

SERVING THE TRUMPINGTON COMMUNITY
FAWCETT PRIMARY SCHOOL AND
TRUMPINGTON MEADOWS PRIMARY SCHOOL

Consultation Document
April 2011

Introduction

In 2007, Cambridgeshire County Council, the local children's services authority (the Authority), identified the need for a new primary school to serve the new homes planned to be built in south west Trumpington on a site known as Trumpington Meadows. There is currently one primary school serving the Trumpington community, Fawcett Community Primary School.

In December 2008, following a school competition, the Council's Cabinet gave unanimous approval to the bid submitted by the Fawcett Federation Group to open and run the new school to serve the Trumpington Meadows development in a formal, statutory partnership (a Federation) with Fawcett Primary School.

Trumpington Meadows Primary School will be a foundation school and will open in September 2012.

On 14 September 2010, Fawcett Primary School's Governing Body met and passed formal resolutions to undertake joint consultation with the Temporary Governing Body of Trumpington Meadows Primary School on proposals to:

1. Establish a Federation between the schools to be operational from 1 September 2012.
2. Change the school's status from a Community to a Foundation school to be effective from 1 September 2012.

On 5 October 2010, Trumpington Meadows Primary School's Temporary Governing Body met and passed a formal resolution to undertake joint consultation with the Governing Body of Fawcett Primary School on proposals to establish a Federation between the schools to be operational from 1 September 2012.

We have produced this consultation document with the aim of helping you understand what a Federation between the two schools would involve, what it would mean for the staff, pupils and governors of Fawcett Primary School and why the governors of Fawcett are considering changing the school's status.

The consultation period runs from 4 April 2011 to 27 May 2011. You can let us know your views by:

Completing and returning the short questionnaire at the end of this document;
or
Sending an email with your comments to david.clark@cambridgeshire.gov.uk

In addition, you are invited to attend a public surgery at Fawcett Primary School on Tuesday 3 May 2011, from 3.00 to 7.00 pm, where you can hear more about why we see Federation as the way forward for our schools, and how we see this developing for the benefit of both the children we serve and the wider community.

We are conducting this consultation in accordance with guidance produced by the Department for Education (DfE). Our aim is to

- Consult **widely** with all interested parties
- To be **clear** about our proposals, who may be affected, what we are asking and our timescales
- To ensure our consultation is **clear, concise** and **widely accessible**

We also intend to give **feedback** on the process through posting an analysis of the consultation on the Fawcett Primary School's website and making hard copies available as well.

What is a Federation?

A Federation normally involves two or more maintained schools agreeing to enter into a formal statutory partnership in line with the provisions made by the Government in the 2002 Education Act. In our case, we are proposing to form a Federation between an existing maintained school, Fawcett Primary School, and a new school, Trumpington Meadows Primary School.

What are the benefits of forming a Federation?

Under a Federation, instead of each school having their own governing body, there would be one governing body acting in the interests of both schools' pupils, staff and communities. The single governing body would have full responsibility for both schools. As with all governing bodies, governors would provide challenge and support, ensuring that standards are improved in each school, budgets are managed effectively, resources are deployed appropriately and staff are supported and enabled to develop.

There would be additional opportunities for joint working between the schools. This would include curriculum opportunities for the children, as well as professional development opportunities for the staff. The two schools, working under a single Federation governing body, would be able to share resources to enhance economies of scale.

What would leadership in the schools look like?

We have also decided that there would be an Executive Headteacher who would have responsibility for leading and managing the two schools, supported by a fully co-ordinated senior leadership team. Our existing head, Judith Osler will be the Executive Headteacher.

We feel it is very important to stress that a **Federation is not a merger, it is a partnership**. Fawcett Primary School would retain its own individual identity and, under the Federation, Trumpington Meadows Primary School would develop its own identity as it grows in response to the needs of the new families moving into the development. Each would reflect their local area, but have a shared ethos of promoting high quality teaching and learning, where every child has the opportunity to reach their full potential.

