

## SCHOOLS FORUM – 24 JANUARY 2013

<b>Title of paper:</b>	<b>School reorganisation transition funding – Seely and Berridge Infant and Junior Schools</b>	
<b>Director(s)/ Corporate Director(s):</b>	Gill Ellis, Director of Schools and Learning	<b>Wards affected:</b> Sherwood Berridge
<b>Report author(s) and contact details:</b>	Jennifer Shadbolt, Project Manager, School Organisation Telephone: 0115 87 65629 Email: <a href="mailto:jennifer.shadbolt@nottinghamcity.gov.uk">jennifer.shadbolt@nottinghamcity.gov.uk</a>	
<b>Other colleagues who have provided input:</b>	Jonny Kirk, Project Manager, School Organisation Nicholas Lee, Access to Learning Service Manager Dee Fretwell, Finance Analyst, Strategic Finance	
<b>Summary</b>		
<p>On 20 November 2012, the Executive Board of Nottingham City Council approved a move to consultation on proposals to amalgamate Berridge Infant and Nursery School and Berridge Junior School and Seely Infant and Nursery School and Seely Junior School. This followed a period of public consultation where the vast majority of respondents were in favour of these amalgamations.</p> <p>Following the representation period, final approval is subject to the decision of the School's Adjudicator. This is expected mid-March 2013.</p> <p>This report seeks approval from School's Forum to allocate up to £25,000 to each school to cover transition costs associated with becoming a through primary.</p>		
<b>Recommendation(s):</b>		
For Schools Forum to <b>agree:</b>		
<b>1</b>	To allocate up to £25,000 to the temporary governing body of Seely Primary School.	
<b>2</b>	To allocate up to £25,000 to the temporary governing body of Berridge Primary School.	

### **1. BACKGROUND**

- 1.1 Approval was given by the Portfolio Holder for Children's Services in September 2012 to undertake consultation on the amalgamations of Seely Infant and Junior Schools and Berridge Infant and Junior Schools.
- 1.2 Consultation ran from 1 to 28 October and, of the responses received to the online questionnaire, 74% were in favour of amalgamating the Seely schools and 73% were in favour of amalgamating the Berridge schools.
- 1.3 Discussions with parents and carers at the two sets of schools also revealed the proposals were positively received.
- 1.4 In light of this positive feedback, work is now well underway at the schools for the new primary schools to be up and running from September 2013.
- 1.5 Head Teacher recruitment is currently underway for both schools. Head Teacher release time will be required to support the final stages of the amalgamations.

- 1.6 Additional work required to ensure the new primary schools are open from September 2013 will include updates to the IT infrastructure and Finance and HR work to amalgamate the various practices that currently take place at the separate schools in to the two new primary schools.

## **2. REASONS FOR RECOMMENDATIONS (INCLUDING OUTCOMES OF CONSULTATION)**

- 2.1 Due to the positive responses received during consultation, both temporary governing bodies for both sets of schools are moving to the recruitment stages for a Head Teacher post and they will be implementing the final stages of the amalgamation from the beginning of the summer term 2013.
- 2.2 In previous school reorganisations, as outlined by Kathryn Stevenson in the November Executive Board report, up to £25,000 has been provided to schools to provide transitional support and this report seeks approval for the sum of up to £25,000 to be allocated to the two sets of schools respectively following final sign off of the amalgamations from the School's Adjudicator in March.

## **3. OTHER OPTIONS CONSIDERED IN MAKING RECOMMENDATIONS**

- 3.1 No other options have been considered at this stage because the transitional fund of up to £25,000 has been awarded to schools undergoing reorganisation previously.

## **4. OUTCOMES/DELIVERABLES**

- 4.1 This transition funding will allow for 25 days of cover for the Head Teacher designate to work for the school prior to opening, and for services relating to closing and opening new schools including IT, Finance and HR.

## **5. FINANCIAL IMPLICATIONS (INCLUDING VALUE FOR MONEY/VAT)**

- 5.1 It is assumed that these amalgamation costs will be incurred in 2013/14. The budget to support up to £25k per amalgamation will be allocated to schools via the Individual Schools Budget. It has been agreed at Schools Forum on the 20 December 2012 that these would be de-delegated back to the Local Authority to hold centrally.
- 5.2 Expenditure incurred will only be paid to the school once a financial return has been agreed; this process aligns to other one off activities funded from the Dedicated Schools Grant.
- 5.3 The amalgamation was approved at Executive Board on 20 November 2012.

### **Contact:**

Dee Fretwell – Interim Finance Analyst

Tel: 0115 876 3711

Email: [dee.fretwell@nottinghamcity.gov.uk](mailto:dee.fretwell@nottinghamcity.gov.uk)

## **6. RISK MANAGEMENT ISSUES (INCLUDING LEGAL IMPLICATIONS AND CRIME AND DISORDER ACT IMPLICATIONS)**

6.1 None.

## **7. OBSERVATIONS OF THE DIRECTOR OF SCHOOLS AND LEARNING**

7.1 Schools who have previously undergone reorganisation have benefited from the £25,000 contingency funding for necessary support to get the school back up and running. In the case of amalgamations, it is important that the Head Teacher designate of the new primary schools be involved in shaping the ethos and structure of the new school as soon as possible and this can only be achieved by the Local Authority negotiating day release with their current employer, or arranging back fill if they are already employed by Nottingham City Council. The remaining portion of the contingency fund is used to finalise those operational arrangements that are so fundamental to ensuring the new school is a success.

## **8. HR ISSUES**

HR observations provided by Sarah Rackstraw, Service Redesign Consultant:

8.1 HR supports this recommendation. Both schools have begun the early recruitment stages for a Head Teacher post. Assessment for the Head Teacher recruitment is expected to take place in early February for both schools. A suitable candidate for each post will be chosen before final approval is given by the School's Adjudicator in March, therefore the posts will not be formally offered until that approval has been received. This will mean a candidate will be in place from the start of the summer term to work as Head Teacher designate prior to the opening of both schools. This will enable the Head Teacher designate to be involved in shaping the structure of both schools.

## **9. EQUALITY IMPACT ASSESSMENT**

Has the equality impact been assessed?

- |   |                                     |
|---|-------------------------------------|
| Not needed (report does not contain proposals or financial decisions) | <input type="checkbox"/>            |
| No  | <input checked="" type="checkbox"/> |
| Yes – Equality Impact Assessment attached                             | <input type="checkbox"/>            |

## **10. LIST OF BACKGROUND PAPERS OTHER THAN PUBLISHED WORKS OR THOSE DISCLOSING CONFIDENTIAL OR EXEMPT INFORMATION**

10.1 None

## **11. PUBLISHED DOCUMENTS REFERRED TO IN COMPILING THIS REPORT**

11.1 Executive Board report and minutes – 20 November 2012