

Heathfield Schools' Partnership

FEDERATION Final report

Report for School Governors

25 June 2014

Introduction

The purpose of this report is to provide information about the outcome of the stakeholder consultation and makeup of Heathfield Schools Partnership governors for ratification from the Full Governing bodies of both Heathfield Nursery and Infant school and Heathfield Junior school. Once this report has been ratified the schools will go ahead and federate starting 1st September 2014.

1. Outcome of Consultation

To enable us to build a comprehensive federation proposal we consulted with parents, staff and governors and ensure we included their feedback in the proposal. The results of these consultations have already been published to both governing bodies as part of the information the governors needed to enable them to vote for federation at the meeting on 24th April 2014.

The formal 6 week stakeholder consultation then began on 1st May 2014 with the publication of the ratified federation proposal. To encourage all feedback during this period we held a drop-in session on 8th May straight after school and advertised for 2 week in the 2 local papers. The 6 week consultation only brought in 2 further comments (both of which were the same). The comment was "Do we need to apply for the Junior school now". We believe the "apparent" lack of interest during the formal 6 week consultation was caused by the thorough consultations we had carried out to get the proposal right.

This means that the 6 week consultation did not highlight any issue that we had not already taken into account, and gives us no reason to not go ahead and federate.

2. Governing Body for Heathfield Schools' Partnership

The design of the governing body has already been ratified by the schools' governing bodies and can be found in appendix 1 for your reference.

After receiving your "Register of Interest" forms (which include the skills matrix) we are happy to list how the Governing body will be populated.

Position	Committee	Name
Head	All	Paul Clayton
Staff - Infants	Resources	Jackie Harker
LA	Finance, Personnel and Pay (both) Resources	John Coombs
Parent (elected) - Juniors	Standards, Teaching, and Learning	Joan Gibson
Parent (elected) - Infants	Standards, Teaching, and Learning	Jacquie Kelly
Co-Opted	Standards, Teaching, and Learning	Pat Griffin
Co-Opted	Finance, Personnel and Pay (both)	Martin Dean
Co-Opted	Standards, Teaching, and Learning	Shazia Fletcher
Co-Opted	Finance, Personnel and Pay (Jnrs)	Georgina Dearman
Co-opted	Finance, Personnel and Pay (Jnrs)	Tamsin Maddock
Co-Opted	Standards, Teaching and Learning	Simon Strelitz
Associate member (Deputy Head Infants)	Standards, Teaching and Learning	Michelle Nelhams
Associate member (Deputy Head Juniors)	Standards, teaching and Learning	Christine Morgan
Associate member	Finance, Personnel and Pay (Inf)	Byron Chamberlain
Associate member	Resources	Keith Willoughby
Associate member	Finance, Personnel and Pay (Inf)	Lesley Pollesche
Associate member	Standards, Teaching, and Learning	Helen Stiles
Associate member	Finance, Personnel and Pay (both) Resources	Ashley Aryee
Clerk		Christine Bhika

At the point of writing this report, there was one co-opted parent position to fill, which we would like to wait until September 2014 to do so. This way we can include new parents in this process. We consider that this helps build the relationship with our parents, which is key to pupil outcomes.

We believe the makeup of this governing body covers the key needs of:

1. Continuity to ensure we understand why things have been done and continue with all improvements that are in progress.
2. Experience and knowledge as we have some of our very experienced governors taking part in the federation governing body. These governors already understand the two schools performance in terms of strengths and weaknesses, and future improvement needs. They also understand school data and how to research and investigate it to ensure its accuracy and development needs. They have proven that they have the ability to ask challenging questions and change how the schools work.
3. All skills needs are covered by this group of governors. These skills include education, finance, buildings, management, HR, communication, auditing and the ability to learn and develop.
4. New ideas and ways of looking at things are covered by new members like Georgina and Tamsin.
5. A balanced representation from both schools ensuring one schools needs does not swamp decision making.
6. Commitment and time to give to the governance of our schools. The members who have joined from the current governing body have already proved their commitment by undertaking work to get themselves trained and up to speed on the schools, reviewing results and data, undertaking review visits and carrying out actions. All future governors will be asked to commit to the time and responsibilities needed to ensure they become an effective governor of our schools.
7. We have 3 governors who are trained, and experienced for the Head's performance management in October time.

The Instrument of Government, which is a required document can be found in appendix 2, will be ratified by the 2 governing bodies when they ratify this document.

