Aspire Academy Trust Freedom of Information Statement

Information that is available under this scheme includes:

- Who we are and what we do
- What we spend and how we spend it
- What are our priorities are and how we are doing
- How we make decisions
- Our policies and procedures
- Lists and registers
- The services we offer

Information which will not be made available under this scheme includes:

- Information the disclosure of which is prevented by law, or exempt under the Freedom of Information Act, or is otherwise properly considered to be protected from disclosure.
- Information in draft form.
- Information that is no longer readily available as it is contained in files that have been placed in archive storage, or is difficult to access for similar reasons.

1. How to request information

Requested documents under this scheme will be delivered electronically where possible, but paper copies can be provided by contacting the Trust using the below contact details.

To enable us to process your request quickly, please mark all correspondence:
"FREEDOM OF INFORMATION REQUEST"

Documents can be translated under disability legislation into accessible formats where possible.

2. Charges

Documents contained in this scheme are free to view on the school website.
Single paper copies are also available free of charge to parents and prospective parents of the school.

3. Feedback

We welcome any comments or suggestions you may have regarding this scheme. Please contact the Trust body using the below contact details.

Company Secretary, Aspire Academy Trust, Oak Suite, SAPC House, St Austell Business Park, St Austell, Cornwall, PL25 4FD

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