Under current regulations, each school would receive its own budget allocation from the Authority, via the federated Governing Body, and would be subject to a separate OfSTED inspection. However, this is currently subject to central government review.

Our aim is for both schools to be centres of excellence and to create equality of educational opportunity across Trumpington.

What would it mean for staff and pupils at Fawcett Primary School?

Existing staff would continue to be employed to work at Fawcett Primary School in line with their current contracts. However, opportunities could exist for those staff who wish to work in both schools to do so.

Staff in both schools would work to common policies and structures in respect to such things as behaviour and attendance, access and inclusion (gifted and talented, special needs, ethnic minority groups).

Pupils attending Fawcett Primary School would not be directly affected by the proposed change.

Parents would be able to express a preference as to which school they would like their children to attend. Priority for admission would be determined in accordance with the published admission criteria for each school. Both schools will use the admission criteria currently published by the Authority. There are no intentions to make changes to these published criteria.

What is a foundation school and how is this different from a community school?

Foundation schools are not a new model of school and there are many such schools in Cambridgeshire already. The main difference between community

and foundation schools is the extent to which powers are delegated directly to the schools' governing bodies. In a foundation school, the governing body:

- owns the land and buildings;
- employs the school's staff; and
- is the admissions authority
(i.e. is responsible for setting the admission criteria and determining which children have priority for school places in accordance with the statutory School Admissions Code.)

Land and buildings

At the moment, the Authority owns the land and buildings that make up Fawcett Primary School. On a change of status to foundation that land and those assets pass to the governing body of the school. Before the transfer date, the school and the Authority will agree the land and assets that will be transferred. Because this change of status is proposed in conjunction with a Federation with Trumpington Meadows Primary School it is proposed that the land and assets that comprise Fawcett Primary School, should transfer directly to the Federation Governing Body.

Employers of the school staff

When a school changes status from a community to a foundation school, current teaching staff transfer from the employment of the Authority to the employment of the governing body. They continue to be employed under the national School Teachers' Pay and Conditions and to be eligible for the Teachers' Pension Scheme. Existing non-teaching staff would also transfer under their current terms and conditions. Foundation schools do have the ability to set different terms and conditions for non-teaching staff appointed after the school changes status but there is no intention to do this.

Admissions Authority

For foundation schools the governing body is the admissions authority for the school rather than the Authority. This means the governing body is responsible for setting the admissions criteria for the school and for making sure those criteria are properly exercised. However the governing body must operate in accordance with the national legal framework on admissions and agreed local arrangements. Because this change of status to foundation is proposed in conjunction with a Federation with Trumpington Meadows Primary School, responsibility for admissions would transfer directly to the Federation Governing Body.

Local Authority Role

Like community schools, foundation schools are maintained by the Authority. They receive their funding from the Authority, are accountable to the Authority and are entitled to the same levels of support; they are part of the family of maintained schools.

National Curriculum

Foundation schools are required to deliver the National Curriculum. Changing to foundation status does not mean there have to be curriculum changes although through the Federation there will be opportunities to work collaboratively and share good practice in order to improve outcomes for children in both schools.

Access and Inclusion

Foundation schools have the same obligations to children with Special Educational Needs and must comply with the Disability Discrimination Act in the same way as any other maintained school.

Governance

When a school changes status from a community school to a foundation school the composition of the governing body changes to allow for partnership governors to be appointed. Because this change to foundation status is proposed in conjunction with a federation with the new Trumpington Meadows Primary School, we think it would be sensible to make the changes at the same time i.e. to be effective from 1 September 2012.

Whilst it is not a legal requirement of establishing the proposed Federation that Fawcett Primary School becomes a foundation school, if this change does not take place, it would mean that the Federation Governing Body would act in a slightly different capacity in relation to each school. For example, the Federation Governing Body would be the employer of the staff at the Trumpington Meadows Primary School, whilst the Authority would continue to be the employer of the staff at Fawcett Primary School. This would make things complicated for the Federation Governing Body.

