



29 April 2016

Dear Parent/Carer

**Consultation for the Federation of the Governing Boards
of Aylsham High School and Bure Valley Junior School**

We are pleased to recommend this proposal to federate the governing boards of **Aylsham High School and Bure Valley Junior School**.

Our current partnership over the last 10 months has been very successful, ensuring the children receive the best possible teaching and educational opportunities.

Both governing boards and staff teams believe that the partnership is working very effectively and want to strengthen the arrangement still further.

Federation will allow continuing benefits across both schools to happen and that is why we are recommending it.

The accompanying consultation paper outlines what we as governors believe are the benefits of federation. We welcome your views and feel it is important that you as stakeholders play a part in shaping the future of education in our area. The schools have arranged a series of informal drop-in sessions for people to find out more and ask relevant questions of the governing bodies of each school. These sessions will take place as follows:

Tuesday, 17 May, 7pm at Aylsham High School

Thursday, 19 May, 7pm at Bure Valley Junior School

If you wish to comment on this consultation, please send your response in writing to 'clerk of governors' via either school office. Letters should be clearly marked 'federation consultation' and sent in a sealed envelope. These should be received at the schools no later than **Friday, 17 June 2016**. All responses should be signed (anonymous responses will not be considered) and will remain confidential to the clerk who will report to the governing bodies.

We wish to stress that federation is considered by the governing boards as a way of securing the future of our schools. This is not a bid to merge or amalgamate the schools and we would stress that each school will continue to maintain their individual identities, as they have up to now.

Yours faithfully

Jenny Youngs
Chair of Governors
Aylsham High School

Samantha Dangerfield
Chair of Governors
Bure Valley Junior School

DRAFT CONSULTATION DOCUMENT

Consultation start date: Friday, 29 April 2016

Consultation end date: Friday, 17 June 2016

The Federation of the Governing Boards of Aylsham High School and Bure Valley Junior School

The governing boards of the above schools have resolved to seek federation through a shared, strategic vision of the schools' future.

Our vision

We celebrate the unique qualities and characteristics that each school brings to the federation. Both schools have common aims and values, together with a mission to serve all the families and children who attend the schools. Both schools are committed to the long-term success of education in the town and the wider Aylsham cluster.

What does federation mean?

Federation means the formation of one governing board, with equal representation from both schools. Each school will remain legally separate whilst retaining their individual characteristics and ethos. Federation works on the basis that all schools have their own particular strengths and advantages whether it is facilities, staff or resources.

Why form a federation?

The governing boards of our schools wish to sustain and continue to improve education for children in the schools and to protect educational provision. We feel federation is the best way to achieve these goals.

The schools are in an excellent position to federate for the following reasons:

- A successful partnership has existed since **1 June 2015**
- Our current partnership has been fully discussed with and owned by major stakeholders – staff, governors, the local authority, parents and children
- The schools are close enough to allow us to continue sharing our resources and working together
- Some school policies have been reviewed and shared
- Resources and experiences have been shared and joint activities have been undertaken
- Increased governor liaison has taken place and has helped both schools to develop
- Additional financial resources have been secured and used for the benefit of both schools
- Some staff work across more than one school
- Extended joint professional development has been undertaken
- Some governors' committee meetings are already held on a joint basis, serving both schools

Benefits of federation

- To strengthen the viability of both schools
- Avoiding duplication of effort and resources will allow more time to devote to the core business of teaching and learning
- To continue to improve standards in teaching and learning
- A structured way for both schools to continue to collaborate
- Opportunities for staff, children and governors at each school to interact, learn from each other and share best practice
- Access for children to teacher specialist expertise from each school
- A varied and co-operative approach to staff development
- Further development of a joint curriculum and sharing of existing good practice
- Flexible and more efficient use of resources and better value for money
- More efficient use of management time
- To extend the range of services and opportunities available to children and their families

Admissions

There will be no change. The current admissions arrangements for both schools will remain in place.

Staffing

Federation in itself will not imply any change in the schools' current staffing teams. Staffing levels will continue to be determined by the school budgets. Federation will allow employment of specialists and new staff across both schools.

The governing board

A new governing board will be formed as detailed below:

Name of the Federation: Aylsham Learning Federation

- 1 executive headteacher
- 1 elected staff governor
- 2 elected parent governors (1 from each school)
- 1 local authority governor
- 2 trust governor representing The Aylsham Cluster Trust
- 12 co-opted members

This would give the governing board a total of **19** members. The total number of staff governors will not exceed more than one third of the total number of governors.

It is the intention of the federation working party to have:

- 1 head of Bure Valley School
- 1 member of staff from the school that does not have an elected member
- 4 members of the joint steering group as co-opted governors

Proposed date for the start of federation: 19 July 2016

How do I contribute?

We are very keen to hear your views about this proposal. We would therefore be grateful if you would return the attached form by **4pm on Friday, 17 June 2016**. The governors of both schools will then consider the responses to the consultation.

How can I find out more?

The schools have arranged a series of informal drop in sessions for people to find out more and ask relevant questions of the governing bodies of each school. These sessions will take place as follows:

Tuesday, 17 May, 7pm at Aylsham High School

Thursday, 19 May, 7pm at Bure Valley Junior School

What do you think?

Please complete the response form and return it by **4pm on Friday, 17 June 2016** to one of the following:

- Clerk of Governors, School Office, Aylsham High School
- Clerk of Governors, School Office, Bure Valley Junior School

Remember, all responses should be signed (anonymous responses will not be considered) and will remain confidential to the clerk who will report to the governing board.

Do you support the proposal to federate Aylsham High School and Bure Valley Junior School?

Yes ☐ No ☐ Please tick one box

Comments:

Name:

Address:

Sign:

Please tick one box that you feel most appropriately represents your interest in this matter:

- ☐ parent/carers of a child at Aylsham High School
- ☐ parent/carers of a child at Bure Valley Junior School
- ☐ member of staff at Aylsham High School
- ☐ member of staff at Bure Valley School
- ☐ local resident
- ☐ parent/carers of a child at another local school (please specify)
- ☐ other (please specify)

This response form should be sent in a sealed envelope, clearly marked 'federation consultation' by **4pm on Friday, 17 June 2016** addressed to one of the following:

- Clerk of Governors, School Office, Aylsham High School
- Clerk of Governors, School Office, Bure Valley Junior School

Thank you for your time