Published guide to information

Information	How the information can be obtained	Cost
Class two: what we spend and how we spend it (financial information relating to projected and actual income and expenditure, procurement, contracts and financial audit) current and previous financial year, as a minimum)		
Annual budget plan and financial statements	**Hard copy:** available upon request – contact finance@ascat.co.uk	5p per page
Capital Funding	**Hard copy:** available upon request – contact finance@ascat.co.uk	5p per page
Financial audit reports	**Hard copy:** available upon request – contact finance@ascat.co.uk	5p per page
Details of expenditure items over £2000 – published at least annually but as a more frequent quarterly or six-monthly interval where practical	**Hard copy:** available upon request – contact finance@ascat.co.uk	5p per page
Procurement and contracts the school has entered into, or information relating to/a link to information held by an organisation which has done so on its behalf (for example, a local authority or diocese)	**Hard copy:** available upon request – contact resources@ascat.co.uk	5p per page
Pay policy	**Hard copy:** available upon request – contact payroll@ascat.co.uk	5p per page
Staff allowances and expenses that can be incurred or claimed, with totals paid to individual senior staff members (Senior Leadership Team or equivalent as above) by reference to categories	**Hard copy:** available upon request – contact payroll@ascat.co.uk	5p per page
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:** available upon request – contact payroll@ascat.co.uk	5p per page
Governors' allowances that can be incurred or claimed and a record of total payments made to individual governors.	**Hard copy:** available upon request – contact finance@ascat.co.uk	5p per page