

ALL SAINTS' TRUST

Freedom of Information Publication Scheme

This publication scheme document is based on the model publication scheme prepared and approved by the Information Commissioner.

1. Who we are and what we do.

Address: All Saints' Trust, Donnington Road, Kenton, Harrow, Middlesex, HA3 0NB

Telephone Number: 0208 907 8828

Email: consultation@allsaintstrust.co.uk

Website: www.allsaintstrust.co.uk

Name of chair of Trust Board: Mr A Frederick

Name of CEO: Mr A Prindiville

Information held in this area (available on the Trust website) includes:

- Trust Member details
- Trust Board details
- Scheme of Delegation
- Articles of Association
- Memorandum of Association
- Funding Agreement
- Certificate of Incorporation

2. What we spend and how we spend it.

The following information is available from the Trust on request:

- Annual Trustees Report and Audited Accounts (also available on the Trust website)
- Financial audit reports
- Procurement and contracts
- Staff allowances and expenses
- Directors' expenses

3. What our priorities are and how we are doing

Information held in this area includes:

- Performance data supplied to the government (available via link on each school's website).
- Latest Ofsted report (available via link on each school's website).
- Performance Management information (available from each school on request).
- The Trust's future plans (any planned changes will be made available via the Trust website).
- Safeguarding and child protection policies / procedures (available from each school on request and on each school's website).

4. How we make decisions

Information held in this area includes:

- Admissions policy/ decisions (available on each school's website).
- Minutes of Trust Board Meetings (available from the Trust on request).
- Minutes of the governing body and its committees (available from each school on request).

5. Our policies and procedures

Please visit our Trust website.

6. Lists and registers

Any information the Trust is currently legally required to hold in publicly available registers, are available on request from the Trust.

7. The services we offer

Information about the services the Trust provides can be viewed on our Trust website or requested directly from the schools within the Trust.

8. Charges which may be made for information published under this scheme.

Charges may be made for actual disbursements incurred such as:

- Photocopying
- Postage and Packaging
- The costs directly incurred as a result of viewing information.
- Making datasets (or parts of datasets) that are relevant copyright works available for re-use.

If a charge is to be made, confirmation of the payment due will be given before the information is provided. Please note payment may be requested prior to provision of the information.

9. Written requests

Information held by the Trust that is not published under the scheme can be requested in writing from the Trust, when its provision will be considered in accordance with the provisions of the Freedom of Information Act.

10. Review Process

If you are dissatisfied with the outcome of your request, you should contact the Chair of the Trust Board who will arrange for an internal review to be carried out. The internal review will be carried out by a senior member of staff within the All Saints' Trust who did not deal with the original request; so that a fresh decision based on all the available evidence relevant to the date of the request can be made. In most cases, this review will be completed within 20 working days.

The Chair of the Trust Board (Mr A Frederick) can be contacted at:

All Saints' Trust
Donnington Road
Kenton
Harrow
Middlesex
HA3 0NB

consultation@allsaintstrust.co.uk