What would be the size and membership of the Federation Governing Body?

We want to draw on the knowledge and experience of both the existing Fawcett Primary School Governing Body and the Trumpington Meadows Temporary Governing Body. Governors serving on the Fawcett Governing Body and the Trumpington Meadows Temporary Governing Body would be able to transfer under their current term of office across to the Federation Governing Body if they so wish.

While the maximum size for the Federation Governing Body is 29 members, the recommendation is for a Federation Governing Body of 18 members. This is one of several options, but the Federation Governing Body could be made up as follows:

- | | |
|---------------------------------|----------|
| • Parent governors | 6 |
| • Staff governors | 4 |
| • Authority appointed governors | 2 |
| • Community governors | 4 |
| • Foundation governors | 2 |
| | Total 18 |

We would prefer a Federation Governing Body of this size but would consider any other suggestions. In addition, we see benefit in inviting other people to become associate governors. These people would be able to attend and contribute to meetings of the Federation Governing Body but would not be able to vote on any issues.

Overview of the Process

Changing the status of Fawcett Primary School from community to foundation

Section 19 of the 2006 Act makes provision for a change of category from community to foundation status, also known as a prescribed alteration. There are six statutory stages for a prescribed alteration:

<u>Stage 1</u>	The governing body considers a change of category to foundation status
<u>Stage 2</u>	The governing body consults on the plans (6 weeks)
<u>Stage 3</u>	The governing body publishes proposals in a statutory notice
<u>Stage 4</u>	Period for representations (4 weeks)
<u>Stage 5</u>	Proposals are determined by the governing body
<u>Stage 6</u>	Implementation

The foundation status process requires there to be a consultation with interested parties in the area, including the head teachers and other staff, parents, the local diocese or other relevant body. This consultation document meets that requirement. Following the publication of the proposals in a statutory notice there will be a four week period for written representations to be made to Fawcett Primary School's Governing Body regarding the proposals.

The Federation Process

The Federation process is similar to the foundation status process, requiring a consultation process with a six week period for written representations to be made to the governing body regarding the proposed change, but without the requirement to publish a statutory notice.

The Governing Body of Fawcett Primary School and the Trumpington Meadows Temporary Governing Body will consider any responses to the proposals, and each will then decide whether:

- to proceed with the proposals for Federation as published;

- to proceed with the proposals for Federation, but with modifications as the governing bodies consider appropriate; or
- not to proceed with the proposals for Federation.

The new Federation will require a new instrument of government which will record the name of the Federation, the names of the two schools and the constitution of the governing body. The size and composition of the proposed Federation Governing Body would be as set out above. If the decision is taken to change Fawcett Primary School's status from a community to a foundation school then staff in both schools would be employed by the Federation Governing Body. This body would also be the admission authority for the schools within the Federation.

What happens next?

The governing body of Fawcett Primary School and the Trumpington Meadows Temporary Governing Body would like to hear from you. You can complete and return the attached questionnaire or email comments to: david.clark@cambridgeshire.gov.uk The closing date for receipt of comments is 27 May 2011.

On Tuesday 3 May 2011, from 3.00 to 7.00 pm the Governing Body of Fawcett Primary School and the Trumpington Meadows Temporary Governing Body will hold a public surgery at Fawcett Primary School, to explain about the consultation and the proposed changes.

If the decision were taken to proceed then in the week beginning 20 June 2011 the Governing Body of Fawcett Primary School would publish a statutory public notice in the Cambridge News, setting out the proposal to change status. There would then be a four week period for anyone who wished to do so to send a representation to the governing body in respect of this proposed change.

During the week beginning 18 July 2011 the Governing Body of Fawcett Primary School, and the Trumpington Meadows Temporary Governing Body would each hold a meeting to decide whether or not to proceed with the establishment of a Federation between the schools. At the same meeting the governing body of Fawcett Primary School would consider any representations and decide whether or not to proceed with a change to foundation status.

