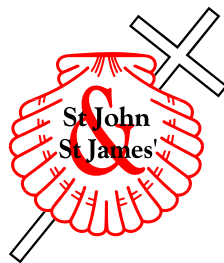


# Consultation on a federation of Holy Trinity CE School and St John and St James' CE School



6 February 2006 – 20 March 2006



# Proposal on the federation of Holy Trinity CE School and St John and St James' CE School

What is this information about?

The Governing Bodies of Holy Trinity CE School and St John and St James' CE School have decided to consult with staff, parents and carers on a proposal to federate Holy Trinity CE School and St John and St James' CE School. This is your opportunity to let them know what you think about this proposal.

This paper contains:

- An outline of the proposal
- A response form for you to complete and return

The following events will provide parents/carers with an opportunity to speak to governors about the federation:

- **Wednesday 8<sup>th</sup> February** – Parents Consultation Evening – 4pm-8pm at Holy Trinity CE Primary School
- **Thursday 9<sup>th</sup> February** – Parents Consultation Evening – 4pm-8pm at St John and St James' CE Primary School

Further meetings will be arranged at each school and advertised via the school newsletters.

Please leave your completed response form in the sealed box in the school reception area or send to:

- Åsa Melander  
The Learning Trust  
Hackney Technology and Learning Centre  
1, Reading Lane  
Hackney E8 1GQ
- Or e-mail your comments or queries to:  
[asa.melander@learningtrust.co.uk](mailto:asa.melander@learningtrust.co.uk)

If you have specific questions about the proposal please contact Laura Dale on 020 8820 7364 or email [laura.dale@learningtrust.co.uk](mailto:laura.dale@learningtrust.co.uk).

This document and response form is also available online by visiting our website: [www.learningtrust.co.uk](http://www.learningtrust.co.uk)

This consultation will close on 20 March 2006.

Copies of the complete document will be available in English, Turkish and French. This report will be provided in other languages or in large print upon request. A form on the back is included for anyone who would like the document translated into another language.

## **Summary information**

Following on from the successful collaboration between the two schools, the governing bodies of Holy Trinity CE School and St John and St James' CE School have decided that they want to federate from 1<sup>st</sup> September 2006.

### **A federation is where two schools share a governing body.**

- Pupils won't change schools,
- Their lessons will be in the same school as they are now.
- Children will not move from one school to the other for their lessons.
- The names of the schools will not change, nor will the uniforms.
- Ms Davies will still be the headteacher of both schools.
- There will be no change to admission arrangements for either school.

### **We believe this is good for pupils**

- Both of the schools will remain one form entry.
- The schools will each continue to have the same ethos as they have today and will continue to retain their individuality.
- However the two schools serve similar communities and are of a similar size, so they can each learn from the other.

### **We believe this is good for staff**

- Staff will be able to share knowledge with people from a different school with similar challenges – this is very rare in education.
- We'll be able to offer a new level for staff development.

### **We believe this is good for parents**

- Parents will know that because we can share resources, their children will be getting even more opportunities for a superb education.

## **We are not merging the two schools!**

<p>You have 6 weeks to send us your comments, just return the page at the back to one of the schools by 20 March 2006.</p>
--

### **The current situation**

Holy Trinity CE School is in Beechwood Road, E8 and St John and St James CE School is in Isabella Road, E9. The schools are both one-form entry Church of England voluntary aided Schools and both schools have around 230 pupils.

Since October 2004 the schools have been collaborating very successfully. Ms Davies has been Headteacher of both schools and some staff have made use of their expertise in numeracy and literacy in both schools. The deputy head of Holy Trinity, Jonathon Legon, used to teach at St John and St James.

The governing bodies of both schools would now like to formalise this collaboration by federating the two schools.

### **What is a Federation?**

Under the Education Act 2002, schools and local authorities can propose that between two and five schools can join together to create a federation. The schools then combine their governing bodies, so that there is just one governing body for the federation so the federating schools can pool resources. In this case, only two schools will be federating.

### **What's in it for the children?**

The two schools have a similar number of pupils, and similar sized staffs; there will be opportunities to share staff across the two schools, which will give access to a much larger pool of knowledge and there will be the chance to share specialist knowledge across the two schools. Children will therefore have access to more opportunities for good quality learning. There are also opportunities to use school resources and budgets more efficiently. The two schools are different, however, and we believe that a federation will enable each school to learn from the other, to the benefit of both sets of pupils.

