

Introduction: Statutory Requirements for Maintained School Websites

What maintained schools must or should publish online

Regulation: The School Information (England) (Amendment) Regulations 2012 came into force 1st September 2012. The Secretary of State for Education made the following Regulations in exercise of the powers conferred by sections 537 and 569(4) of the Education Act 1996(1), and section 92 of the School Standards and Framework Act 1998(2).

Extracted from Guidance last updated April 2023

In summary, schools now have to provide the following information on their website:

Key Information for School's Website

1. Contact details
2. Admission arrangements or where they may be found (community and voluntary controlled schools only)
3. School Uniforms
4. Ofsted report
5. Test, exam and assessment results
 - a. Most recent key stage 2 results
 - b. Most recent key stage 4 results
 - c. Most recent key stage 5 results
6. Performance measures website
7. School opening hours
8. Curriculum
9. Remote education
10. Behaviour policy
11. Pupil premium and recovery premium
12. PE and sport premium for primary schools
13. Public sector equality duty
14. SEND information
15. Careers programme information
16. Complaints procedure
17. Governors' information and duties
18. Financial information
19. Charging and remissions policy
20. Values and ethos
21. Requests for paper copies

The key information is separated into **must be published** and should be published. We highly recommend that the school aim to provide all required key information.

Key Information for School's Website

1. Contact Details

Contact details **must be published**

- School name
- Postal address
- Telephone number
- Member of staff who deals with queries
- Name and Contact details of SEN Co-ordinator (SENCO)

2. Admission Arrangements

Admission arrangements **must be published** on school websites by 15 March and must be available for the whole of the year on offer. Admission arrangements must explain:

- how applications for incoming year group are considered
- information for parents on how to apply
- selection criteria (if a selective school)
- your over-subscription criteria,
- how in-year applications will be dealt with for your schools by 31 August at the latest
 - If the governing body manages, link to application form and supplementary information.
 - If the school is of the Local Authority's (LA) in-year scheme, provide information and relevant details.

Admission appeals **must be published**

- timetable for organising and hearing admission appeals for your schools by 28 February

This must:

- include a deadline for appeals at least 20 school days from the date of notification of unsuccessful application
- include reasonable deadlines for:
 - submitting additional evidence
 - admission authorities to submit their evidence
 - the clerk to send appeal papers to the panel and parties
- ensure that those making an appeal receive at least 10 school days' notice of their appeal hearing
- ensure that decision letters are sent within 5 school days of the hearing wherever possible

Community schools and voluntary-controlled schools

- As the LA manages your admissions process, refer parents to the local authority to find out about your school's admission and appeal arrangements.

3. School Uniforms

School Uniform policy **must be published** (guidance from <https://www.gov.uk/government/publications/cost-of-school-uniforms/cost-of-school-uniforms>)

Details should:

- state if an item is optional or required
- state if the item will only be worn at certain times of the year (E.g. summer or winter uniform)
- state if a generic item will be accepted or if a branded item is required
- state whether an item can only be purchased from a specific retailer or if it can be purchased more widely, including from second-hand retailers

4. Ofsted Report

Ofsted report **must be published** or linked to the report on Ofsted website <https://reports.ofsted.gov.uk/>

5. Test, Exam and Assessment results

Test, exam and assessment results **must be published** based on guidelines below

a) Key Stage 2 (end of primary school) Results

Do not need to publish 2021-2022 results. Need to display most recent performance measures as published by the Secretary of State (2018-2019 academic year)

Find your school data here: <https://www.find-school-performance-data.service.gov.uk>

Recommended statement to add:

“The government will not publish KS2 school level data for the 2021 to 2022 academic year. The last available public data is from the 2018 to 2019 academic year. It is important to note that the data from that year may no longer reflect current performance.”

b) Key Stage 4 (secondary school) Results

Key stage 4 and 16-18 performance measures for 2021 to 2022 obtained from the Secretary of State should be published.

Find your school data here: <https://www.find-school-performance-data.service.gov.uk>

Recommended statement to add:

“Given the uneven impact of the pandemic on school and college performance data, the government has said you should not make direct comparisons between the performance data for one school or college and another, or to data from previous years.”

These should publish

- Progress 8 score

- Attainment in English and maths (percentage pupils achieving grade 5 and above)
- Attainment 8 score
- English Baccalaureate (EBacc) average point score (APS)

Schools should also publish

- Percentage pupils that enter EBacc
- Percentage pupils staying in education or going in to employment (pupil destinations)

c) Key Stage 5 (16-18) Information, Where Applicable

Should publish most recent performance measures as published by Secretary of State.

Find your school data here: <https://www.find-school-performance-data.service.gov.uk>

These should include

- attainment
- retention
- destinations

Progress performance measures

- do not need to display progress measures (level 3 value added), or an English and mathematics progress measure, on your website.
- These measures will not be published for the 2021 to 2022 academic year.