Subject to the outcome of those meetings, the Federation would be established on the agreed date (1 September 2012) and the existing Governing Body of Fawcett Primary School and the Trumpington Meadows Temporary Governing Body would be dissolved on 31 August 2012.

If both schools take the decision to proceed with the proposed Federation, the Authority would help to set up a Temporary Federation Governing Body in line with the composition set out in this consultation document. This Temporary

Federation Governing Body would then meet to confirm the appointment of the Executive Headteacher of the Federation, approve new admission arrangements and start the process for the transfer of land and assets from the Authority to the new Federation Governing Body.

TIMETABLE FOR STATUTORY FEDERATION BETWEEN TRUMPINGTON MEADOWS PRIMARY SCHOOL AND FAWCETT PRIMARY SCHOOL – INCLUDING A PROPOSAL TO CHANGE TO FOUNDATION STATUS

DATE	ACTION
Wb 4 April 2011	Joint consultation document issued on federation and foundation status (6 weeks).
3 May 2011	Consultation surgery for staff and parents/carers.
27 May 2011 (Half term)	Consultation on foundation and federation proposal closes.
Wb 13 June 2011	Separate Governing Body meetings to consider a report on the consultation feedback and the resulting recommendations. Resolutions to be passed in respect of the proposed changes and the agreed federation date (1 September 2012).
Wb 20 June 2011	Fawcett Primary School's Governing Body publish a statutory notice for foundation status in Cambridge News - 4 weeks.
Wb 11 July 2011	Statutory Notice period ends.
Wb 18 July 2011	Governing Body meetings to ratify implementation proposed changes.
Autumn 2011	First meeting of Temporary Federation Governing Body to be held to confirm leadership and management structure.
Spring 2012	Advertise for staff for the opening of the new school on 1 September 2012 Executive Head teacher in post from January 2012.
April 2012	New Trumpington Meadows Primary School receives first delegated budget.
June/July 2012	Final Governing Body meetings held and formal resolutions agreed to dissolve the Fawcett Governing Body and the Trumpington Meadows Temporary Governing Body effective from 31 August 2012.
1 September 2012	Trumpington Meadows Primary School opens and Federation Governing Body is operational. Fawcett Primary School changes from community to foundation status.

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Consultation Response Sheet

Please indicate if you are a:

Member of staff* _____

Governor* _____

Parent of a Child at
Fawcett Primary School _____

Parent of a Child at
Primary School* _____

Parent of a Younger Child* _____

Pupil at Fawcett
Primary School _____

Other member of
Fawcett/Trumpington
Community _____

Professional Association /
Trade Union _____

Partner Organisation /
Education Provider _____

** Please name the school*

Any information provided by you in response to this consultation will be subject to the Freedom of Information Act 2000 and the Environmental Information Regulations, which allow public access to information held by public institutions. This does not necessarily mean that any response you choose to make can be made available on public request because there are exemptions to information provided in confidence and to which the Data Protection Act 1998 applies.

If you are responding on a personal basis you do not need to give your name and address unless you wish to. If you are responding on behalf of an organisation then it is helpful if you do provide details of that organisation and the capacity in which you represent them. Please tell us if you want your response to remain confidential but please do note that making such a request does not automatically exclude a right of public access.

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Consultation Response Sheet

Please tick one box:

- I strongly agree with the proposed change
- I agree with the proposed change
- I do not have a strong view on the proposed change
- I do not agree with the proposed change
- I strongly disagree with the proposed change

If you would like to make an additional comment, please use the box below:

Continue on separate sheet if needed
Closing date for comments: 27 May 2011

Please email to: david.clark@cambridgeshire.gov.uk

Or write to:

David Clark, Assistant Education Officer, Children And Young People's Services, Strategy and Commissioning, Infrastructure: School Organisation and Planning (SOP), Box No: CC1209, 2nd Floor B Wing, Castle Court, Castle Hill, Cambridge, CB3 0AP