### **What's in it for the staff?**

Most day-to-day management will continue as it is now arranged, but there will be opportunities for staff to get involved across both schools; this will provide exciting career progression for staff, enabling them to extend themselves and to co-operate with colleagues on another school site.

### **What's in it for the parents?**

The schools will become stronger, because when they co-operate, good practice can be shared easily. Better opportunities for learning mean that children can be helped to overcome barriers to learning because resources can be shared across the two schools. The retention of quality staff would ensure a continued high standard of education for the pupils at both schools.

### **What's in it for the Governing Bodies?**

We would expect the federation governing body would 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 maximum size for a governing body in a federation of the size we're proposing is 22 people. This would include 4 elected parent governors, 5 staff governors, one LEA governor and 12 Foundation governors (of whom at least 3 will be parents).

**Will the staffing change?**

Ms Davies will be the head of both schools, just as she is now. She will be assisted by a senior management team in each school. We are not going to ask any staff to move from one school to the other, but we may ask some staff to take their specialist knowledge into the other school, so that we can share best practice. If we decide in the future that we will have one head in each school, we can do that.

**Could children be forced to change schools?**

No. The admission arrangements will remain exactly as they are at present. Parents will apply on behalf of their children to the school of their choice.

**Will children have to travel between the two schools for lessons?**

No. The two schools may share staff, but lessons for Holy Trinity children will be on the Holy Trinity site and lessons for St John and St James children on their site. There will be, as now, opportunities to join together to celebrate, worship and attend activities such as sports days.

**Will the arrangements be fair to both schools?**

Holy Trinity's budget last year was £865,543, whilst St John and St James' budget was £898,861; the pupil numbers (full time, or their equivalent) are 229 (Holy Trinity) and 234 (St John and St James). These figures show how evenly the two schools are matched, any arrangements made as part of the federation will be completely fair to both schools. There may be some funding for innovation, which the two schools can share: obviously the more pupils who will benefit from a project, the bigger the projects that we can consider.

**What if we want to go back to two separate governing bodies?**

The federation arrangement will be reviewed in two years time by the governing body to see if it has been successful. If at anytime, the schools wished to break up the federation, there is a standard process that would be set in place, which would include a six-week consultation followed by a final decision by the governing body.

**Do you have any questions?**

Parents and carers will have the opportunity to discuss this proposal with members of the governing body of their school. Details of these meetings will be published in the weekly school newsletter shortly.



# Consultation Response Form

## The proposal to federate Holy Trinity CE School and St John and St James CE School

Please return to either the sealed box in the school reception or to **Asa Melander by 20 March 2005** at:

The Learning Trust, Hackney Technology and Learning Centre  
1 Reading Lane, London E8 1GQ Email: [asa.melander@learningtrust.co.uk](mailto:asa.melander@learningtrust.co.uk)

Name of person responding

*Interest in Holy Trinity/St John and St James' School (please tick boxes as appropriate)*

Parent/carer of a child at Holy Trinity

Parent/carer of a child at St John & St James

Member of staff at Holy Trinity

Member of staff at St John & St James

Other (please specify) .....

**Please comment on the proposal – your views are welcome**

You may respond electronically, if you have access to the internet. Visit [www.learningtrust.co.uk](http://www.learningtrust.co.uk) and look under Publications/Consultations.

**Thank you for completing this response form**

## The Learning Trust Monitoring Form

Monitoring equality information in our consultation process is important in our work to promote equality. The information you provide will help us to build on successful actions, identify the needs of those experiencing inequality and help us to decide where to target our resources.

**This information will not be used in a way which allows individuals to be identified.**

The categories we use are similar to those used in schools. We comply with the Data Protection Act 1998. We are aware of the sensitive nature of this information and assure you that it will not be used for any other purpose.

We would therefore ask you to help us by completing the attached monitoring form.

