school.

Admission arrangements

Foundation schools and voluntary-aided schools

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

You must explain:

- 1. How you'll consider applications for every age group.
- 2. What parents should do if they want to apply for their child to attend your school
- 3. Your arrangements for selecting the pupils who apply (if you are a selective school).
- 4. Your 'over-subscription criteria' (how you offer places if there are more applicants than places).

Community schools and voluntary-controlled schools

- 1. If the local authority decides your admissions, inform parents that they should contact the local authority to find out about your admission arrangements.

Ofsted reports

You must do one of the following:

- 1. Publish a copy of your school's most recent Ofsted report
- OR
- 2. Publish a link to the report on the Ofsted website.

Exam and assessment results

Key Stage 2 (KS2) results

If you are a Key Stage 2 School, you must publish the following details from your school's most recent KS2 results:

- 1. Average progress scores in reading, writing and maths.
- 2. Average 'scaled scores' in reading and maths.
- 3. Percentage of pupils who achieved the expected standard or above in reading, writing and maths.
- 4. Percentage of pupils who achieved a high level of attainment in reading, writing and maths.

Key Stage 4 (KS4) results

If you are a Key Stage 4 School you must publish the following details from your school's most recent KS4 results:

- 1. Progress 8 score.
- 2. Attainment 8 score.
- 3. Percentage of pupils who got a good pass (grade C or above) in English and maths - from January 2018 you should publish the percentage of pupils who achieved a strong pass (grade 5 or above) in English and maths.
- 4. Percentage of pupils achieving the English Baccalaureate (EBacc) 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) - during the transition to the new GCSE grading scale we will base the EBacc pass level on grade 5 or above for reformed subjects and grade C and above for unreformed subjects.

- 5. 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).

Key Stage 5 (16 to 18) information

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

- 1. The progress your students have made compared with students across the country, shown separately for A levels, academic, applied general and tech level qualifications.
- 2. The average grade that your students get at key stage 5, shown separately for A levels, academic, applied general and tech level qualifications.
- 3. The progress your students have made in English and maths.
- 4. Retention (this is the proportion of students who get to the end of the main programme of study that they enrolled on at your institution), shown separately for each qualification type.
- 5. 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 key stage 4).

You can find more information about these performance measures in the [16 to 19 accountability headline measures guidance](#).

Performance tables

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

Curriculum

You must publish:

- 1. The content of your school curriculum in each academic year for every subject.
- 2. The names of any phonics or reading schemes you're using in key stage 1.
- 3. A list of the courses available to pupils at key stage 4, including GCSEs.

- 4. How parents or other members of the public can find out more about the curriculum your school is following.

Behaviour policy

- 1. You should publish details of your school's behaviour policy. The policy must comply with [Section 89 of the Education and Inspections Act 2006](#).

Advice on developing and publishing your school's behaviour policy is available.

School complaints procedure

- 1. You must publish details of your school's complaints procedure, which must comply with Section 29 of the Education Act 2002.
- 2. You must also publish any arrangements for handling complaints from parents of children with special educational needs (SEN) about the support the school provides.

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 overcome those barriers and the reasons for that approach.
- How you'll measure the effect 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:

- 1. How you spent the pupil premium allocation.
- 2. The effect 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.

The Teaching Schools Council has published templates to support schools in presenting their pupil premium strategies. Use of the templates is voluntary.

Year 7 literacy and numeracy catch-up premium

If your school has received year 7 literacy and numeracy catch-up premium funding, you must publish:

- 1. Your funding allocation for the current academic year.
- 2. Details of how you intend to spend your allocation.
- 3. Details of how you spent your previous year's allocation.
- 4. How last year's allocation made a difference to the attainment of the pupils who benefit from the funding.

PE and sport premium for primary schools

If your school receives PE (physical education) and sport premium funding, you must publish:

- 1. How much funding you received.
- 2. A full breakdown of how you've spent the funding or will spend the funding.
- 3. The effect of the premium on pupils' PE and sport participation and attainment.
- 4. How you'll make sure these improvements are sustainable.

Special educational needs (SEN) and disability information

You must publish an SEN information report on your school's policy for pupils with SEN and should update it annually. You should update any changes occurring during the year as soon as possible.

The report must comply with:

- 1. Section 69 of the Children and Families Act 2014, which includes:
- 2. The arrangements for the admission of disabled pupils.
- 3. The steps you have taken to prevent disabled pupils from being treated less favourably than other pupils.
- 4. The facilities you provide to help disabled pupils to access the school.
- 5. The accessibility plan you have prepared in compliance with paragraph 3 of schedule 10 to the Equality Act 2010. Regulation 51 and schedule 1 of the Special Educational Needs and Disability Regulations 2014.

Equality objectives

Public bodies, including local-authority-maintained schools, are covered by the public sector equality duty in the Equality Act 2010. This means you have to publish:

- 1. Details of how your school is complying with the public sector equality duty - you should update this every year
- 2. Your school's equality objectives - you should update this at least once every 4 years

Governors' information and duties

You must publish:

- 1. Details of the structure and responsibilities of the governing body and its committees.
- 2. Information about each governor's:

- business interests
- financial interests
- governance roles in other schools

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:

- 1. The activities or cases where your school will charge pupils' parents.
- 2. The circumstances where your school will make an exception on a payment you would normally expect to receive under your charging policy.

Values and ethos

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

Requests 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.

Desirable Information

These aren't required by Ofsted, but they help make your site easier to use and can tip the balance in your site being rated as Outstanding.

- 1. Your Twitter feed.
- 2. Any after school clubs and extracurricular activities.
- 3. A uniform list, with contact details for local suppliers (and downloadable order form).
- 4. Downloadable permission slips for school trips.
- 5. A homework timetable, with hand-in in dates.
- 6. Secure area for Governors, with all policies and their review cycle, SDP, committee and GB minutes, links to Modern Governor or GEL eLearning logins, LA Governor Services.

- 7. NGA, training courses and contact details for the GB.
- 8. Spellings lists.
- 9. Information about the PTA or Parents Forum.
- 10. Gallery of children's work (perhaps on class pages).
- 11. Links to Local Authority Schools website, Direct.Gov Schools and the DfE home page.
- 12. The current week's lunch menu.
- 13. A feedback page for parents.
- 14. General guidance on showing children's photographs on the website.
- 15. FAQ page.
- 16. News feeds.
- 17. Your approach to the teaching of reading, including whether reading is taught through systematic synthetic phonics.

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For more information on Webanywhere or to get the latest education news, advice and tips via email, please get in touch.

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