



8<sup>th</sup> December 2017

Dear Supporter of Harleston Schools

**Re: Consultation for the federation of Archbishop Sancroft CofE VA High School and Harleston CofE VA Primary School**

We are pleased to recommend this proposal to federate Archbishop Sancroft CofE VA High School and Harleston CofE VA Primary School.

We have previously shared with you our vision to create an all through school, operating across two sites within the town. We believe that by working together we can secure an exciting and successful future for all children from 2 to 16 years of age as well as providing excellent working environments and career opportunities for all staff.

In accordance with our vision both governing bodies and staff teams want to strengthen the current working partnership further by creating a new, single governing body covering both schools.

Federation will deliver some clear benefits for both schools which will include:

- improving the operational effectiveness of both schools
- avoiding duplication of effort and resources to allow more time to devote to the core business of teaching and learning
- continuing to improve standards in teaching and learning across both schools
- improved opportunities for staff, children and governors at each school to interact, learn from each other and share best practice
- a joint curriculum and sharing of existing good practice

The accompanying consultation paper details the outcome of federation, in addition to the above benefits, which we would strongly encourage you to read so you can understand how this proposal will benefit your child.

We welcome your views as supporters of both schools and if you wish to comment on this consultation, please send your response in writing to "Clerk to governing board" via either school office. Letters should be clearly marked "Federation Consultation" and sent in a sealed envelope. These should be received at the schools no later than 2<sup>nd</sup> February 2018. All responses should be signed (anonymous responses will not be considered) and will remain confidential to the Clerk of the governing boards who will report to the two governing bodies.

We are also actively working on becoming Academies and will keep you updated on progress. In the meantime, federation will serve to strengthen the unique character and identity of each school.

Yours faithfully

A handwritten signature in black ink, appearing to read 'Steve Potter'.

**Steve Potter**  
Chair of Governors  
**Archbishop Sancroft CofE VA High School**

Yours faithfully

A handwritten signature in black ink, appearing to read 'Anne Epps'.

**Anne Epps**  
Chair of Governors  
**Harleston CofE VA Primary School**

The proposal is to federate Archbishop Sancroft CofE VA High School and Harleston CofE VA Primary School, starting week commencing 19<sup>th</sup> March 2018, to create the **Harleston Federation of Church Schools**.

The governing bodies of the above schools have resolved to seek federation through a shared, strategic vision of the schools' future.

## **What does Federation mean?**

Federation means the formation of one governing body, with representation from both schools. Each school will remain legally separate whilst retaining their individual characteristics and ethos.

## **Why form a Federation?**

- We are aware of the ever-changing education landscape and the challenges that brings. Governors are constantly striving to ensure the very best future for education in our schools. Federation has been discussed with governors, the local authority and the Diocese and we feel it is the best way to achieve our goals and help to secure the future of both schools.

The schools are in an excellent position to federate for the following reasons:

- A successful working partnership has existed over the last ten years
- Continued sharing of resources and working together
- Experiences are shared and joint activities take place
- Additional financial resources have been secured and used for the benefit of both schools
- Benefits of shared practices
- The senior leadership team (SLT) from both schools are increasingly working together
- Shared sporting activities and music events
- Combined staff and teaching assistant training
- Joint professional development
- Increased governor liaison has taken place and has helped both schools to develop
- Some governor committee meetings are already held on a joint basis, serving both schools

## **Benefits of Federation** *(in addition to the benefits referred to in the accompanying letter)*

- A structured way for both schools to collaborate
- Access for children to teacher specialist expertise from each school's current staff
- A varied and co-operative approach to staff development
- Flexible and more efficient use of resources and better value for money
- More efficient use of management time with reduced meetings at all levels
- To extend the range of services and opportunities available to children and their families

## **The Governing Body**

The role of the federated governing body will be to:

- Ensure the character of each school is maintained
- Define a shared vision and strategic direction for both schools that continues to place the children at its centre
- Ensure proper management of financial resources
- Hold both headteachers to account for the performance and outcomes of the school they lead

There would be **16** governors, of which there would be:

2 elected parent governors

1 staff governor

2 headteachers

1 local authority governor

1 co-opted governor

9 foundation governors appointed as follows:

1 x Bishops Appointed

3 x Diocesan Board of Education (DBE)

2 x Parochial Church Council representing the benefice of Dickleburgh with The Pulhams

2 x Parochial Church Council representing the benefice of Redenhall with Scole

1 x Parochial Church Council representing the benefice of Earsham

### Admissions

There will be no change in the current admissions arrangements for both schools.

### Staffing

Federation in itself will not imply any change in the schools' current staffing teams.

Staffing levels will continue to be determined by the school budgets and the individual needs of the schools. Federation will allow employment of new staff for the benefit of both schools.

### Timings

The governing bodies of the schools are bound by the Department of Education regulations that dictate the process to be followed:

	<b>What</b>	<b>When</b>
6 week consultation with members of our community & supporters of both Schools	During this stage the consultation document is widely circulated for review and comment. The last page of this document provides details of how to submit your views.	From 08/12/2017 to 02/02/2018
Decision	Both governing bodies meet to review and discuss responses to the consultation. Each governing body then meet separately to decide whether to proceed with federation.	after 02/02/2018
	Parents/carers and the wider community will be advised in writing of the governing bodies decisions.	w/c 15/02/2018
Outcome	If the governing bodies agree to federate, it is envisaged that the new federated governing body would be formed and federation will take place week commencing 19 <sup>th</sup> March 2018.	w/c 19/03/2018

### How can I find out more?

The schools have arranged an informal drop-in session for anyone to find out more and ask relevant questions of the governing body and head teacher of each school.

There will be two opportunities:

**Date:** 23<sup>rd</sup> January 2018

**Time:** 14:00 – 14:45 and 18:30 – 19:30

**Place:** St Johns Church, Broad Street, Harleston