Ofsted Website Checklist

Statutory requirements for your school website as stated by the Department of Education.

School Spider

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REQUIRED BY LAW

School Contact Details

Your school website must include the following:

- ☐ Your school's name
- ☐ Your school's postal address
- ☐ Your school's telephone number
- ☐ Name of member of staff who deals with queries from parents and other members of the public
- ☐ Name and contact details of your special educational needs (SEN) 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 up for the whole year.

You must explain:

- ☐ 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 (if you are a selective school)
- ☐ Your over subscription criteria (how you offer places if there are more applicants than places)

Community schools and voluntary controlled schools

If the local authority decides your admissions, you need to advise parents to contact the local authority to find out about your admissions.

Ofsted reports

You must publish either:

- ☐ 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 results

You must publish the following details from your school's most recent key stage 2 results.

- ☐ Average progress scores in reading, writing and maths
- ☐ Average scaled score in reading and maths
- ☐ % of pupils who achieved the expected standard above in reading, writing and maths
- ☐ % of pupils who achieved a high level of attainment in reading, writing and maths

Key Stage 4 results

You must publish the following details from your school's most recent key stage 4 results.

- ☐ Progress and attainment 8 score
- ☐ % of pupils who achieved a strong pass (grade 5 or above) in English and math.
- ☐ % of pupils achieving the EBacc
- ☐ (Suggested) Student destinations (% of students who continue in education or training or move on to employment at the age of 16 to 19)

Performance Tables

☐ You must include a link to the school or college performance table service and your school's performance tables page

Curriculum

You must publish:

☐ The content of your school curriculum in each academic year for every subject, including Religious Education

☐ The names of any phonics or reading schemes you are using in Key Stage 1

☐ A list of courses available to pupils at KS4, including GCSE's

☐ 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 and Inspections Act 2006

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

☐ 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 need to publish a 'pupil premium statement')*

For the current academic year, you must publish:

- ☐ 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 these 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:

- ☐ How you spent the pupil premium allocation
- ☐ 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*

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
- ☐ How many pupils within their year 6 cohort can do each of the following:
  - Swim competently, confidently and proficiently over a distant of at least 25
  - use a range of strokes effectively
  - perform safe self-rescue in different water-based situations

Special Education Needs and Disabilities Information

You should 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:

- [ ] Section 69 of the Children and Families Act 2014
- [ ] The arrangements for the admission of disabled pupils
- [ ] The steps you have taken to prevent disables pupils from being treated less favourable than other pupils
- [ ] The facilities you provide to help disabled pupils to access the school
- [ ] The accessibility plans you have prepared in compliance with paragraph 3 of schedule 10 to the Equality Act 2010 for:

    - Increasing the extent to which disable 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 benefits, facilities and 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
- [ ] Regulation 51 and schedule 1 of the Special Educational Needs and Disability Regulations 2014
- [ ] Section 6 of the Special Educational Needs and Disability code of practice: 0 to 25 years
- [ ] *You can find details of what you must include in* schedule 1 of the Special Educational Needs and Disability Regulations *and* section 6 of the 'Special educational needs and disability code of practice: 0 to 25 years'

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 must publish:

☐ Details of how your school is complying with the public-sector equality duty

☐ Your school's equality objectives – you should update this at least once every 4 years

Details of these publishing obligation are set out here Equality Act 2010: advice for schools.

Governors' Information and Duties

This means you must publish up to date:

Details of the structure and responsibilities of the governing body and its committees

Information about each governor's:

☐ Full name, date of appointment, term of office, date they stepped down (where applicable) and who appointed them

☐ Business interests

☐ Financial interests

☐ Governance roles in other schools

☐ Any material interests arising from 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

Read more advice on publishing information about your school's governors here.

Charging and Remissions Policies

You must publish your school's charging 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 charging remission here.*

Values and ethos

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

Requests for paper copies

If a parent's requests a paper copy of the information on your school's website, you must provide this free of charge.

Financial Information

You must publish:

- ☐ How many school employees (if any) have a gross annual salary of £100,000 or more in increments of £10,000 – we recommend using a table to display this
- ☐ A link to the webpage which is dedicated to your school on the schools financial benchmarking service

Source, Department of Education

GOOD TO HAVE

These are not necessary to have on your school website, but they can have a major impact your visitors engagement with your website.

- ☐ Online registration and admissions forms

- ☐ Map showing the location of your school

- ☐ School Calendar – show upcoming events for parents and pupils

- ☐ Social Media – include your social media newsfeed so users can see what you have been up to and parents can follow you

- ☐ News/Newsletters – keep your parents up to date and show off to visitors what you do in your school

- ☐ After school clubs and extracurricular activities

- ☐ Blogs – school blogs/headteacher blogs

- ☐ Translator for international

- ☐ Quick links to areas of your website you want to highlight

- ☐ Class / Year Group pages, tell your parents what's happening in class
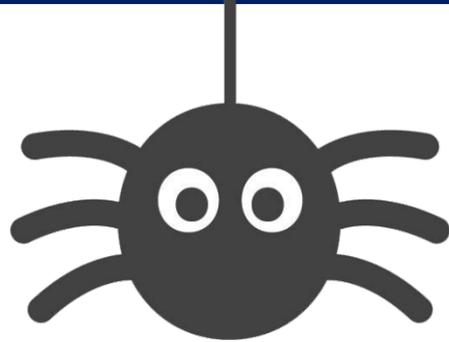
GET IN TOUCH!

If you'd like to find out more about School Spider, contact us on the information below.

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