



**DRY DRAYTON CHURCH OF ENGLAND (C)
PRIMARY SCHOOL**



**OAKINGTON CHURCH OF ENGLAND (A) PRIMARY
SCHOOL**

**CONSULTATION ON A PROPOSAL
TO ESTABLISH A FEDERATION**

This document is intended for the students, parents/carers and staff of the above named schools, their union representatives and the wider community. All are invited to submit comments no later than **15:30 Friday 20th October 2017**

Introduction

Following our joint announcement on the 19th June, this document constitutes the formal consultation proposal to establish a federation between Dry Drayton Church of England (C) Primary School and Oakington Church of England (A) Primary School, where we seek your views on the proposal that our schools enter into a Federation effective from **1st January 2018**. This document has been produced with the purpose of explaining further:

- What a Federation is and how it would change things for our schools.
- What it would mean for children and their parents/carers, staff and governors.
- When decisions will be taken and by whom.

Consultation

The consultation period runs from **Friday 8th September 2017** to **Friday 20th October 2017**. You can let us know your views either online, by email, or in writing – please see the section entitled 'How to respond' below for all the details.

In addition, we will be holding public meetings on **Thursday 21st September** at **Oakington School**, starting at **18:30**, and **Dry Drayton School** starting at **19:45**.

The main purpose of these meetings will be for us to explain more fully why we see Federation as the way forward for our schools and how we see this developing for the benefit of the children and families we serve and the wider community.

We are conducting this consultation in accordance with guidance issued by the Department for Education and the School Governance (Federation) (England) Regulations 2012. Our aim is to:

- Consult widely with all interested parties.
- To be clear about our proposals, who may be affected 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 our schools' websites and making hard copies available as well.

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 do so. If you are responding on behalf of an organisation it would be helpful if you could 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.

At the end of this document you will find a list of the people with whom we are sharing our proposals and consulting.

What is a Federation?

A Federation 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.

Under a Federation, instead of the existing school governing bodies there would be one governing body with collective responsibility for all the schools in the statutory partnership.

As happens now, the governors would provide challenge and support, ensuring that standards continue to improve in each school, budgets are managed effectively, resources are deployed appropriately and staff are supported and enabled to develop.

We feel it is very important to stress that a Federation is not a merger, it is a partnership. The schools would retain their individual identities, but we would be able to build upon their respective strengths to the benefit of all the young people that our schools serve. Each school would receive its own budget allocation from the Council on the same basis as it does currently, but the Federation Governing Body would be able to consider and make decisions on how best to use the funding received as effectively and efficiently as possible. Each school would continue to be subject to a separate inspection by the Office for Standards in Education (Ofsted).

Why should our schools federate?

We see this as an opportunity to:

- Enhance and strengthen the position of both schools, and to preserve the things each school is passionate about.
- Make the best possible use of our many shared visions, collective skills, knowledge and experience to the benefit of all the children and families we serve.
- Secure and maintain the highest standards of teaching, learning and leadership
- Undertake joint curriculum development and pastoral support initiatives for the benefit of all children.
- Undertake joint professional development initiatives for staff which will directly support their career progression within the federation.
- Partnership is increasingly seen as an inevitable trend for small schools. By forming a Federation between our two schools, we have each been able to choose our partner, based on its compatibility, shared vision, strength and proximity. Pupils and staff at both schools will benefit.
- Federating widens the pool of expertise available, and both schools can learn from each other to make the education provision we offer better for all of our children.
- Increased opportunities make it easier to recruit and retain good staff, in the current difficult climate.

The financial factor:

- It has become increasingly apparent that the future is going to be much more difficult.
- The government's proposed 'Fairer Funding' initiative may change the way funds are allocated, and both schools will lose money from the annual budget as a result.
- School budgets are already tight – in a recent survey 1 in 5 parents were being asked to make contributions to everyday school activities.
- Dry Drayton is an unusually small primary school, and the way funding is allocated has made the recruitment of a Headteacher extremely challenging. Sharing school leadership with another school was therefore required.

Under the federation, each school will continue to be allocated a separate budget, not a joint one, but as a Federation we can take advantage of sharing staff and resources to make our budgets go further.

What would the Federation be called?

We propose that initially the federation be known as **The Dry Drayton and Oakington Primary School Federation**. After federation, if it goes ahead, we plan to involve pupils and the community in selecting a new name over the next year.

What would be the proposed staffing structure?

There would be an Executive Head Teacher, Mrs Sally Daggianti, with responsibility for leading and managing the schools, supported by a senior leadership team, which would operate across the schools as well as sustaining a strong and permanent presence in each. At Dry Drayton School this would consist of a senior teacher; at Oakington a decision had already been taken to bolster the management team by appointing a Deputy Head and Senior Teacher.

