

## Rosehill Infant & Nursery School

### Freedom of information Scheme

This is a list of information we hold. Not all will be released as part of an FoI request. All requests will be considered in line with our policy and obligations.

Information available	How the information can be obtained	Charge
<b>Information, structure, locations and contacts</b> Current information only		
Who's who in Rosehill Infant & Nursey school	Website	No charge
Governing board – names and details of the governors and the basis of their appointment.	Individual School websites	No charge
Instrument of Government –Funding Agreements	DfE website	No charge
Staffing structure	School Website	No charge
School Session times, term dates and holidays	School Website	No charge
Location & Contact information – address, telephone numbers & website	School Website	No charge
Contact details for the Chair of the Governing Board	School Website	No charge
School Prospectus	School Website	No charge

Information available	How the information can be obtained	Charge
<b>Financial information relating to projected and actual income and expenditure, procurement, contracts and financial audit</b> (Minimum of current and the previous two years financial year)		

Annual financial statements, capital funding and income generation for prior years	Local Authority – Please contact school	No charge
Statutory Accounts	Local Authority – Please contact school	No charge
Details of capital funding allocated to the school along with information on related building projects and other capital projects or sources of funding for current year	Electronic copy through request to <a href="mailto:Head@rosehill.derby.sch.uk">Head@rosehill.derby.sch.uk</a>	No charge

Procurement and contracts, subject to the commercial/confidential public interest test	Electronic copy through request to <a href="mailto:Head@rosehill.derby.sch.uk">Head@rosehill.derby.sch.uk</a>	No charge
Model Schools Pay policy	Derby City Council - electronic copy through request to <a href="mailto:Head@rosehill.derby.sch.uk">Head@rosehill.derby.sch.uk</a>	No charge
Staff grading and structure	Electronic copy through request to <a href="mailto:head@rosehill.derby.sch.uk">head@rosehill.derby.sch.uk</a>	Schedule of charges
Governors' allowances – details if allowances/expenses that can be claimed/incurred see governors allowance policy	School Website	No Charge

Information available	How the information can be obtained	Charge
<b>Strategies and plans, performance indicators, audits, inspections and reviews</b> Current information as a minimum		
School Profile -Government supplied data -Latest OFSTED report – summary and full report	DfE Website <a href="#">Ofsted website</a> School website	Schedule of charges
Performance Management policy and procedures	Hard copy through request to <a href="mailto:head@rosehill.derby.sch.uk">head@rosehill.derby.sch.uk</a>	Schedule of charges

Future plans	School Websites Hard Copy through request to head@rosehill.derby.sch.uk	No charge
Safeguarding policies and procedures	School Website	Schedule of charges

Information available	How the information can be obtained	Charge
<b>Decision making processes and records of decisions</b> Current and previous three years as a minimum		
Admissions Code	school website	No charge
Governing Board meeting agendas and minutes – (this will exclude information that is properly regarded as confidential to the meeting)	School Website	Schedule of charges No charge

Information available	How the information can be obtained	Charge
<b>Current written protocols, policies and procedures for delivery our services and responsibilities</b> Current information as a minimum		

<p><b>Policies including:</b></p> <p>Charging and remission policy</p> <p>Health &amp; Safety Policy</p> <p>Complaints Policy</p> <p>Staff, discipline, grievance, pay and conduct Policies</p> <p>Equal Opportunities policies – including equality &amp; diversities</p> <p>Staff Recruitment &amp; Selection policies</p> <p>Child Protection Policy</p>	<p>School website</p> <p>School website</p> <p>Rosehill Adopt DCC HR policies for a copy please e-mail <a href="mailto:Head@rosehill.derby.sch.uk">Head@rosehill.derby.sch.uk</a></p> <p>School Website</p> <p>School Website</p> <p>School Website</p>	<p>No charge</p>
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<p><b>Pupil and curriculum policies including:</b></p> <p>Home School Agreement</p> <p>Curriculum Policy</p> <p>Special Needs Educational Policy</p> <p>Accessibility Policy</p>	<p>Hard copy</p> <p>please e-mail <a href="mailto:Head@rosehill.derby.sch.uk">Head@rosehill.derby.sch.uk</a></p> <p>School Website</p>	<p>No charge</p>
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Information available	How the information can be obtained	Charge
<p align="center"><b>Procedures and Policies</b></p> <p align="center">Current information as a minimum</p>		

<b>Pupil and curriculum policies including:</b> (cont'd) Equality Policy Suspension and exclusion policy	Hard copy & School Website	No charge
<b>Records Management and Personal Data Policies:</b> Retention policy Data Protection policies	School Website	No charge
<b>Charging Regimes and policies:</b> includes details of any statutory charging regimes – charges made for information routinely published. Clearly stating what costs are to be recovered, the basis on which they are made and how they are calculated.	Hard copy please e-mail <a href="mailto:Head@rosehill.derby.sch.uk">Head@rosehill.derby.sch.uk</a>	No charge

Information available	How the information can be obtained	Charge
Lists and Registers only		
Curriculum circulars and statutory instruments	Hard copy please e-mail <a href="mailto:Head@rosehill.derby.sch.uk">Head@rosehill.derby.sch.uk</a>	Schedule of charges
Disclosure Logs	In school	Schedule of charges
Asset Register	In school	Schedule of charges
Any information the School is currently legally required to hold in publicly available registers	Hard copy	Schedule of charges

Information services Currently information only		
Extra-curricular activities Out of School Clubs	School website	No charge
School publications	School Websites	No charge
Services for which the school is entitled to recover a fee, together with those fees	In School	No charge
Leaflets, booklets and newsletters	School Websites	No charge

Date Ratified: 26<sup>th</sup> February 2026

Signed ..... Chair of Governors

Signed ..... Head Teacher

Date of next Review March 2027