Consultation Document Outlining the Proposal to Form a New Single Federation Between Chirbury C of E V.C. Primary School, Stiperstones C of E V.C. Primary School (Federated) and Norbury Primary School and Nursery

Published to all Interested Parties 22nd May 2018

# The governing bodies of Chirbury C of E V.C. Primary School, Stiperstones C of E V.C. Primary School (Federated) and Norbury Primary School and Nursery present this document for consultation.

When reading this document, please remember that this is the beginning of the consultation process. No decisions have yet been made and governors are eager and willing to listen to any suggestions or alternative options.

# This is your opportunity to let us know what you think about the proposal.

This paper contains:

1. An explanation of the proposal; the reasons why we are recommending the federation of the three schools and it also sets out the proposed timeline for implementation.

2. A response form for you to complete and return to us, letting us know your views.

3. Details of ‘surgery style’, meetings for parents/carers and the wider community that have been arranged to help the consultation.   
  
Circulation:  
Parents and Carers  
Staff

Children (via a simplified explanation)  
Governors  
Chirbury Parish Council

Stiperstones Parish Council

Norbury Parish Council

Local Councillors

The wider communities of each school

School websites

CCBC and other partner Schools in the South West Shropshire Learning Trust

South Shropshire Academy Trust (Church Stretton Secondary School and Stokesay Primary)

Other local schools  
Hereford Diocese

Shropshire Council – Karen Bradshaw, Director of Children’s Services

What Could this Federation Look Like?

A Federation, which may be referred to as a formal, ‘hard’ Federation, is two or more schools that share a single governing body. The ability to federate is provided for by Section 24 of the Education Act 2002. Schools in a federation retain their identity and their name. They have one governing body; they may have a single leadership team; and/or an executive head teacher and each school is inspected by Ofsted individually. Governors will have joint responsibility for each of the schools in the federation and all governors and leaders will strive for excellence for all children.

Why Federation?

***In June 2017, the immediate future of Chirbury and Stiperstones Federation was under threat. The budgets and school structures were unsustainable and at this time governors considered the sustainability of current provision across the existing federation. Through continuing to work together with Norbury School, enough savings were made and sufficient school improvement achieved, to enable governors time to investigate longer term solutions. These savings also benefitted Norbury School: securing and improving the already ‘Outstanding’ provision: details of how this has been achieved are contained later in this document.***

Governors and leaders of the three schools firmly believe every child deserves an outstanding education and that federation represents the strongest structure to deliver this, now and in the future. Each school will benefit from working collaboratively in a formal partnership as it would ensure: sustainability at a time when locally, year on year, numbers of Reception age pupils are falling (which has a negative impact on budgets); costs are rising rapidly (e.g changes in pension contributions, National Insurance contributions and wage rises); and securing strong support networks for continued school improvement is becoming increasingly more difficult. Recent changes to the National School Funding Formula from central government, have not addressed our increased costs; very small schools are now under the immediate threat of being financially unsustainable. This trend is most likely to continue and best solved by working closely together.

Since December 2016, our three schools have worked together informally to secure good or better education for all. Our three schools have benefitted financially and academically from this arrangement. The benefits are many; examples of key benefits for each are as follows:

**Chirbury**

* **A shared Headteacher (unaffordable in the existing federation)**
* **A shared School Business Manager (unaffordable in the existing federation)**
* **A shared Special Educational Needs and Disability Coordinator (unaffordable in the existing federation)**
* **A stronger leadership team**
* **Improved resources for children e.g. extended phonics based reading scheme for Early Years and KS1**
* **Improvements in opportunities for children through professional development for staff members**
* **Shared costs for residential visits - making all trips possible for Year 2 to Year 6, including new opportunities e.g. visit to Normandy, France (only possible by sharing costs between three schools)**

**Norbury**

* **Significant financial savings in excess of £41,000 changing a proposed in year deficit budget into a surplus**
* **Separation of lower and upper KS2 into two classes**
* **A stronger leadership team**
* **An additional teacher**
* **Two additional part-time teaching assistant to support all children in reaching their potential**
* **Shared costs for visits – E.g. The Normandy trip was not possible with just one school**