Existing staff would continue to be employed to work in one or other school in line with their current contracts. Staff would not be 'forced' to change their assigned school. However, opportunities could exist for those staff who wish to work across the Federation to do so but only where this would not diminish the quality of outcomes in the school in which they are contracted to work. In addition, as new appointments are made, these would be on the basis of contracts of employment to work across the Federation.

Delivery of learning would be planned across the schools, with staff working to common policies and structures in respect to pupils' conduct, attendance, access and inclusion (including gifted and talented, special needs, ethnic minority groups).

Who would govern the schools?

On the implementation date for the Federation, our existing governing bodies would be dissolved and replaced by a new Federation Governing Body made up of governors from both schools.

We have begun to discuss the size and allocation of places to the Federation Governing Body which would oversee our schools should we decide to proceed with this proposed change, taking account of the School Governance (Federations) (England) Regulations 2012. We want to draw on the knowledge and experience of the existing governors and reflect the respective sizes of our schools. With this in mind, we are proposing a Governing Body of 15 members (including two ex-officio), made up as follows:

1 Executive Head Teacher

1 Staff governor elected by the staff of both schools

2 elected parent representatives

1 Local Authority appointed governor

2 Co-opted governors

8 Foundation governors – 3 nominated by St Peter and St Paul (Dry Drayton) PCC, 3 nominated by St Andrews (Oakington) PCC, and the 2 vicars (ex-officio).

In addition, any existing governors from either school who wish to continue to support the school may be invited to become Associate Members working with committees. These

would be able to contribute additional expertise and knowledge to the Federation Governing Body, but would be non-voting members.

What does this mean for admissions?

As our schools will retain their current ethos and identify there is no need to make any changes to the criteria used to determine priority for admission in the case of over-subscription. Parents would continue to be able to express a preference for any of the schools in the Federation as well as for any other school they choose. Where possible those preferences would be met but, if more parents/carers were to apply for a place for their child than there were places available, then places would be offered in accordance with each school's published admission criteria.

How will the federation develop?

We see Federation as a long-term partnership, one which will grow, develop and strengthen over time.

We are confident, as are the Diocese and LA, that the combination of a Federation Governing Body, Executive Head Teacher and strong senior leadership team will enable best practice to be applied consistently across the schools and secure and sustain improvement in all of them. We also believe that it will lead to improved recruitment and retention of high quality staff.

Our ultimate aspiration is for both our schools to be to be judged Outstanding and to retain this rating into the future.

What happens next in the process?

We would like to hear from you – details are given in the section **How to respond** below.

Shortly after the end of the formal consultation period, our governing bodies will hold a joint meeting with representatives from the County Council to consider the feedback received to this consultation in the form of a report together with the make-up of the proposed Federation Governing Body. Immediately after this, the governing bodies will hold separate meetings at which a simple majority vote will be taken to determine whether or not to proceed with the establishment of a Federation between our schools. Subject to the outcome of those meetings, the Federation Governing Body would take on responsibility for the schools on 1st January 2018.

How to respond:

Online Smart Survey

Go to <http://www.smartsurvey.co.uk/s/ProposedFederation/>

By email

Please scan and send the questionnaire to:

Administration.Supportteam@cambridgeshire.gov.uk

In writing

Complete the questionnaire and send it to:

Cambridgeshire County Council
Administration Support Team
Box No OCT1215
Shire Hall
Cambridge
CB3 0AP

The deadline for receipt of comments is **15:30 Friday 20th October 2017**. Responses received after this date will not be taken into consideration.

List of consultees

Parents/carers of children at Dry Drayton and Oakington Primary Schools
Parents/carers of pre-school age children living in the catchment areas of the schools
Staff at Dry Drayton and Oakington Primary Schools and their union representatives
Local County Councillor(s)
Local MP(s)
Local Parish Councils
Parochial Church Councils (St Peter and St Paul, St Andrews)
Diocesan Board of Education
Local Authority
Secretary of State for Education

**Proposed Federation between Dry Drayton C of E (C) Primary School and
Oakington C of E (A) Primary School**

CONSULTATION RESPONSE SHEET

1. Please state your position

- Member of staff at (name school in the box below)
- Parent of a child at (name school in the box below)
- Parent of a younger child (pre-school)
- Pupil at (name school in the box below)
- Professional Association / Trade Union
- Partner Organisation / Education Provider*
- Other*

** Please provide further details:*

**2. Please state whether you agree with the proposal that Dry Drayton C of E (C)
Primary School and Oakington C of E (A) Primary School should federate with effect
from 1st January 2018**

- 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

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