Main category	Extended category	Please tick ✓
White	White British	
	Any Other White background	
Mixed	White and Black Caribbean	
	White and Black African	
	White and Asian	
	Any Other Mixed Background	
Asian	Indian	
	Pakistani	
	Bangladeshi	
	Asian British	
	Any Other Asian Background	
Black	Caribbean	
	African	
	Black British	
	Any Other Black Background	
Chinese	Chinese	
Any other ethnic group	Kurdish	
	Vietnamese	
	Orthodox Jewish	
	Turkish/Turkish Cypriot	
	Greek/Greek Cypriot	
	Irish	
	Any Other Ethnic Group	
Religion		



## Consultation on a federation of Holy Trinity CE School and St John and St James CE School

If you would like to find out what this document says please put a tick in the box  and put your name, address and phone number at the bottom of this page and return it to the address below.

Bu belgenin içeriğinin açıklamasını istiyorsanız lütfen bu kutuyu  işaretleyin, adınızı, adresinizi ve telefon numaranızı bu sayfanın altındaki boş yerlere yazın, ve sayfayı aşağıdaki adrese gönderin. (Turkish)

Haddii aad jeceshahay in aad ogaato waxa warqadan laguugu sheegaayo, Fadlan waxa aad calaamadisaa Sanduuqan  oo waxa aad Magacaaga, Adirayskaaga iyo Telifoon Lambarkaaga aad ku qortaa xagga hoose ee boggan, oo ku soo celi markaa Adirayskan xagga hoose ku qoran. (Somali)

如果你想知道這份文件的詳細內容，請在格子里  剔一下。在本頁下面寫下你的名字，地址和電話號碼并寄到下面的地址。(Chinese)

Nếu quý vị muốn tìm hiểu tài liệu này nói điều gì xin đánh dấu vào ô  và ghi tên, địa chỉ và số điện thoại của quý vị vào cuối trang này và gửi về địa chỉ dưới đây. (Vietnamese)

এই দলিলে কি লেখা আছে সে সম্পর্কে যদি আপনি জানতে চান অনুগ্রহ করে সাধের বাবসে  টিক দিন। তারপর পাতাটির নিচে আপনার নাম, ঠিকানা এবং টেলিফোন নাম্বার লিখে নিম্নলিখিত ঠিকানায় ফেরৎ পাঠান। (Bengali)

જો તમને આ દસ્તાવેજ યું જણાયે છે તે વિષે માહિતી જોઈતી હોય તો મહેરબાની કરીને બોક્સમાં  નિશાની કરી અને આ પાનાના અંતમાં તમારું નામ, સરનામું અને ટેલિફોન નંબર આપી અને તેને નીચે સરનામે રવાના કરશો. (Gujerati)

ਜੇ ਤੁਸੀਂ ਜਾਣਨਾ ਚਾਹੁੰਦੇ ਹੋ ਕਿ ਇਹ ਦਸਤਾਵੇਜ਼ ਕੀ ਕਹਿੰਦਾ ਹੈ ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ ਖਾਨੇ  ਵਿਚ ਠੀਕਾ ਮਾਰੋ ਅਤੇ ਆਪਣਾ ਨਾਂ, ਪਤਾ ਅਤੇ ਫੋਨ ਨੰਬਰ ਇਸ ਪੰਨੇ ਦੇ ਥੱਲੇ ਲਿਖੋ ਅਤੇ ਇਸ ਨੂੰ ਹੇਠ ਦਿੱਤੇ ਪਤੇ 'ਤੇ ਵਾਪਸ ਭੇਜ ਦਿਓ। (Punjabi)

Si vous désirez connaître le contenu de ce document, veuillez cocher la case  et indiquer votre nom, adresse et numéro de téléphone au bas de cette page et la renvoyer à l'adresse indiquée ci-dessous: (Français)

Si desea saber de lo que trata este documento, ponga una señal en el recuadro  y escriba su nombre, dirección y número de teléfono al final de esta página y envíela a la dirección que se indica abajo. (Spanish)

اگر آپ یہ جاننا چاہتے ہیں کہ دستاویز میں کیا لکھا ہے تو براہ کرم باکس  میں ایک صحیح نشان لگائیے اور اپنا نام، پتہ اور فون نمبر اس صفحے کے نیچے لکھیے اور اسے نیچے دیئے گئے پتے پر واپس بھیج دیجئے۔ (Urdu)

**Return to:** Asa Melander, Project Manager  
Hackney Technology & Learning Centre, 1 Reading Lane, London E8 1GQ

Your Name .....  
(please print)

Address .....