**Stiperstones**

* **A shared Headteacher (unaffordable in the existing federation)**
* **A shared School Business Manager (unaffordable in the existing federation)**
* **A shared Special Educational Needs and Disability Coordinator (unaffordable in the existing federation)**
* **A stronger leadership team**
* **Updated computer network including new laptops for children (to be installed summer 2018) allowing children to access all aspects of the modern curriculum**
* **Improved resources for children e.g. extended phonics based reading scheme for Early Years and KS1**
* **Improvements in opportunities for children through professional development for staff members**
* **Shared costs for residential visits - making all trips possible for Year 2 to Year 6, including new opportunities e.g. visit to Normandy, France (only possible by sharing costs between three schools)**

Federation would also provide greater opportunities for pupils to work together with their peers in other schools. All resources and administration would be optimised by all schools through working in federation, which would enhance and continue to improve long term prospects for children

Norbury Primary School and Nursery was inspected by Ofsted in December 2014 and was judged to be ‘Outstanding’.

Chirbury C of E V.C. Primary School was inspected in June 2017 and judged to be ‘Requires Improvement’. However, a great deal of school improvement work has since been completed to raise standards at the school.

Stiperstones C of E V.C. Primary School was inspected by Ofsted in January 2018. Inspectors found that there had been significant recent improvements. It judged that the school should remain ‘Good’ but that a full section 8 inspection should be carried out in the near future.

The Diocese and Local Authority are aware of the consultation and are in support of the Federation. They have significant experience in brokering and supporting federations and have found that the system offers an excellent model for both short term and long term sustainable school improvement whilst being beneficial for pupils and staff of schools involved.

What are the benefits?

One strategic governing body means that schools can work formally together to improve opportunities for children. All children deserve access to the highest academic, sporting, creative and social opportunities.  
  
**The key considerations for the existing governors are:**

* Maintaining and improving further our schools’ educational standards through effective leadership in all schools. We will have a relentless focus on delivering high quality teaching and learning opportunities.
* Ensuring the individual character of all three schools is maintained, recognising their significance in their communities.
* Maintaining the strong Christian ethos of the two Church of England Schools and maintaining Norbury School as a Foundation school, independent of the Church and unaffected by specific influence. However, Norbury already has close ties with local churches and this will remain.
* Securing long term academic and financial sustainability.

**Federation will bring:**

* Strong strategic leadership and management structures, allowing school-based leaders to focus on teaching, learning and raising standards.
* Opportunities to develop future leaders through mentoring and sharing expertise.
* More attractive recruitment opportunities and retention of staff by providing a range of professional development and new career pathways for staff across the Federation.
* New opportunities for staff to work together, increasing motivation and reducing workload and isolation through shared planning and activities.
* Ways to maximise the sharing of resources, take advantage of economies of scale and avoiding the duplication of resources and effort, this would include a shared Executive Headteacher, School Business Manager and SEN/DCo. ***The Executive Headteacher would be non-teaching, maximising efforts in the running of The Federation on all sites to prioritise the highest standard of education for all children.***
* The potential for reduced administration and back room operations, allowing for a greater percentage of funding to be spent directly on children.
* Shared responsibilities and accountabilities for children’s education, by the new Federation Governing Body across communities rather than just within a specific school.
* The offer of extended services across schools and a variety of activities: improved after-school and breakfast clubs; parent support and community access which an individual school may not be able to provide.
* Sustainable programme of educational visits and residential trips, which we believe to be essential for children living in small isolated communities.
* Improved transition opportunities for all Year 6 pupils from each school, including the opportunities for children to take part in regular PE and science lessons at the Community College Bishop’s Castle.

