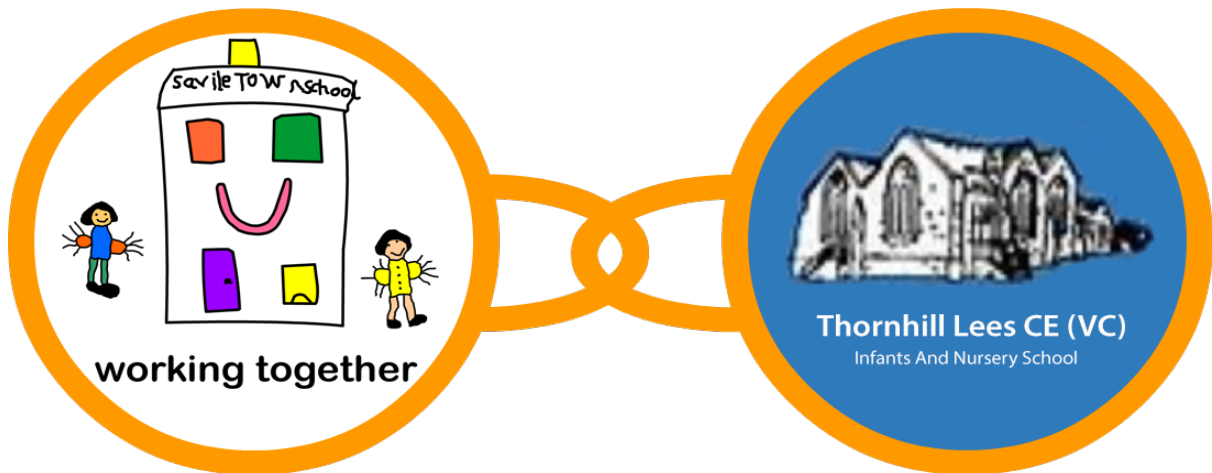


Working together to expect the best.



**CONSULTATION FOR THE PROPOSED FEDERATION BETWEEN
SAVILE TOWN CE (C) I & N SCHOOL
AND
THORNHILL LEES CE (VC) I & N SCHOOL
June 2018**

To: All parent and carers of children attending Savile Town CE (C) Infant and Nursery School and Thornhill Lees CE (VC) Infant and Nursery School.

Dear Parents and Carers,

We are writing to you on behalf of the Governing Bodies of Savile Town Infant and Nursery School and Thornhill Lees Infant and Nursery School to share information regarding potential future arrangements which will affect both schools.

Following separate governing body meetings last term the two governing bodies have agreed to proceed to formal consultation on the proposal that the two schools should move to a federation from Monday 1st October 2018.

Formal consultation is a statutory process whereby all interested parties, including staff, must be given a copy of the proposals and will be allowed six weeks to respond in writing regarding the proposal. All comments must then be considered by the two governing bodies after which they must decide whether the federation will proceed.

Therefore, we have great pleasure in enclosing copies of the formal process in this pack along with information on how you respond. The consultation period ends on Friday 20th July at 9am.

You will be informed by letter of the outcome at the end of the school day. Inside your pack you will see:

Page 3: Statutory Proposal

Page 5: Stakeholder's Information

Page 9: Consultation Response Form

You will also read about planned opportunities to speak directly with governors and LA (Local Authority) representatives who are involved in this consultation.

Should you require any further support regarding the information contained in this pack please do not hesitate to contact either school office who will be able to offer assistance:

office.saviletown@kirkleeseducation.uk

office@thornhillees.com

We urge you to respond in order to ensure we make a fully informed decision and take the right course of action for the children, the schools and our community.

Yours sincerely,

Kate Allen

Chair of Governors

Savile Town Infant and Nursery School

Tony Longstaff

Chair of Governors

Thornhill Lees Infant and Nursery School

Our vision and core faith values for the federation is two distinct schools, each with their own unique character, working together to ensure the best possible outcomes for all of our pupils, within our community.

