

# School Website Audit - November 2014

Every maintained school must publish specific information on its website to comply with The School Information (England) (Amendment) Regulations 2012.

This audit is intended to provide ICT coordinators, school management and governors with a simple tool to measure the quality of information displayed on their school website; no score is achieved.

The audit is split into 3 areas; Statutory, Desirable and Other Ideas to Consider. Statutory information is required by legislation to be published online. Whilst Desirable information is not legally required, together with Statutory they provide a comprehensive source of information, documentation and news relating to your school. Other areas to consider come from our experience of working with schools and some of the areas we have developed with them

Each area should be graded as RED - Not In Place, AMBER - Partially In Place or Requires Updating, GREEN - In Place and Accurate. Notes relating to RED or AMBER grades can be in the notes section at the back of this audit to assist with planning.

You should give yourself 60 minutes to complete this audit fully.



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# Statutory

## Contact Details

Your school's website must include the following contact information:

- School name
- School postal address
- School telephone number
- The name of the member of staff who deals with queries from parents and other members of the public

## Admission arrangements

*Either*, publish your school's admission arrangements, explaining how you will consider applications for every age group, including:

- arrangements you have in place for selecting the pupils who apply
- your oversubscription criteria (how you offer places if there are more applicants than places)
- an explanation of the process parents need to follow if they want to apply for their child to attend your school

*Or* publish details of how parents can find out about your school's admission arrangements through your local authority

## Ofsted Reports

*Either* publish a copy of your school's most recent Ofsted report

*Or* publish a link to the webpage where users can find your school's most recent Ofsted report

## Exam and assessment results

### Key stage 2 (KS2) results

You must publish the following details from your school's most recent KS2 results:

- percentage of pupils who achieved level 4 or above in reading, writing and maths
- percentage of pupils who have improved by 2 or more levels in reading, writing and maths between key stage 1 (KS1) and KS2
- percentage of pupils who achieved level 5 or above in reading and writing
- percentage of pupils who achieved level 5 or above in maths

## Statutory

### Exam and assessment results

#### Key stage 4 (KS4) results

You must publish the following details from your school's most recent KS4 results:

- percentage of pupils who achieved a C or above in GCSEs (or equivalent) in 5 or more subjects, including English and maths
- percentage of pupils who achieved the English Baccalaureate
- percentage of pupils who have achieved at least the minimum expected levels of progress in English and maths between KS2 and KS4

### Performance Tables

You must include a link to the DfE school performance tables website

### Curriculum

You must publish the following information about your school's curriculum:

- the content of the curriculum your school follows in each academic year for every subject
- the names of any phonics or reading schemes you are using in KS1
- a list of the courses available to pupils at KS4, including GCSEs
- how parents or other members of the public can find out more about the curriculum your school is following

### Pupil premium

You must publish details of how your school spends its pupil premium funding and the effect this has had on the attainment of the pupils who attract the funding.

You must include the following:

- your pupil premium allocation for the current academic year
- details of how you intend to spend your allocation
- details of how you spent your previous academic year's allocation
- how it made a difference to the attainment of disadvantaged pupils

The funding is allocated for each financial year, but the information you publish online should refer to the academic year, as this is how parents and the general public understand the school year.

As allocations will not be known for the latter part 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.

## Statutory

### Year 7 literacy and numeracy catch-up premium

If your school receives year 7 literacy and numeracy catch-up premium funding, you must publish details of how your school spends this funding and the effect this has had on the attainment of the pupils who attract it.

You must include the following:

- your year 7 literacy and numeracy catch-up premium allocation for the current academic year
- details of how you intend to spend your allocation
- details of how you spent your previous academic year's allocation
- how it made a difference to the attainment of the pupils who attract the funding

### PE and sport premium for primary schools

If your school receives PE and sport premium funding, you must publish details of how your school spends this funding and the effect it has had on pupils' PE and sport participation and attainment.

You must include the following:

- your PE and sport premium allocation for the current academic year
- details of how you intend to spend your allocation
- details of how you spent your previous academic year's allocation
- how it made a difference to the PE and sport participation and attainment of the pupils who attract the funding

### Special educational needs (SEN) report

If your school is a maintained school, then your governing body must publish a report on the school's policy for pupils with SEN.

The report must comply with:

- section 69(2) of the Children and Families Act 2014
- regulation 51 and schedule 1 of the Special Educational Needs and Disability Regulations 2014

The report must include details of:

- your school's admission arrangements for pupils with SEN or disabilities
- the steps you have taken to prevent pupils with SEN from being treated less favourably than other pupils
- access facilities for pupils with SEN
- the accessibility plan your governing body has written in compliance with paragraph 3 of schedule 10 to the Equality Act 2010

## Statutory

### Values and ethos

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

### 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

### Charging and remissions policies

You must publish your school's charging and remissions policies. The policies must include details of:

- the activities or cases for which 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

### Requests for copies

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

Desirable			
A sensible domain name eg. stpaulsprimary.sch.uk			
Map & directions			
Information about access			
The headteacher's name with first name or initial			
The name of whoever is most likely to answer the phone			
Names of all school staff with photos including responsibilities			
Information on the role of the governing body, how to become a governor			
Annual governance statement, list of governors with photos including titles, record of attendance.			
Secure area for governors with policies, minutes, Governors' Handbook, contact details			
Information about PTA or Parents Forum			
Link to Parent View			
Link to your VLE with instruction on how to get a parent's password			
Links to LA and gov.uk education pages			
Newsletter and Letters To Parents library			
Latest news, school activities, photos			
Twitter feed			
Term dates for the next 2 years			
Times of the school day, lessons, assemblies, etc			
After school clubs, extra curricular activities			
Events calendar			
Homework timetable. Spelling lists. Reading lists.			
Uniform list, local suppliers, order forms			
School menus			
Downloadable Permission Slip, Request for Leave, Home/School Agreement			
Information on school's compliance with the Public Sector Equality Duty and the equality objectives that have been set.			
Complaints policy			
Anti-bullying policy			

## Other Areas to Consider

Year group blogs, teacher led discussion groups			
If encouraging pupil participation introduce an E-safety policy and Acceptable Use Policy			
Feedback page. "You told us this, we did this..."			
FAQ page			
Teaching resources for parents page			
School awards page			
Offer translations of your pages and policies			
Headteacher's blog			
House points scores			
Links to feeder school web sites, advice from ex-pupils			

## Notes



## Notes