Important Section - Vision of the New Federation (Please read this very carefully):

***We will strive for ‘Outstanding’ education for all children.*** The proposed new Federation will have the highest aspirations for all children, staff members and families. ***We would recognise the importance of complete and equal involvement within all three communities***. We will put excellence in education and personal development for all children above any other consideration. ***Children get one chance for a good education and this must take priority.***  Through the savings made over the past year, governors have been able to set balanced budgets for all three schools for the academic year 2018/19 based upon a federated model. **Without the proposal** schools would need to generate significant additional funds for 2018/19:

***Stiperstones would require an additional £18,366***

***Chirbury would require an additional £31,866***

***Norbury would use a significant amount of its reserves to maintain current provision (or reduce provision) and need to merge Years 3/4/5/6 back into one class in 2019/20.***

To retain the current levels of provision at each school without federation, in the year 2019/20:

***Stiperstones would require an additional £85,253 (an additional 31 children)***

***Chirbury would require an additional £82,752 (an additional 30 children)***

***Norbury would require an additional £46,706 (an additional 17 children)***

Clearly, it is unlikely at this stage for schools to be able to generate sufficient additional funds and so we must propose a new vision which provides sustainable ‘Outstanding’ education for all.

**Governors propose that the new Federation would operate three schools on three sites for up to one academic year, until a better, more sustainable option is agreed, but due to falling roles and higher costs, unless there are significant material changes, it would be likely to become necessary to move provision from the Stiperstones site thereafter. Families would be offered the option of educating their children at either the Chirbury or Norbury site.**

Each school community is very special and has great importance within its locality. The proposed new Federation would respect this and ensure that each school remains at the heart of its community. Each community would be involved in creating a new and exciting future for all of its children, placing outstanding education and opportunities above buildings. The New Federation would make a clear commitment for the children of all schools to engage in activities such as Christmas services, school plays and community cafes etc, equally within all three communities.

Governors recognise that members of the three communities may be able to suggest different solutions.

Governors propose the following (unless there is a significant increase in funding at each school).

* **To ensure that children’s education always comes first.**
* **To ensure that each community is offered the same outstanding opportunities and is included equally in all activities.**
* The firm commitment to Good or Outstanding education for all children – only currently financially viable if provision is consolidated on to two sites.
* To develop buildings and resources on both of the remaining sites to provide long term and sustainable ‘Outstanding’ education for all children.
* To create a strong partnership between communities for the mutual benefit of all children.
* To aim to retain the majority of existing staff members from all sites.
* To build a purpose designed Nursery and Reception Foundation stage unit on the Norbury site, ensuring sufficient additional places for any future requirements, offering equal nursery provision for all.
* To develop closer working links with Busy Bees Nursery adjacent to the Chirbury site to secure excellent nursery provision for the future.
* To offer parents at Stiperstones the opportunity for their children to attend either of the other two sites, including full nursery provision.
* To offer parents from within the Stiperstones catchment free transport, for school age children, to either of the other two sites.
* To provide outstanding career development for all members of staff to ensure good staff recruitment and retention for the future.

The Federation will foster an environment of innovation and continuous improvement. Staff will be expected to take ownership of their professional development and engage with the opportunities presented. The schools will exist in a mutually beneficial relationship, sharing resources and building on their respective strengths to deliver a high quality of education for ALL pupils.

We will encourage each child to develop a sense of self-esteem, self-discipline, personal responsibility and respect for others. We will have the highest expectations of behaviour. The proposed Federation will value all kinds of learning and encourage and value the arts, sports and adventurous activity. We will promote a greater understanding of British values and diversity within our country and around the world.

What is the process for federating?

* Governing bodies meet to discuss all possible structures for the future and decide in principle whether federation is the best option for the children of their school and the children of other schools within the proposal.
* Governors form a consultation committee to draft the proposal - this document.
* Statutory Consultation – the proposal is shared with all interested parties and a minimum consultation period of six weeks begins. All parties have the opportunity to share their views during this period.
* A joint meeting of governing bodies takes place to consider outcomes from the statutory consultation.
* Individual governing bodies make their final decision.
* If each governing body decides to proceed, a new Instrument of Government for the Federation is drafted by the Local Authority and Hereford Diocese and subsequently sent for approval by the new federated governing body.
* Federation takes effect from the agreed date.
* A new single governing body is elected/appointed.  
    