3. Senior Strategy Team

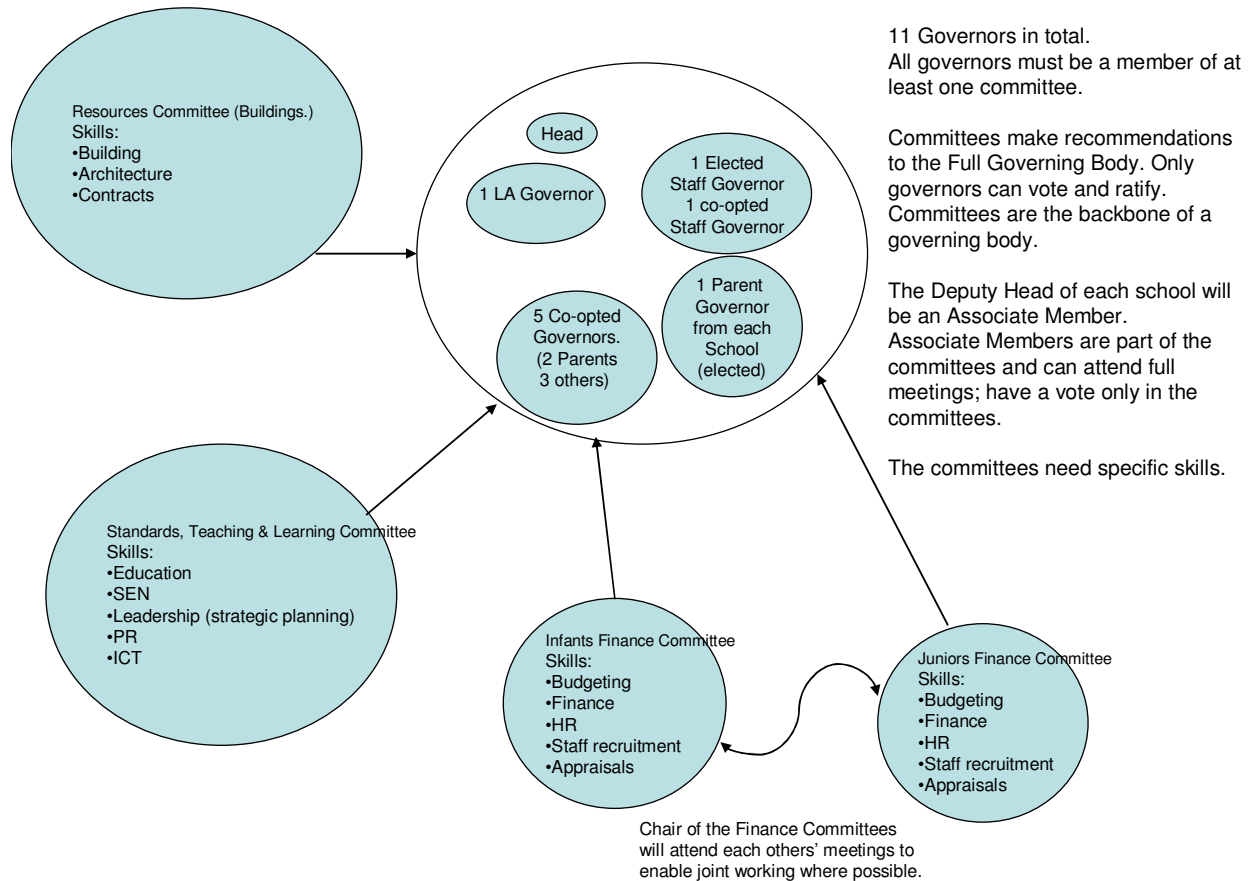
The Senior Strategy Team organisation and members are as defined in the approved federation proposal. Nothing has come out of the consultation to justify a change to this.

4. Conclusion and Recommendation

Nothing needs changing in our proposal for federation as a result of the 6 week formal consultation. We therefore recommend the Governing bodies ratify the decision to federation. The federation, as defined by the federation proposal document, starts on 1st September 2014 with the governing body as defined in this document.

Appendix 1 CONSTITUTION OF THE FEDERATED GOVERNING BODY

A governing body of 11 with the right skills ensures we can deliver vision and strategy whilst being focussed and decisive. The governing body will receive advice and recommendations from skilled Associate Members in the committees.



Appendix 2 Instrument of Government

LONDON BOROUGH OF RICHMOND UPON THAMES

Instrument of Government

1. The name of the school is Heathfield Schools' Partnership.
2. The names and categories of the schools in the federation are:
 - Heathfield Nursery and Infant School – community school,
 - Heathfield Junior School – community school.
3. The name of the governing body is "The Governing Body of Heathfield Schools' Partnership.
4. The governing body shall consist of–
 - a. **2** parent governors
 - b. **1** LA governor
 - c. **1** staff governor
 - d. **1** headteacher
 - e. **6** co-opted governors
5. Total number of governors **11**.
6. The term of office of all governors (excluding the Headteacher) is 4 years.
7. This instrument of government comes into effect on 1 September 2014, replacing the Instrument made for Heathfield Nursery & Infant School on 1 September 2011 and for Heathfield Junior School on 1 January 2004.
8. This instrument was made by order of the London Borough of Richmond upon Thames Local Authority on
9. A copy of the instrument must be supplied to every member of the governor body (and the headteacher if not a governor), any trustees and to the appropriate religious body.