

**MANSFIELD COLLEGE
OXFORD UNIVERSITY
FREEDOM OF INFORMATION ACT 2000 PUBLICATION SCHEME – COLLEGE TEMPLATE**

CLASS OF INFORMATION	DEFINITION	FORMAT(S) AVAILABLE
LEGAL FRAMEWORK Statutes Bylaws	- includes information about governance, fellowships, College Officers, administration of trust funds	<i>hard copy</i>
STATEMENTS OF POLICY AND PURPOSE Prospectus	- includes information on admissions, subjects and courses available	<i>hard copy, or electronically via the web</i>
LEGAL OBLIGATIONS Health and Safety Risk Management Policy Data Protection Equal Opportunities Policy - Race Relations - Disabilities Codes of Practice on: - Harassment - Freedom of speech Complaints and Appeals	- general policy including fire regs, sports policies, rowing on the river - including key risks and management policy and [sample] form - including (i) Action Plan & (ii) Policy - information on facilities and assistance - on academic or other disciplinary matters	<i>hard copy,</i> <i>hard copy</i> <i>hard copy</i> <i>hard copy</i> <i>hard copy</i> <i>hard copy</i>
RULES AND REGULATIONS College Memorandum Discipline Accommodation Security Use of Libraries and Chapel Use of computers and other College equipment	- including residence rules, paying bills, conduct, academic work - Room allocation policy, and rules relating to tenure and use of rooms - including information on charges for keys, insurance cover for students etc. - including conduct - relevant regulations governing College equipment	<i>hard copy</i>
FINANCIAL INFORMATION Fees (annual) Charges College Accounts Pensions Policy	- all Colleges fees - room rents, meals etc. - published annually	<i>hard copy</i> <i>hard copy</i> <i>hard copy</i>
PERSONNEL	- Staff Welfare and Discipline procedures	<i>hard copy</i>
WELFARE	Information on medical facilities, College nurse, counselling and pastoral arrangements	<i>hard copy</i>
FUNDRAISING, DEVELOPMENT AND ALUMNI		<i>hard copy, or electronically via the web</i>