



Consultation on a federation of
Willesborough Infant School
&
Willesborough Junior School

Consultation period:

Monday 17th September 2018 to Friday 2nd November 2018

What is this information and consultation about?

Willesborough Infant and Junior schools are two successful schools sharing the same site. Over the last year, the schools have been working effectively together. The two schools are formally linked via the admissions policy which gives children at the Infant school automatic right of entry to the Junior school upon application.

The Governing Bodies of both schools have agreed to consult with staff, parents, guardians and other interested parties on a proposal to form a working partnership and become a federation. The governing bodies see this as an opportunity to formalise the way the schools are working together and to secure good and effective leadership across both schools to maintain and improve standards. A federation is an arrangement that formalises the way that two schools will work together.

A federation is a partnership of two schools sharing a governing body whilst each school retains its own independence and identity. It is not a merger of the two schools. Therefore:

- the names of the schools will not change.
- the uniforms will stay the same.
- the admissions arrangements will not change.

This is good for pupils and parents as:

- the schools will each continue to have the same ethos as they have today.
- the two schools serve the same community, and each can learn from the other and benefit from working together.
- the sharing of expert staff knowledge and experience will enrich the opportunities for pupils.
- Staff will have the opportunity to make use of resources from both schools to best meet the needs of the children.

This is good for staff as:

- they will be able to share knowledge and expertise with colleagues across both schools.
- they will have new opportunities for professional development.
- there will be consistent and strengthened leadership across both schools.
- there will be opportunities for staff to extend their leadership and management skills and enhance their career development opportunities.

What changes will the pupils, parents, staff and governors see?

The pupils will have access to more opportunities for good quality learning. There will be opportunities to use school resources and budgets more efficiently. The two schools are different. However, we believe that a federation will enable each school to learn from the other, whilst remaining independent, to the benefit of both sets of pupils.

The staff will have increased opportunities to collaborate and learn from each other. There will be greater opportunities for career development. There will be an Executive Headteacher with two Assistant Headteachers at each school. Staff will continue to share their specialist knowledge with the other school, so that we can extend best practice.

The parents will see increase opportunities for learning as resources can be accessed across both schools. Collaboration of staff across both schools will support children to overcome barriers to learning.

The two Governing Bodies will move to one federated governing body. As a federated governing body, the governors will have the opportunity to formulate policy that will ensure consistent practice across both schools. They will be able to support, with the senior leadership, increase opportunities for pupil learning and staff development which will benefit across both schools.

We would expect the federation governing body to have members drawn from both governing bodies and schools, but there would be a single governing body and a single set of committee meetings, covering both schools. The size of a governing body in a federation can vary and the size we are proposing is **13** people.

This would include **2** elected parent governors, **1** staff governor, **1** Local Authority governor and up to **9** co-opted governors of which **2** will be partnership governors.

As this will be a new governing body, elections will need to be held for the parent governor and the staff governor.

Will the funding arrangements change?

Each school will continue to exercise control over its own budget.

Opportunity to provide your views

Parents/guardians and other interested parties will have an opportunity to speak to governors about the federation on **Monday 8th October at 6.00pm** in Willesborough Infant School Hall.

Please return your completed response form in one of the following ways:

- in the sealed box located in either schools' reception area
- post to:

Clerk to Governors
Willesborough Infant School
Church Road,
Ashford
TN24 0JZ

Or

Clerk to Governors
Willesborough Junior School
Highfield Road
Willesborough
Ashford
Kent
TN24 0JU

Signed



**Chair of Governors
Willesborough Infant School**

Signed



**Chair of Governors
Willesborough Junior School**

The consultation process – indicative timeline

| Date | Activity |
|--|---|
| Monday 17 September 2018 – Friday 02 November 2018 | Consultation Period |
| Monday 08 October 2018 | 6:00pm meeting at the Infant School for parents/carers, staff, governors and other interested parties. |
| Week commencing 10 December 2018 | Formal Decision by the separate governing bodies |
| Tuesday 15 January 2018 | Intended start of federation should both governing bodies agree to this. |

ADDITIONAL INFORMATION

The Governing bodies of Willesborough Infants and Junior Schools are data controllers under the Data Protection Act 1998 and the General Data Protection Regulation (GDPR). We will ensure that your personal information is processed fairly and lawfully and, in this instance, used only for the purpose of validation, which will enable a fair and just consultation.

We have completed an Equality Impact Assessment to see if the proposal could affect anyone unfairly. We welcome your views on the assumptions we have made and the conclusions we have drawn. To view the document, go to:

<http://www.willesborough-infant.kent.sch.uk/>

or

<http://www.willesborough-js.kent.sch.uk/>

RESPONSE FORM – Proposal to federate Willesborough Infant and Junior schools.

Please complete this response form and either place it in the sealed box in the Infant or Junior School Reception, or post it to the Clerk to the Governors (address in Consultation document) no later than 4pm on Friday 02 November 2018

Question 1: Do you agree with the plan to federate Willesborough Infant and Junior Schools?

Yes

No

Undecided

Comments:

Please continue overleaf if necessary

| | |
|--|--|
| Parent/Carer – Infant School | Parent/Carer – Junior School |
| Member of Staff - Infant School | Member of Staff – Junior School |
| Governor – Infant School | Governor – Junior School |
| Resident / Other interested party | |

* Please delete, as appropriate

Name

Address.....