Statutory Proposal

This is a formal proposal made by the governing bodies of Savile Town I & N and Thornhill Lees I & N Schools under section 9 of the School Governance (Federations) (England) Regulations 2012.

What are the governing bodies proposing?

1. The governing bodies of Savile Town I & N and Thornhill Lees I & N Schools are proposing that their two schools should federate. This means the two schools would continue to exist as separate schools but would have one governing body.
2. There would be only one Headteacher for the two schools.
3. If the proposal goes ahead, the two schools will be federated from 1st October 2018.

Why are the two governing bodies proposing this?

After consideration, the governing bodies are making this proposal because it will mean that the two schools can be more effectively managed as a single unit, with one governing body and one Headteacher.

The Local Authority and Diocese strongly supports this proposed federation strongly as it believes that it will be mutually beneficial for the children at the two schools at the moment and in the future.

What would federation mean for the schools' finances?

1. Each school would retain its own budget - the level of funding for the two schools would not be affected by the federation.
2. Any costs shared by the two schools, such as the head teacher's salary, would be split proportionately between the two schools.
3. Because of the opportunity for joint appointments - federation could free up resources in the two schools' budget for use on other school priorities.

What would federation mean for admission arrangements?

Admission arrangements for pupils would not be affected by federation. The admission authority for the federation remains as Kirklees Local Authority.

What is the timescale?

The two governing bodies met separately during the Spring term and both decided that they would proceed to the next stage in the process, which is the formal consultation.

We are now beginning a statutory six-week period for public consultation on the formal proposals published by the governing body.

The governing bodies must jointly consider any responses to the proposals, and each governing body must determine whether:

- a) to proceed with the proposals for federation as published,
- b) to proceed with the proposals for federation with such modifications as the governing body consider appropriate (these may not include a change in the schools proposing to federate), or
- c) not to proceed with the proposals for federation.

How might the federation develop?

This will depend to a large extent on the policy of the federated governing body. We would expect there to be an on-going process of closer working between the two schools. This would be part of the School Improvement Plan (SIP) agreed by the federated Governing Body on an annual basis.

With time, there would be opportunities for joint appointments to posts working across both schools, both as teaching and as support staff.

Can schools leave a federation?

Procedures exist for a school to leave a federation. These may be initiated by a written request to the governing body of the federation, signed by:

- a) two or more governors; or
- b) one fifth of the parents of registered pupils at the relevant school; or
- c) two fifths of staff who are paid to work at the relevant school; or
- d) the Local Authority; or
- e) a body entitled to appoint foundation governors to the governing body of the federation.

Interested parties must then be consulted by the governing body of the federation; this includes the Local Authority (LA), Headteacher, staff and parents.

The governing body then decides whether the school may leave the federation. Interested parties, including the LA, may refer this decision to the Secretary of State for his/her confirmation/rejection, if they so wish.

What is a Federation?

When two or more schools work together under a single Governing Body, this is called a federation. This single Governing Body can share resources and expertise across the schools and work to raise standards and improve teaching and leadership of the schools. See Ofsted research:

<http://webarchive.nationalarchives.gov.uk/20141124154759/http://www.ofsted.gov.uk/resources/leadershipof-more-one-school>

What is our Vision for the Federation?

Our vision for the federation is two distinct schools, each with their own unique character, working together to ensure the best possible outcomes for all of our pupils, within our community.

This would mean:

- ✓ A single, shared vision and ethos
- ✓ A single Governing Body responsible for governance and staffing in both schools
- ✓ Shared leadership across the two schools
- ✓ Shared policies and procedures

This is *not* a proposal to create one school; the two schools would remain separate under one Head Teacher.

Each school would:

- ✓ Keep its own name, identity and uniform;
- ✓ Have its own separate budget;
- ✓ Have separate Ofsted and SIAMS inspections.

What would federation mean for children?

