

DIOCESE OF SALFORD

APPLICATION FOR TRUSTEES' CONDITIONAL CONSENT - STAGE 2

The Governing Body of wishes to make a formal application to the Diocesan Trustees for conditional consent to seek conversion to academy status.

The Governing Body understands that:

- any consent granted is conditional only, and allows the full exploration of the school becoming a Catholic Voluntary Academy;
- conditional consent is not guaranteed to any School applying to receive it;
- final consent will be subject to satisfactory outcome of the various reviews required by the Trustees;

In applying for conditional consent, the school submits the following information in support of its application and undertakes to carry out any other steps or due diligence exercises required by the Trustees:

1. MISSION AS A CATHOLIC SCHOOL

Please describe how conversion to academy status would better enable the school to fulfil and develop further its mission as a Catholic school and serve the common good.

2. SCHOOL PERFORMANCE AND SCHOOL IMPROVEMENT

2.1 Current Ofsted category:

2.2 Date of inspection:

2.3 Date of last Section 48 inspection/CSI :

2.4 Governing Body's strategies for identifying underperformance and securing school improvement:

3 CATHOLIC ACADEMY TRUST STATUS

3.1 We have been allocated to Catholic Academy Trust.

3.2 We confirm that we have consulted with the Directors of Catholic Academy Trust.

4. CONSULTATION

We confirm that consultation with the following stakeholders has taken/is taking place:

- parents/carers of pupils at the school
- for secondary, parents/carers of pupils in years 5 and 6 of any primary schools in the area
- for primary, parents/carers of pupils offered a place at the school for the next academic year
- staff working at the school and any staff due to be employed at the school from the next academic year
- for secondary, pupils at the school
- other local Catholic schools
- other local schools
- local clergy
- the Local Authority
- the CAT we are proposing to join

5. PARTNERSHIP

5.1 Our school currently undertakes the following work within the diocesan family of schools:

5.2 We are also involved in the following partnership work:

6. DUE DILIGENCE

We confirm that we have engaged with the Trust Central Team and jointly created an accurate Due diligence Report which will be attached to this application to support Trustee consideration of our application.

7. REASONS FOR SEEKING CONVERSION

Academy status is the way forward for our school because we see the following benefits:

8. GUARANTEES

We ask that the Chair of Governors and the Headteacher sign the Statement of Guarantee below on behalf of the school Governing Body.

STATEMENT OF GUARANTEE

A. LEGAL AND ADMINISTRATIVE COSTS

We confirm that the school will use the legal firm nominated by the Diocese for academy conversion - Browne Jacobson.

B. SCHOOL PERFORMANCE

We agree to furnish the Diocese with pupil performance data upon request.

C. MULTI ACADEMY TRUST MODEL

The school will follow the CAT model provided by the Diocese and agree to use the model articles of association, funding and supplemental agreements (based on CESEW models) and model scheme of delegation.

D. WORKING WITH PARTNERS

We commit to continuing to work to support the aims and objectives of the Diocese.

We commit to working with other schools in the family of schools across the diocese.

We commit to working in partnership with the Diocesan Department for Education including making our contribution to the Diocesan School Contribution Scheme.

GOVERNING BODY RESOLUTION

We enclose a copy of minutes containing the Governing Body's resolution to convert to academy status and confirmation that the Governing Body has formally agreed to Statements A to E above.

Chair of Governors

Headteacher

Name

Name

Signature _____

Signature _____

Date _____

Date _____

Please return this Stage 2 application, Statement of Guarantee and any accompanying papers to Angela Williams at the Cathedral Centre.

The dates for consideration by Trustees or Advisory Board are indicative and may be subject to change.

Exemplar School Due Diligence Summary

This report summaries due diligence findings as schools begin the conversion process. It accompanies the Trust due diligence template and is designed to assure stakeholders that Trust Leaders and Schools have identified key due diligence areas and are clear as to the benefits and risks of conversion.

It will be completed by various members of the Trust central team to support schools and governing bodies within the conversion process.