  Timeline for proposed federation:

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| --- | --- |
| June 2017 | Governing body of Chirbury, Stiperstones Federation voted to merge the two schools onto the Chirbury site from September 2017. The decision was postponed, due the continued informal arrangement with Norbury School and the savings that it afforded. |
| 2.4.18 | Joint governing body meeting - governors agreed to consult upon a formal federation. Consultation committee formed. |
| 8.5.18 | Consultation committee met to set out vision for the future. |
| 14.5.18 | Draft document to consultation committee - revise if required. |
| 18.5.18 | Draft document to all governors. |
| 21.5.18  Stiperstones 8:15am  Norbury  12:00 noon  Chirbury  3:30pm | Presentation of proposal document to all members of staff. |
| 22.5.18  Stiperstones 8:30am  Chirbury  3:30pm  Norbury  5:30pm | Presentation of proposal document to all parents, carers and the wider community. |
| 4.6.18  9:15am | Drop in surgery at Stiperstones Inn, Stiperstones. Anyone from all communities may attend. |
| 13.6.18  3:30pm - 5:30pm | Drop in surgery at Chirbury School. Anyone from all communities may attend. |
| 14.6.18  11:00am -1:00pm | Drop in surgery at The Brew with a View Café, Norbury Village Hall. Anyone from all communities may attend. |
| 2.7.18  7:00pm-8:00pm | Drop in surgery at Stiperstones School. Anyone from all communities may attend. |
| 3.7.18 | Collation of responses from public consultation to date by the joint consultation committee. Responses to be distributed to each full governing body member. Further responses will still be received until the consultation closes. |
| 9.7.18  9:30am | The consultation period closes. All responses must be received by 9:30am. |
| 9.7.18 | Presentation of collated responses from public consultation to all governors (from both governing bodies).  Individual governing bodies to meet and make final decision on whether they wish to proceed with federation. |
| 9.7.18 | If each governing body resolves to proceed with federation from 9.7.18, then the existing governing bodies will be dissolved and the new Federation Governing Body will be constituted. (A new Instrument of Government for the federation is drafted by the Local Authority/Diocese and approved. **If governors decide not to proceed, the process ends here and the two original governing bodies remain responsible for their schools.** |
| 10.7.18 | Schools operate as a Federation. |
| 4.9.18 | Parent Governor elections and the appointment of co-opted governors at the first federated governors meeting. |

Numbers on roll and classroom organisation at the date of incorporation, within the three schools in the proposed federation:

|  |  |  |  |
| --- | --- | --- | --- |
|  | Norbury Primary School | Chirbury C of E VC Primary School | Stiperstones C of E VC Primary School |
| Numbers On Roll  (NOR) | 83 inc’ nursery | 54 - No on-site nursery, but 31 at Busy Bees - adjacent | 39 - No on site Nursery  Nursery children currently not accepted |
| Number of Classes | 4 Classes  Nur/Rec  Yr1/Yr2  Yr3/Yr4  Yr5/Yr6 | 3 Classes - am  2 classes - pm  Plus Busy Bees Nursery  Rec/Yr1/Yr2  Yr3/Yr4  Yr5/Yr6  (Yr3/Yr4/Yr5/Yr6 - pm) | 2 Classes  Rec/Yr1/Yr2  Yr3/Yr4/Yr5/Yr6 |

What will this mean for our schools?  
  
**What will stay the same?**  
Each school will retain its own identity and name.   
Both Church schools will retain their Christian character, religious education and worship as under their original founding trust deed. Norbury School will remain separate from the Church, but already shares a common ethos with strong moral values.

Present staff will remain employed at their current school.

Admissions policies will remain the same. Shropshire Council will continue to process admissions.   
  
**What will change?**  
The Federation will have a name as it is a separate legally constituted corporate body but each school will retain their own name. We welcome suggestions for a name for the Federation as part of your consultation response.  
  
All land and property, rights and liabilities will remain under the original founding trust of the site trustees, with day to day roles and responsibilities, which immediately before the federation date were held by the Governing Body of the two Federated Church schools, transfers to the Governing Body of the New Federation.

Under the proposal, the two separate school governing bodies will be dissolved and replaced by a single, newly-appointed governing body with responsibility for all schools within the Federation.