- ✓ A consistent approach to high quality teaching and learning for all pupils as best practice is shared between the two schools;
- ✓ A common approach to teaching and learning, along with a single system of target setting, assessment, moderating teaching and learning, and tracking pupil progress;
- ✓ A consistent approach to high expectations of behaviour, both in and out of the classroom;
- ✓ More opportunities to share and manage expertise and facilities effectively thereby enriching the children's learning experience;
- ✓ The opportunity for combined community activities - such as community fair, parental workshops, trips, festivities, carol services, outdoor learning.

- ✓ Development of continuity and quality by identifying best practice from both schools and applying it across the federation.

What would federation mean for parents?

Through the federation, be assured that your child will benefit from the shared advantages of:

- ✓ One Head Teacher for pupils;
- ✓ A common approach to high quality teaching and learning throughout both schools;
- ✓ A shared vision and ethos, with common approaches;
- ✓ Consistency of communication and policies;
- ✓ The opportunity for shared activities.

What would federation mean for staff?

- ✓ The proposal is for shared leadership between the two schools: this will mean one Head Teacher who will work across both sites;
- ✓ The Senior Leadership Team (SLT) will be responsible for the day-to-day administration of each school;
- ✓ Staff will continue to be employed on the same conditions of service;
- ✓ Stronger collaboration and increased opportunities for continuing professional and career development;
- ✓ The combined schools will enable the proposed federation to continue to attract and retain high quality staff;
- ✓ Existing staff at the two schools would remain at their school in line with their current contract ;
- ✓ In order to ensure that both schools can be led and managed effectively from the point of Federation there may be some internal changes within their current leadership teams.
- ✓ Following appropriate consultation the governing body may request staff employed at one school to work at the other

✓ What would federation mean for our local community?

- ✓ Two schools, under one leadership, will draw from wider and improved community links, which would be strengthened by joint community partnerships and events;
- ✓ Opportunities for the local community to become more involved in the work of the Federation would be enhanced, both during and after school;

- ✓ Other service providers, in the positive support of children and families, will be used more effectively in the roles they perform within the schools;
- ✓ A commitment to a stable, yet flexible, primary provision in the immediate local area.

The New Governing Body

Under the proposal, the two separate school Governing Bodies will be disbanded and replaced by a single, newly-appointed Governing Body with responsibility for both schools within the federation.

The new federated Governing Body of 17 members will become effective from 1st October comprising:

LA governor	1	Appointed by Kirklees Council
Foundation governor	2	Appointed by the Diocese
Parent governors	2	The parents at each school would vote for the parent governors. There would be equal representation of both sets of parents.
Staff governors	1	1 elected staff governor (further staff may be co-opted as long as the number does not exceed one third of the total number and requirements in Regulation 22 of the School Governance Regulations 2012 have been met.
Co-opted governors	10	Appointed by the other governors because of their particular knowledge of the community or other skills and experience.
Headteacher	1	Ex -officio

Consultation Period Timetable:

This consultation starts on Friday 8th June and ends at 9am on Friday 20th July 2018.

Open sessions for parents, staff and others with an interest or stakeholding in the school will be held at:

Date	Time	Venue
Wednesday 20 th June	9am - 10am	Savile Town
Wednesday 20 th June	3pm - 4pm	Thornhill Lees
Wednesday 27 th June	9am - 10am	Thornhill Lees
Wednesday 27 th June	2:30pm - 3:30pm	Savile Town

You are warmly encouraged to attend any event.

This proposal, our Frequently Asked Questions (FAQs) and a guide to federations from the National Governors Association available from both schools' websites at:

www.savile-town.co.uk

www.thornhillees.com

How can you give your feedback?

1. Paper copies of the Federation Feedback Form are part of the Consultation pack or can be collected from both school offices. Please return in a sealed envelope addressed to the Chair of the Governing Body.
2. You can write to either school, addressing your letter to the Chair of the Governing Body and either post or hand deliver your letter to the school.

All responses should be submitted by 9am on Friday 20th July but early comments or questions allow the two Governing Bodies to consider them fully ahead of the final decision.

Upon completion of the consultation period, the two Governing Bodies will meet to discuss the feedback and to take final votes on whether to proceed with the federation.

The final decision will affect us all, so please do be part of the process and have your voice heard.