



# **Consultation for the Federation of**

**St. Paul's Church of  
England Primary School**

*and*

**West Kingsdown Church  
of England Primary  
School**

**January 2022**

## Proposal and Timeline

The governing bodies of St. Paul's Church of England Primary School and West Kingsdown Church of England Primary School propose to form a federation under the terms of The School Governance (Federations) (England) Regulations 2012, to take effect on 01/04/2022.

This formal consultation follows a decision taken independently by each of the schools' Governing Bodies to consult staff, parents, carers and other stakeholders on the proposal.

Consultation Period: From 9am on 05/01/2022 to 3.30 p.m. on 23/02/2022.

In outline, the timetable is as follows:

5 January 2022	Publication of consultation document and start of 6-week consultation period – until 23 February 2022, taking into account a half-term holiday.
23 February 2022	End of consultation period
March 2022	Governing Bodies of St. Paul's and West Kingsdown meet separately to consider the results of consultation and decide whether to proceed with federation. A decision to federate would require approval by a majority of each Governing Body.
1 April 2022	New Federation would take effect under new joint Governing Body.
April 2022	First meeting of new joint Governing Body.

## Introduction

St. Paul's Church of England Primary School and West Kingsdown Church of England Primary School have, since 01/09/2020 worked together in an informal collaborative agreement under the Executive Headship of Mr Benjamin Hulme. This arrangement has been beneficial for staff and pupils at both schools, and with this success in mind, the governing bodies of both schools wish to formalise this arrangement by joining in a federation.

## What is a Federation?

A federation is a formal agreement between two or more schools to work together under a single governing body to raise standards, promote inclusion, find new ways of approaching teaching and learning and build capacity between the schools in a coherent manner.

Each school will retain its own separate identity in respect of its budget, admissions, performance tables and inspection by OFSTED. Each school will continue to operate on its own site. However, federation will provide:

- The delivery of an enriched curriculum that is broader and richer than any single institution, to meet the diverse range of learning needs;
- The sharing of staff expertise and resources to enrich the opportunities of pupils;
- Economies of scale through the joint purchasing of goods and contracting of services;
- New leadership and governance models determined by the need of the Federation;
- Leadership development allowing the Executive Headteacher more time to focus on strategic issues;
- Development of senior leadership team to provide leaders for the future.

## Leadership and Governance of the Federation

In our case the current Executive Headteacher, Mr Benjamin Hulme, will continue to lead both schools, with a Head of School on each site. Current staff will remain working within the school to which they are appointed, though it may be possible for staff to work across more than one school to provide development opportunities, if they wish to do so. Newly appointed staff, including those promoted from jobs within, will be employed on federation-wide contracts with a condition that may make it necessary to work between both schools within the federation.

## The Governing Body

A single Governing Body will be created to govern both schools. Members will be selected for their skills, expertise and the understanding they bring, to benefit the strategic development of the federation to secure the best possible outcomes for every pupil.

It is proposed that the governing body will be 13 members strong, made up as follows:

- 2 Parent Governors
- 1 Staff Governor
- 1 Executive Headteacher
- 1 LA Governor
- 5 Co-opted Governors
- 3 Foundation Governors

## Admissions

Admission arrangements will not change.

The Local Authority, Kent County Council, is the admissions authority for both schools and the present admissions policy of each school will continue.

## Why do we propose to federate?

Both schools are nestled in the heart of their village communities with a strong Christian distinctiveness and ethos, where every child's contribution to the school is valued and celebrated. We have a common aim, to provide a foundation for life in happy schools, where all individuals have high expectations of themselves, respect each other and strive to excel. Our mutual vision is to be welcoming and nurturing environments, where everyone is supported to develop morally, spiritually, socially, culturally and academically, contribute to the advantages of federation.

We have already experienced the benefits of working together under one Executive Headteacher.

## Benefits for Pupils

- Formalising the current relationship would avoid disruption to the education of the pupils. Entering into a formal federation, will provide stability to the pupils in both schools, allowing them to continue to feel safe and secure in their schools and with their education.
- Continued cross-school relationships, will provide pupils with opportunities to take part in inter-school competitions, to gain broader experiences through inter-school working and to feel part of a wider school community.
- The pupils will continue to experience the strong, kind and consistent leadership, that the current senior leadership team provide.

