



CONSULTATION ON THE PROPOSED FEDERATION OF VANGE PRIMARY SCHOOL AND NURSERY & MILLHOUSE PRIMARY SCHOOL AND NURSERY

The governing bodies of Both Vange Primary and Millhouse Primary schools have been considering a proposal to create a Federation to govern both schools from 17th October 2022. The name of the proposed federation is **The Millhouse and Vange Schools' Federation**

This document sets out the reasons why the governing boards of each school believe this proposal is a good idea and the benefits for students, parents and staff. It also provides information about the vision that the federation has for its family of schools.

What is a Federation?

A federation is a formal and legal agreement between schools to operate with a single governing body. The decision to federate is made by the governing bodies of each school following a consultation process with key partners such as parents, staff and the Local Authority.

Many of the potential benefits of a federation have already been seen as the schools have had a close working relationship for some time, however Governors of both schools believe that a formal collaboration will further increase benefits to the pupils by enhancing educational provision.

Federation is a mechanism aimed primarily at reinforcing leadership and governance of, and collaboration and co-operation between, schools.

The schools will retain their own identities, culture and values, and will remain separate legal establishments. There will continue to be an OFSTED inspection in each school. Results will be published for each school and their funding and budgets will be determined and managed individually.

Why is a Federation being proposed?

Vange Primary and Millhouse Primary have enjoyed a close working relationship since the beginning of the year. It is now felt that this working partnership should be formalised in a federation with a single Governing Board.

Working closely with other schools in a federation can:

- ensure the schools retain their own identity while being part of a larger community
- facilitate the sharing of best practice and professional expertise
- enable much closer alignment of curriculum, sharing of best practice enhancement of teaching and learning
- enable access to a wider range of facilities
- offer development opportunities for staff across the schools
- financial economies of scale and improve purchasing power and cost savings

The two schools would remain as individual schools and the single Federation Governing Board would discharge its functions accordingly for each school. Federation gives opportunities for professional development of the staff within both schools, allowing for wider professional growth. This will be

reflected when attracting the right person for any roles within the schools. There will continue to be strong and experienced leadership, greater scope for sharing resources between the two schools and greater collaborative working. This would benefit not only the staff but most importantly the students.

What will the Federation look like?

The federation would come into effect on 17th October 2022. Following federation there would be a newly appointed Governing Board responsible for both schools. The federation's Governing Board members will be selected for their skills, expertise and the understanding they bring to benefit the strategic development of the federation of schools to secure the best possible outcomes for every student. In doing so, the Governing Board will look to secure a membership which has a balance of knowledge and regular interaction with each of the schools.

It is proposed that the new Governing Board will consist of 16 governors, as set out below. However, the Instrument of Governance will allow for this number to increase should additional schools wish to join the federation or if the appointment of additional governors fills a perceived skills gap.

The composition of the Governing Board of the proposed federation of the schools is shown below. This proposed composition reflects statutory requirements.

The number of governors in each category will be as follows:

Co-Opted - 8

Staff – 2 (1 per school)

Local Authority - 1

Parent – 4 (Minimum of 1 per school in the federation)

Executive Headteacher – 1

Heads of School – Associate Members (3)

The federation will have an Executive Headteacher, who will be responsible for the performance management of the Heads of school in the federation.

The priority for the federation in its first year will be to secure and embed the new governance structures, while maintaining the strong academic performance of the schools.

The Instrument of Governance will come into effect on 17th October 2022, the day of Federation.

The governance of the federation will be via sub-committees of governors, reporting into the federated governing body (there will be no local governing groups in the individual schools). The Executive Headteacher & Heads of school for all schools in the federation will report to the full Governing Board of the Federation once per term.

The Committees will be as follows & will meet as specified below.

- CARS (Curriculum and Standards) – 1 meeting per term for each school
- Finance – 1 meeting per term for each school, plus 1 budget meeting per school each year.
- Premises – 1 meeting per term for each school
- Personnel – 1 meeting per term for the federation

Working groups of governors may be formed to focus on specific areas of school improvement. There will be no change to the proposed arrangement for staffing the schools within the Federation.

All Staff employed and working at both Vange Primary and Millhouse Primary will remain Local Authority employees working to the new federation governing body.

How will this affect the students?

There will be no change at all to the admissions of each of the schools. Essex County Council will remain the admissions authority for both Vange Primary and Millhouse Primary.

The schools remain committed to maintaining their productive working relationship with families and other schools.

Next steps

Parents, staff and other stakeholders are invited to comment on these proposals. The consultation period is six weeks and the deadline for written representations regarding the proposal is 1st July 2022. All representations should be completed on the following link: [Federation Consultation Form](#) (please click on the link or copy and paste into your browser bar).

There will be an opportunity to discuss the details of the proposal further at the consultation events being held at:

Vange Primary School

Staff - Wednesday 15th June at 3:30pm

Parents and other stakeholders - Wednesday 22nd June at 9am

Millhouse Primary School

Staff - Monday 13th June at 4pm

Parents and other stakeholders - Tuesday 21st June at 9am

Process for federation

- Consultation starts 20th May 2022
- Face to face consultation meetings at schools (see dates above)
- Consultation ends 1st July 2022
- Governing Boards consider responses on 8th July 2022 and decide whether to formally federate
- Federation implemented 17th October 2022

If at any time the Governors decide not to proceed with the federation the schools remain as they are.

On the federation date, the existing governing boards are dissolved, and the new federated governing board is incorporated. The outgoing governing boards will deliver a report of all action taken in the discharge of their functions and a new Instrument of Governance is incorporated. As both schools are local authority schools, Essex County Council will continue to hold the responsibility for staff, land and property at both schools.

The Governors are committed to achieving the best educational experience for the students and this is the start of a six-week consultation to share the proposal details and to gather feedback before taking any further steps towards a final decision.

While the Governors unanimously support the proposal, it is important to hear from as many stakeholders as possible. Please do provide your comments and suggestions by 1st July 2022.