



MODEL PUBLICATION TABLE

Approval Date	Pending ratification by Risk and Audit Committee (November 2025)
Policy Owner	Director of Operations
Adopted by Trust Board	Pending ratification by Trust Board (November 2025)
Review Date	November 2027

Information available from **Reach South Academy Trust** under the model publication scheme

This template guide covers only information we currently hold. If we do not hold some of the information listed below, the Trust will mark it as 'not held' in the table.

Information to be published	How you can obtain the information	Cost
Class 1 - Who we are and what we do Information about us; our structures, locations and contacts Current information only	(Hard copy and/or website)	
Contact details for the practice, postal and email address (if used). Where possible, named contacts with telephone number and email address	Website – www.reachsouth.org	Free
Head teacher's contact details	Academy Website	Free
Who's who in the academy	Academy Website	Free
Contact details for the Chair of the Board of Directors	Available on request via email: info@reachsouth.org	Free
Trustees' contact details	Available on request via email: info@reachsouth.org	Free
Trustee who's who	Website	Free
Instrument of Government / Articles of Association	Website	Free
Trust Values and Ethos statement	Website	Free
Trust Scheme of Delegation	Website	Free
Academy prospectus	Academy websites (when issued)	Free
Academy session times and term dates	Academy websites	Free

Class 2 – What we spend and how we spend it Financial information about projected and actual income and expenditure, procurement, contracts and financial audit Current and previous financial year as a minimum	(Hard copy and/or website)	
Trust Annual budget and financial statements	Website	Free
Capital funding	Website	Free
Financial Audits reports	Website	Free
Details of expenditure items over £2000 (published at least annually, where practical, at a more frequent quarterly or six-monthly interval)	Website	Free
Staffing, pay and grading structure. As a minimum the pay information should include salaries for senior staff (Senior Leadership Team or equivalent as above) in bands of £10,000; for more junior posts, by salary range.	Available on request	Free
Staff allowances and expenses that can be incurred or claimed, with totals paid to individual senior staff members (Senior Leadership Team or equivalent, whose basic actual salary is at least £60,000 per annum) by reference to categories.	Available on request	Free
Class 3 – What our priorities are and how we are doing Strategies and plans, performance indicators, audits, inspections and reviews Current information as a minimum	(Hard copy or website)	
Latest reports from regulators (Ofsted) - Summary - Full report	Website	Free

- Post-inspection action plan		
Performance management policy and procedures	Website	Free
Performance data or a direct link to it	Academy Website	Free
The school's future plans; for example, proposals for and any consultation on the future of the school, such as a change in status	Academy Website	Free
Safeguarding and child protection	Website	Free
Class 4 – How we make decisions Decision making processes and records of decisions Current and previous three years as a minimum	(Hard copy or website)	
Admissions policy and, where applicable, admission decisions (<i>eg application numbers/patterns of successful applicants, including criteria on which applications were successful</i>)	Academy Website	Free
Agendas and minutes of meetings of the governing body and its committees, unless an exemption applies to the information or parts of it.	Available on request	Free
Class 5 – Our policies and procedures Current written protocols, policies and procedures for delivering our services and responsibilities Current information only	(Hard copy or website)	

School policies and other documents, such as behaviour policy, anti-bullying policy, eSafety, values and ethos etc.	Academy Website	Free
Safeguarding and child protection, including protecting children's personal data	Website	Free
Policies and procedures relating to recruitment and human resources	Website	Free
Records management and personal data policies, including: • Information security policies • Records retention, destruction and archive policies • Data protection (including information sharing policies)	Website	Free
Class 6 – Lists and Registers Currently maintained lists and registers only (this does not include the attendance register)	(Hard copy or website; some information may only be available by inspection)	
Curriculum circulars and statutory instruments	Available on request	Free
Asset register	Available on request from academies	Free
Any information we are currently legally required to hold in publicly available registers	Available on request from academies	Free
Class 7 – The services we offer Information about the services we offer, including leaflets, guidance and newsletters produced for the public and businesses Current information only	(hard copy or website; some information may only be available by inspection)	
Extra-curricular activities	Academy Website	Free

Out of school/academy clubs	Academy Website	Free
Services for which we are entitled to recover a fee, together with those fees	Academy Website	Free
Requests for paper copies of information	Academy Website	Free
School publications, leaflets, books and newsletters	Academy Website	Free

POLICY HISTORY

Date	Summary of change	Contact	Policy Implementation Date	Review Date
October 2025	New Model Publication Table	Operations	October 2022	September 2024
October 2025	Added a link to Trust website. Added title page to document.	Operations	November 2025	November 2027