6. Performance Measures Website

Performance measures website -- Link to school performance tables on <https://www.gov.uk/school-performance-tables>

7. School Opening Hours

School opening hours should be published

- Opening and closing times and
- Total time in a typical week (eg 32.5 hours)

8. Curriculum

Curriculum **must be published**

a) Primary Schools

- the names of any phonics or reading schemes you are using in key stage 1

b) Secondary Schools

- curriculum content for each academic year for every subject, including mandatory subjects eg RE
- a list of the courses available to pupils at key stage 4, including GCSEs
- how parents can access more information on school curriculum

9. Remote Education

Remote education details should be published

- information about your school's [remote education provision](#) on your website.
- An optional [template](#) is available to support schools with this.

10. Behaviour Policy

Behaviour policy **must be published**

- Policy must comply with [section 89 of the Education and Inspections Act 2006](#).
- Read [guidance on developing and publishing your school's behaviour policy](#)

11. Pupil Premium and Recovery Premium

Pupil premium and recovery premium **must be published** if the school receives it

- Must use the DfE template to produce your statement <https://www.gov.uk/government/publications/pupil-premium>
- Recommended to plan pupil premium use over 3 years
 - update your statement each year to reflect your spending activity for that academic year and the impact of pupil premium in the previous academic year.

12. PE and Sport Premium for Primary Schools

If your school receives PE and sport premium funding, you **must publish**:

- the amount of premium received
- a full breakdown of how it has been spent (or will be spent)
- what impact the school has seen on pupils' PE and sport participation and attainment
- how the improvements will be sustainable in the future

Primary Schools:

You **must publish** by 31 July, the percentage of pupils within your year 6 cohort who met the national curriculum requirement to:

- swim competently, confidently, and proficiently over a distance of at least 25 metres
- use a range of strokes effectively (for example front crawl, backstroke, and breaststroke)
- perform safe self-rescue in different water-based situations

13. Public Sector Equality Duty

Public sector equality duty **must be published**

- details of how your school complies with the public sector equality duty - you must update this every year
- your school's equality objectives - you must update this at least once every 4 years

14. SEND Information

Special educational needs and disabilities (SEND) information **must be published**

All maintained schools **must publish** an information report (updated annually) on the implementation of your school's policy for pupils with SEN.

The report must comply with section 69 of the Children and Families Act 2014, and must contain:

- the 'SEN information' specified in schedule 1 to the Special Educational Needs and Disability Regulations 2014. Details here: <https://www.legislation.gov.uk/uksi/2014/1530/schedule/1/made>
- Statutory guidance on this is contained in paragraphs 6.79 to 6.82 of the special educational needs and disability code of practice: 0 to 25 years;
- information on:
 - the arrangements for the admission of disabled pupils
 - the steps you have taken to prevent disabled pupils from being treated less favourably than other pupils
 - the facilities you provide to help disabled pupils to access the school
 - the plan prepared under paragraph 3 of schedule 10 to the Equality Act 2010 (accessibility plan) for:
 - increasing the extent to which disabled pupils can participate in the school's curriculum
 - improving the physical environment of the school for the purpose of increasing the extent to which disabled pupils are able to take advantage of education and benefits, facilities or services provided or offered by the school
 - improving the delivery to disabled pupils of information which is readily accessible to pupils who are not disabled
 - You must also set out how over time you will increase the extent to which disabled pupils participate in the school's curriculum, as part of your school's accessibility plan. There are more details in the special educational needs and disabilities section.

Download our template guide for your academy SEND report

15. Careers Programme Information

Careers programme information **must be published**

- careers leader's name, email address and telephone number
- a summary of the careers programme, including details of how pupils, parents, teachers and employers may access information on the programme
- how the school or college measures and assesses the careers programme's impact on pupils
- the date of the school or college's next review of the information published

16. Complaints Procedure

Complaints procedure **must be published**

- complaints procedure, which must comply with section 29 of the Education Act 2002.

17. Governors' Information and Duties

Governors' information and duties **must be published**

- details of the structure and responsibilities of the governing body and its committees
- the full names of the chair of the governing body and chair of each committee
- information about each governor, including their:
 - full name, date of appointment, term of office, date they stepped down (where applicable) and who appointed them (in accordance with the governing body's instrument of government)
 - relevant business and financial interests including:
 - governance roles in other educational institutions
 - any material interests arising from relationships between governors or relationships between governors and school staff (including spouses, partners and close relatives)
 - attendance record at governing body and committee meetings over the last academic year

You should also publish the same information for associate members making it clear whether they have voting rights on any of the committees to which they have been appointed.

Maintained schools **should publish**

- collect and publish diversity data about the governing board and any local committees.
- ensure that individuals cannot be identified through the publication of data, particularly when board member levels are low. Read more about this in the [data protection toolkit for schools](#) and [Equality Act 2010: advice for schools](#).

18. Financial Information

Financial information **must be published**

- A table of information with number of school employees with gross annual salary £100,000 or more in increments of £10,000
- a link to the webpage which is dedicated to your school on the [schools financial benchmarking service](#) - follow the prompts to find your school's specific page

19. Charging and Remission Policy

Charging and remissions policy **must be published**

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

20. Values and Ethos

Values and ethos should be published

- Maintained schools should publish a statement of their ethos and values.

21. Request for Paper Copies

Requests for paper copies **must be available**

A paper copy of the information on your website must be available if a parent requests one.

Extracted and summarised from

<https://www.gov.uk/guidance/what-maintained-schools-must-publish-online#school-uniforms>

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