



Kings International College is committed to making information about its operation and organisation generally available to the public, either through published documents (including those published on the Schools' website), or upon request.

In accordance with the Freedom of Information Act 2000, the School is required to have an approved Publication Scheme. Kings International College has adopted the Model Publication Scheme prepared and approved by the Information Commissioner. The Model Publication Scheme may be adopted without modification by any public authority without further approval and will be valid until further notice.

[Click here to view the Freedom of Information Publication Scheme](#)

In addition to the Model Publication Scheme, organisations are obliged to produce a guide to the specific information held under each of the classes of information identified in the Scheme.

Schedule of Available Information

Class 1 – Who we are and what we do	Available From	Charge
Instrument of government	School Website	Free
The composition of the governing body	School Website	Free
Outline of the school curriculum	School Website	Free
School Session times and term dates	School Website	Free
School location and contact information	School Website	Free
Class 2 – What we spend and how we spend it		
Annual budget plans and financial statements	Upon request	Charge
Employee Pay Policy	Upon request	Charge
Amount of pupil premium received and how it is spent	School Website	Free
Class 3 – What our priorities are and how we are doing		
Latest Ofsted report	School Website	Free
Performance tables	School Website	Free
Pay and Appraisal Policy	Upon request	Charge
Examination and assessment results	School Website	Free
Class 4 – How we make decisions		
Admission Arrangements	School Website	Free
Governing Body Meeting Minutes	School Website	Free
Class 5 – Our policies and procedures		
Behaviour Policy	School Website	Free
Equality Objectives	School Website	Free
Special Educational Needs and Disability information	School Website	Free
Careers Program	School Website	Free
Complaints Procedure	School Website	Free
Charging and remissions policy	School Website	Free
Child Protection & Safeguarding policy	School Website	Free

Please see school website for a full list of policies available	School Website	Free
Information on school uniform	School Website	Free
Class 6 -Lists and Registers		
Curriculum circulars and statutory instruments	Upon request	Charge
Details of location of CCTV surveillance cameras	Upon request	Charge
Any information we are currently legally require to hold in publicly available registers	Upon request	Free
Class 7 – The services we offer		
Extra-Curricular clubs	School Website	Free
Services for which the school is entitled to recover a fee, together with those fees e.g. hiring of facilities	Upon request	Free
School publications	Upon request	Free