- Pupils will have access to shared teaching expertise employed across the schools, such as the Pupil Support Worker who currently works at both schools.

### **Benefits for Parents**

- Their children will continue to experience the strong, kind and consistent leadership that the current senior leadership team provide across both schools.
- Assurance that their children are part of a broad cross-school community, with access to greater opportunities and wider experiences.
- Better oversight of the most vulnerable pupils and their safeguarding that working as a federation enables, ensuring that parents', children are safe throughout their time in school.

### **Benefits for the Schools**

- Stability and security for everyone in the schools' communities: pupils, parents and staff.
- Making permanent, the temporary leadership structures that have been put in place during our current partnership will allow processes introduced over the past eighteen months to develop fully and embed.
- Governance arrangements, will reflect the reality of a leadership team that works across both schools. This will provide better support and challenge for the leadership team and will make accountability stronger. A particular advantage of federation is the ability of the Executive Headteacher to track the progress of the schools in the federation against one another, inspiring higher aspirations and better outcomes.
- Avoidance of unnecessary duplication of effort and the continued drive for more efficient and effective use of resources and better value for money, allowing the schools' teams to focus on achieving the best for the pupils.

### **Benefits for Staff**

- Opportunities for staff to move between the two schools to further their career development, making the schools a better employer.
- Staff networks with other schools, with whom they can share ideas and develop practice.

### **What would change?**

- Should the Federation go ahead, the Governing Bodies of both schools will be dissolved, and a new federated governing body would be created to govern both schools.
- All governors' terms of office for the newly created Governing Body, will start from the date of Federation.
- Elections for staff and parent governors will be required.
- The Executive Headteacher will report to and be accountable to the new federated governing body.
- There will be no other changes to the day to day running of the schools.
- The name of West Kingsdown Church of England Primary School may change to St. Edmund's Church of England Primary School, which will be consulted upon separately.

### **What would stay the same?**

- Each school would keep its own identity. It is not a merger of schools.
- Children would continue to be taught in their school, although some activities may be shared.

- Each school would continue to receive its own budget and be subject to all current funding protocols, reporting mechanisms and financial regulations.
- Each school would be inspected separately by Ofsted and SIAMS.
- Existing members of staff would remain employed by Kent County Council on the same contract of employment.

### **Responding to these proposals**

You are invited to respond to these proposals in a number of ways, by 3.30 p.m. on 23/02/2022 addressed to either:

#### **In writing to:**

Clerk to the Governors  
 St. Paul's Church of England Primary School  
 School Lane,  
 Swanley Village,  
 Kent  
 BR8 7PJ

Or

Clerk to the Governors  
 West Kingsdown CE Primary School  
 Fawkham Rd,  
 West Kingsdown, Sevenoaks,  
 Kent TN15 6JP

Or via, the online consultation form, which can be found at <https://forms.gle/dRqW23tq4zGg1DpV8>

#### **Circulation of proposal document:**

- Secretary of State for Education
- Principal Adviser for Primary School Improvement
- Director of Education, Kent County Council
- Headteachers of all schools in the local district
- All staff
- Every parent/carer of a registered pupil
- Unions
- Local elected KCC Member
- Rochester Diocese of Education
- PCC and Church Wardens
- Local Member of Parliament

This document is in response to the consultation document outlining the proposal to form a federation between St. Paul's Church of England Primary School and West Kingsdown Church of England Primary School.

All responses will be treated in the strictest of confidence; however, we will not be able to take anonymous comments into consideration. Responses must be received by 3.30 p.m. on 23<sup>rd</sup> February 2022.

You may complete an online form using the following website <https://forms.gle/dRqW23tq4zGg1DpV8> OR use the form below. If duplicate entries are received, only the first one received will be used.

Name: \_\_\_\_\_

I am a (please select)

- Parent/Carer of a child in St. Paul's Church of England Primary School or West Kingsdown Church of England Primary School
- Member of staff at St. Paul's Church of England Primary School or West Kingsdown Church of England Primary School
- Other interested party (please specify) \_\_\_\_\_

Your response (please select one of the following)

- I support the proposal
- I do not support the proposal
- I am not sure

Please give your reasons for your choice:

Thank you for completing this response form.