# ACADEMY PUBLICATION SCHEME

INFORMATION AVAILABLE FROM UNIFIED ACADEMY UNDER THE MODEL PUBLICATION SCHEME

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| *Written by:* | Annabelle Thomas |
| *Date of last review:* | June 2026 |
| *Date of next review* | June 2027 |

| Information to be published | How you can obtain the information | Cost |
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| **Class 1 - Who we are and what we do** | | |
| Information about us; our structures, locations and contacts | https://www.unifiedacademy.org/about_us/ | There is no charge for digital copies of information. A charge of 5p per page plus postage at cost may be made for paper copies of information. |
| Contact details for the Organisation, postal and email address, telephone number. | https://www.unifiedacademy.org/contact/ | |
| Principal's contact details | https://www.unifiedacademy.org/contact/ | |
| Who's who in the school | https://www.unifiedacademy.org/about_us/the-team/ | |
| Who's who on the governing body / board of governors and selection criteria for appointment<br><br>Governing body's contact details | https://www.unifiedacademy.org/about_us/governors/<br><br>https://www.unifiedacademy.org/contact/ | |
| Instrument of Government / Articles of Association | https://www.ohcat.org/governance/ohc-statutory-information/ | |
| School prospectus | https://www.unifiedacademy.org/parents/prospectus/ | |
| School session times and term dates | https://www.unifiedacademy.org/parents/term-dates/ | |
| **Class 2 – What we spend and how we spend it** | | |
| Financial information about projected and actual income and expenditure, procurement, contracts and financial audit | https://www.ohcat.org/governance/ohc-statutory-information/<br><br>Please contact us for more information. Please mark all requests **Freedom of Information Request** https://www.ohcat.org/contact/ | There is no charge for digital copies of information. A charge of 5p per page plus postage at cost may be made for paper copies of information. |
| Annual budget and financial statements | | |
| Capital funding | | |
| Financial Audits reports | | |
| Details of expenditure items over £2000 | | |

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| Staff pay | | |
| Staff allowances and expenses that can be incurred or claimed, with totals paid to individual senior staff members | | |
| Governors' allowances that can be incurred or claimed, and a record of total payments made to individual governors | | |
| Procurement and contracts we have entered into | | |
| Details of any premiums we receive such as Pupil premium. | | |
| **Class 3 – What our priorities are and how we are doing** | | |
| Strategies and plans, performance indicators, audits, inspections and reviews | https://www.ohcat.org/governance/ohcat-statutory-information/ | There is no charge for digital copies of information. A charge of 5p per page plus postage at cost may be made for paper copies of information. |
| Annual Report | | |
| Latest reports from regulators (Ofsted)<br>- Summary<br>- Full report<br>- Post-inspection action plan | https://www.unifiedacademy.org/key-information/ofsted/<br><br>https://www.unifiedacademy.org/key-information/school-self-evaluation-form/ | |
| Exam and assessment results | https://www.unifiedacademy.org/key-information/exams-and-assessments/ | |
| Performance tables | https://www.unifiedacademy.org/key-information/performance-tables/ | |
| Careers programme information | https://www.unifiedacademy.org/curriculum/careers-guidance/ | |
| The school's future plans e.g. proposals for and any consultation on the future of our school. | https://www.unifiedacademy.org/about_us/ | |
| School profile and performance data supplied to the English Government | https://www.unifiedacademy.org/key-information/performance-tables/ | |

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| Data Protection impact assessments (in full or summary format) or any other impact assessment (e.g. Health & Safety Impact Assessment, Equality Impact Assessments etc.), as appropriate and relevant | Please contact us for more information. Please mark all requests **Freedom of Information Request** https://www.ohcat.org/contact/ | |
| **Class 4 – How we make decisions** | | |
| Admissions policy and, where applicable, admission decisions | https://www.unifiedacademy.org/admissions/ | There is no charge for digital copies of information. A charge of 5p per page plus postage at cost may be made for paper copies of information. |
| Agendas and minutes of meetings of the governing body and its committees, unless an exemption applies to the information or parts of it. | https://www.unifiedacademy.org/about_us/governors/ | |
| **Class 5 – Our policies and procedures** | | |
| School policies and other documents, such as behaviour policy, anti-bullying policy, e-safety, values and ethos etc. | https://www.unifiedacademy.org/key-information/policies/ | There is no charge for digital copies of information. A charge of 5p per page plus postage at cost may be made for paper copies of information. |
| Safeguarding and child protection, including protecting children's personal data | https://www.unifiedacademy.org/about_us/safeguarding/ | |
| Equality and Diversity | https://www.unifiedacademy.org/about_us/equality-diversity/ | |
| Policies and procedures relating to recruitment and human resources | Please contact us for more information. Please mark all requests **Freedom of Information Request** https://www.ohcat.org/contact/ | |
| Special educational needs | https://www.unifiedacademy.org/key-information/sen-information-report/ | |
| Customer service and Complaints policies and procedures (inc. requests for information and operating the publication scheme) | https://www.unifiedacademy.org/key-information/policies/ | |

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| Pay Policy | Please contact us for more information. Please mark all requests **Freedom of Information Request** https://www.ohcat.org/contact/<br><br>https://www.unifiedacademy.org/about_us/privacy-statement/ | |
| Records management (Information security policies Records retention, destruction and archive policies)<br>Data protection | | |
| Charging regimes and policies | https://www.unifiedacademy.org/parents/ | |
| **Class 6 – Lists and Registers** | | |
| Curriculum circulars and statutory instruments | https://www.ohcat.org/governance/ohcat-statutory-information/ | There is no charge for digital copies of information. A charge of 5p per page plus postage at cost may be made for paper copies of information. |
| CCTV<br><br>Details of the locations of any overt CCTV surveillance cameras operated by us or on our behalf | Please contact us for more information. Please mark all requests **Freedom of Information Request** https://www.ohcat.org/contact/ | |
| Disclosure logs, i.e. information provided in response to FOIA/EIR requests | | |
| Asset register and Information Asset register | | |
| Any information we are currently legally required to hold in publicly available registers | https://www.ohcat.org/<br>https://www.unifiedacademy.org/ | |
| **Class 7 – The services we offer**<br>(some information may only be available by inspection) | | |
| Extra-curricular activities | N/A | There is no charge for digital copies of information. A charge of 5p per page plus postage at cost may be made for paper copies of information. |
| Out of school/academy clubs | N/A | |
| Services for which we are entitled to recover a fee, together with those fees | N/A | |
| Our publications, leaflets, books and newsletters | https://www.unifiedacademy.org/parents/newsletters/<br>https://www.ohcat.org/about_us/include-magazine/<br>https://www.ohcat.org/about_us/in-the-media/ | |
| **Additional Information**<br><br>Requests for paper copies of information and any information that is not itemised in the lists above | https://orchardhill.ac.uk/<br><br>Please mark all requests **Freedom of Information** https://www.ohcat.org/contact/ | |