Class 7 – The services we offer Information to be published	
	This information can be accessed by emailing - admin@westthurrockacademy.co.uk (FAO Mr Proctor)
Out of school clubs	This information can be accessed by emailing - admin@westthurrockacademy.co.uk (FAO Mr Proctor)
Services for which the school is entitled to recover a fee, together with those fees	Charging and Remissions Policy - https://www.westthurrockacademy.co.uk/school- information/policies-and-information
Leaflets books and newsletters	https://www.westthurrockacademy.co.uk/parents-zone/newsletters- and-letters
How to get a copy & Costs	 Where information is available on our website it is free of charge. Where information is not available on our website but forms part of our Publication Scheme it is free of charge Where information is available on our website, but you have requested a hard copy a charge can be made to cover costs, please see Charging Schedule below. Photocopying/printing @ 10p per sheet (black & white) Photocopying/printing @ 15p per sheet (colour) Postage – applied at cost of Royal Mail standard 2nd class post.