**Constitution of the federated governing body, comprising of 14 as follows:**  
2 x Parent Governors  
1 x Staff Governor  
1 x Local Authority Governor

1 x Executive Head Teacher

2 x Foundation (Church) Governors

Up to 7 x Co-opted Governors

**Proposed leadership structure:**

The new leadership structure will be agreed by the Federated Governing Body. The Federation will be led by one non-teaching Executive Headteacher. Each site operating will have a Teacher in Charge supporting the Executive Head Teacher. There will be a single shared School Business Manager and a single shared SEN/DCo. These posts will form the Senior Leadership Team (SLT).

**Staffing:**  
Terms and conditions for staff will remain unchanged, as will staffing policies and procedures. Staff will remain at their current school, although the specialist knowledge and creativity of individual teachers may be shared by all schools. In future, some members of staff could move or work across sites as part of their career development or talent sharing. New staff joining any of the schools after Federation may be offered a 'Federation' contract. Redundancies as part of the federation process are neither desired nor anticipated. However, this does depend upon The Federation retaining similar pupil numbers across the three schools.

# How do I respond? The governing bodies of Chirbury, Stiperstones and Norbury Schools and Nursery would really like to hear your views. If you have any comments please let the governing bodies know by the deadline of 9:30am on 9th July 2018.

You can share your comments by:

1. Completing the attached questionnaire or writing a letter and sending it to:

**The Consultation Committee, Norbury Primary School and Nursery, Norbury, Bishop’s Castle, Shropshire. SY9 5EA**

Or

**The Consultation Committee, Stiperstones C of E VC Primary School, Snailbeach, Shrewsbury. SY5 0LZ**

Or

**The Consultation Committee, Chirbury C of E VC Primary School, Chirbury, Montgomery, Shropshire. SY15 6BN**

1. By emailing your comments to any of the following:

[head@norbury.shropshire.sch.uk](mailto:head@norbury.shropshire.sch.uk)

[heather.kidd@shropshire.gov.uk](mailto:heather.kidd@shropshire.gov.uk)

[lowerstitt@gmail.com](mailto:lowerstitt@gmail.com)

(Claire Leggott - C of G Norbury)

Responses will then be shared with all members of both governing body.

The consultation document will form the basis of discussions around the future of all three schools and school sites. However, governors recognise that local people may have other suggestions for the sustainability of local schools. We would welcome all suggestions that will provide outstanding provision for all communities for the long term.

RESPONSE FORM to consultation document outlining the proposal to form a Federation between Chirbury Church of England VC Primary School, Stiperstones Church of England VC Primary School and Norbury Primary School and Nursery.

**Responses must be received by 9:30am on 9th July 2018**

Name:

Address:

Phone number:

Email:

1. I am a: (please tick box as appropriate)

|  |  |
| --- | --- |
| Parent/Carer of a pupil at Chirbury C of E VC Primary School |  |
| Parent/Carer of a pupil at Stiperstones C of E VC Primary School |  |
| Parent/Carer of a pupil at Norbury Primary School and Nursery |  |
| Member of staff at Chirbury C of E VC Primary School |  |
| Member of staff at Stiperstones C of E VC Primary School |  |
| Member of staff at Norbury Primary School and Nursery |  |
| Other interested party (Please state)…………………………………………………………… |  |

1. What is your view of the proposal for Federation of the three schools? (please tick box as appropriate)

|  |  |
| --- | --- |
| I support the proposal for Federation |  |
| I do not support the proposal for Federation |  |
| I am not sure |  |

1. What is your view of the proposal that the new Federation works towards moving on to two sites, to ensure Good or Outstanding education and equal opportunities for all. (Unless significant material changes occur before the end of the autumn term 2018?)

|  |  |
| --- | --- |
| I support the proposal for two sites |  |
| I do not support the proposal for two sites |  |
| I am not sure |  |

1. Whilst all schools will currently retain their names, a name is needed for the Federation. If you have a suggestion for this name then please share it here, together with any other comments that you wish to make.

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|  |

Please send your response to any of the three schools, details above. Please note that your responses will remain confidential to the schools’ Governing Bodies. Please use the page overleaf to add any further details or comments that you wish to make.

Thank you for your response

The governors of Chirbury, Norbury and Stiperstones Schools