School Name:

Date of Stage 1/Stage 2 Application/DAO

Stage 1 consent given by Diocesan Trustees -

Stage 2 consent given by Diocesan Trustees -

Area	Brief Summary (5 areas only)	Risks/Next Steps (3 Areas only)	Date
Pupil Numbers	<ul style="list-style-type: none"> Declared PAN 140. One KS2 class smaller than 20, this is balanced by plus-20 classes within the key stage. September 2023 reception cohort listed as 13. 	<ul style="list-style-type: none"> Potential decline in numbers given context. Have Governors considered what steps would need to be taken if reception numbers continue to fall? 	
Staffing	<ul style="list-style-type: none"> X staff members qualified teachers. There is a need to clarify how classes are organised (mixed age teaching?) Several support staff fulfill multiple roles. This needs to be clarified at conversion/TUPE points Confirmation of job titles and meanings is needed (SNA/SMSA etc) Clarity needed on staff who work at the school but are not employed by the school. Key CES policies used. 	<ul style="list-style-type: none"> Staff costs will increase. There is a risk around an increase in cost alongside a decline in pupil numbers. Little risk within TUPE. Current Trust measures would not require amendments. 	
Finance	<ul style="list-style-type: none"> Total income circa £ Year 2 and 3 deficits likely an impact of pupil number bulge/declines. Internal audit has taken place. FMS financial system is used. 	<ul style="list-style-type: none"> What is the strategy of leaders/governors to address forecast deficits; should be noted this is not an uncommon question. Expenditure greater than income 2024/25. 	
Estates	<ul style="list-style-type: none"> Catering and cleaning service delivered through SLA's. ASD resource provision will be fully functional by time of conversion. SDSBP scheme still being paid into. Asbestos confirmed in the building 	<ul style="list-style-type: none"> Site survey will be required if Diocesan information lacks depth needed. Trust will need to collate all health and safety/compliance information. 	
Standards	<ul style="list-style-type: none"> Standards are strong. 2023 outcomes are above national averages. 	<ul style="list-style-type: none"> No concerns following due diligence review. 	

	<ul style="list-style-type: none"> • OFSTED judged the school as good in all areas in October 2021 		
Governance	<ul style="list-style-type: none"> • Governance SLA ends 31.03.24. This will need to continue for a period of time. • There is a full complement of current governors. 	<ul style="list-style-type: none"> • Clarity will be needed in due course for governors who become local governors post conversion. • Need to onboard LGB effectively as committee structure will cease to exist. 	
Contracts/SLA	<ul style="list-style-type: none"> • Most SLA's with LA/council. • Additional leases/SLA's to be reviewed with Trust team. 	<ul style="list-style-type: none"> • CTA process will be followed as per Trust onboarding handbook. 	
Asset Leases	<ul style="list-style-type: none"> • None declared 	<ul style="list-style-type: none"> • None declared 	
IT	<ul style="list-style-type: none"> • School is currently within LA ICT. • Asset lists outlines current devices tend to be iPad's. • Inventory system used. 	<ul style="list-style-type: none"> • As with other LA schools, moving into Trust tenancy will require careful planning. 	
Assets	<ul style="list-style-type: none"> • Most assets are ICT related or estates related. • Costs of assets at purchase points have been included. This is most helpful. 	<ul style="list-style-type: none"> • Need clarity on LA assets. Are these LA owned or school owned? 	
Suppliers	<ul style="list-style-type: none"> • None declared 	<ul style="list-style-type: none"> • Supplier list will be needed. 	
Wrap Around Care	<ul style="list-style-type: none"> • Further clarification will be needed prior to conversion. 	<ul style="list-style-type: none"> • None 	
Community Use (leases)	<ul style="list-style-type: none"> • School has a playing field that is currently in community use. 	<ul style="list-style-type: none"> • None 	
School Specific Risks	<ul style="list-style-type: none"> • None noted- CSEL to pick up 21.09.23 		

CSEL Summary

Key Risks

- Pupil numbers are the biggest risk. All other information suggests (school) is well led and in a position of strength.

Capacity needed

- In view of potential deficit - support/capacity would be needed here.

Capacity added

- Headteacher and leaders have driven a culture of improvement and would (it is hoped) be able to add support capacity in due course.
- ASD Resource provision would support broader development of SEN provision and or training for staff in time.