

Guide to information available from the Mead Educational Trust under the model publication scheme.



Information to be published.	How the information can be obtained	Cost
<p>Class 1 - Who we are and what we do This will be current information only</p>		
Who's who in the Trust	Meet The Executive Team – The Mead Educational Trust TMET Leicester MAT	Free
Who's who on the governing body / board of governors and the basis of their appointment	Meet The Members & Trustees – The Mead Educational Trust TMET Leicester MAT	Free
Articles of Association	Company Documents – The Mead Educational Trust TMET Leicester MAT	Free
Contact details for the CEO and for the governing body (named contacts where possible).	Contact Us – The Mead Educational Trust TMET Leicester MAT	Free
Annual Report	Company Documents – The Mead Educational Trust TMET Leicester MAT	Free

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School term dates	Our Schools – The Mead Educational Trust TMET Leicester MAT	Free
Address of school and contact details, including email address.	Our Schools – The Mead Educational Trust TMET Leicester MAT	Free
Class 2 – What we spend and how we spend it Current and previous financial year as a minimum		
Annual budget plan and financial statements: Pupil Premium – Academy level Sports Premium – Academy level Catch Up Numeracy Fund – Academy level Catch Up Literacy Fund – Academy level Annual Accounts – Trust level Gender Pay Gap – Trust level Master Funding Agreement – Trust level	Our Schools: Our Schools – The Mead Educational Trust TMET Leicester MAT Our Trust: Company Documents – The Mead Educational Trust TMET Leicester MAT	Free
Capital funding	Hard Copy	Free
Financial audit reports	Hard Copy	Free

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Details of expenditure items over £2000 – published at least annually but at a more frequent quarterly or six-monthly interval where practical.	Hard Copy	Free
Pay policy	Hard Copy	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.	Hard Copy	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.	Hard Copy	Free
Governors' allowances that can be incurred or claimed, and a record of total payments made to individual governors.	Hard Copy	Free

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<p>Class 3 – What our priorities are and how we are doing</p> <p>Current information as a minimum</p>		
<p>School profile (if any)</p> <p>And in all cases:</p> <ul style="list-style-type: none"> • Performance data supplied to the English Government or a direct link to the data • The latest Ofsted report <ul style="list-style-type: none"> - Summary - Full report 	<p>School Website: Our Schools – The Mead Educational Trust TMET Leicester MAT</p>	<p>Free</p>
<p>Performance management policy and procedures adopted by the governing body.</p>	<p>Hard Copy</p>	<p>Free</p>
<p>The school’s future plans; for example, proposals for and any consultation on the future of the school, such as a change in status</p>	<p>School Website when applicable: Our Schools – The Mead Educational Trust TMET Leicester MAT</p>	<p>Free</p>

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Safeguarding and child protection	Trust Policies – The Mead Educational Trust TMET Leicester MAT	Free
Class 4 – How we make decisions Current and previous three years as a minimum		
Admissions policy	Trust Policies – The Mead Educational Trust TMET Leicester MAT	Free
Agendas and minutes of meetings of the governing body and its committees. (NB this will exclude information that is properly regarded as private to the meetings).	Hard Copy	Free
Class 5 – Our policies and procedures Current information only.		
Records management and personal data policies, including: <ul style="list-style-type: none"> • Information security policies • Records retention, destruction and archive policies • Data protection (including information sharing policies) 	GDPR – The Mead Educational Trust TMET Leicester MAT	Free

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Charging regimes and policies. This should include details of any statutory charging regimes.	Trust Policies – The Mead Educational Trust TMET Leicester MAT	Free
All relevant statutory policies required to be published.	Trust Policies – The Mead Educational Trust TMET Leicester MAT	Free
Class 6 – Lists and Registers Currently maintained lists and registers only (this does not include the attendance register).		
Curriculum circulars and statutory instruments	School Website: Our Schools – The Mead Educational Trust TMET Leicester MAT	Free
Any information the school is currently legally required to hold in publicly available registers	Hard Copy at schools	Free
Class 7 – The services we offer Current information only		Free

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Extra-curricular activities	School Website: Our Schools – The Mead Educational Trust TMET Leicester MAT	Free
Out of school clubs	School Website: Our Schools – The Mead Educational Trust TMET Leicester MAT	Free
Services for which the school is entitled to recover a fee, together with those fees	School Website: Our Schools – The Mead Educational Trust TMET Leicester MAT	Free
School publications, leaflets, books and newsletters	School Website or Hard Copy: Our Schools – The Mead Educational Trust TMET Leicester MAT	Free
<p>Additional Information</p> <p>The academy SEND offer. Gender Pay Gap Report Apprentice Report</p>	<p>School Website: Our Schools – The Mead Educational Trust TMET Leicester MAT</p> <p>Trust Website: Company Documents – The Mead Educational Trust TMET Leicester MAT</p>	Free

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SCHEDULE OF CHARGES

Where information is readily available via the website of an individual academy or the Trust, we would encourage that enquirers locate and access the information electronically where possible.

TYPE OF CHARGE	DESCRIPTION	BASIS OF CHARGE
Disbursement cost	Photocopying/printing @ 2 p per sheet (black & white)-May Vary	Actual cost
	Photocopying/printing @ 5 p per sheet (colour)-May Vary	Actual cost
	Postage	Actual cost of Royal Mail standard 2 nd class