## Proposal by the Governing Bodies to establish a Federation of the two schools - the Madras VA School and Bronington VA CIW School 29th March 2023





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#### **Foreword**

The Governing Bodies of Madras Voluntary Aided (The Madras) and Bronington Voluntary Aided Church In Wales School (Bronington School) have agreed to undertake a consultation on a proposal to establish a federation between the two schools.

This consultation document seeks to provide information to allow you to make an informed decision as regards the proposal. Page 25 includes a response pro-forma which can be returned to either Bronington School or the Madras School. All feedback would be appreciated to inform the Governing Bodies decision.

#### Introduction

The Governing Bodies of the Madras School and Bronington School have agreed to undertake a consultation on a proposal to establish a federation between the two schools.

Stakeholders of both schools, including parents/carers, the head teacher's staff, the school councils, Wrexham County Borough Council, and the applicable trade unions, are invited to express their views on the proposal during the consultation period.

The consultation will be run in accordance with the Federation of Maintained Schools (Wales) Regulations (2014) and will commence on 29<sup>th</sup> of March 2023 before closing on 17<sup>th</sup> of May 2023

During the consultation period, a copy of this consultation document will be made available to all stakeholders, and hard copies will be available at each school.

A short presentation with the opportunity to discuss and ask questions of Governors members of the Local Authority and the Diocese have been arranged for parents/carers staff and all stakeholders on the:

- 24<sup>th</sup> of April 2023 @ 2.00pm at the Bronington School.
- 24<sup>th</sup> of April 2023 @ 4.00pm at the Bronington School for all staff.
- 26<sup>th</sup> of April 2023 @ 2.00pm at the Madras School.
- 26<sup>th</sup> of April 2023@ 4.00pm at the Madras School for all staff.
- 4<sup>th</sup> of May 2023 @ 6.00pm at the Madras School.
- 11<sup>th</sup> of May 2023 @ 6.30pm at the Bronington School.

A version of this consultation document has been produced in PowerPoint format for children and young people who are likely to be affected by the proposal. The children and young people's PowerPoint has been specifically written and presented to enable children and young people to understand and engage with the consultation process. Consultation events will also be arranged with the respective School Councils.

Please feel free to join us, the Diocese and officers of the Local Authority to discuss this Federation Consultation Document.

Yours sincerely,

John Griffiths Date: March 2023

Chair of Governors, Madras VA School

Kevin Weston Date: March 2023

Chair of Governors, Bronington VA CIW School

#### Contact details for the two Schools.

Contact Details			
Contact Name	Kevin Weston Chair of Governors Bronington	John Griffiths Chair of Governors Madras	
Contact Telephone Number	Tele 01948 780283	Tele 01978 710419	
Contact Email Address	mailbox@bronington-pri.wrexham.sch.uk	mailbox@madras-pri.wrexham.sch.uk	
Contact Address (via the schools)	Bronington CIW VAP School School Lane Bronington Whitchurch Shropshire SY13 3HN	Madras VA School Overton Road Penley Wrexham LL13 0LU	

#### 1.0 The purpose

The governing bodies of **Madras VA and Bronington VA CIW Schools** are proposing that the leadership of the two schools join in a Federation.

This document explains what this will mean for parents, pupils, staff, stakeholders, trustees and provides an opportunity for everyone to comment before a decision is taken on whether or not to proceed.

#### 2.0 Introduction

Bronington Governing Body through the Wrexham County Borough Council and the Diocese of St Asaph approached the Madras Governing Body to consider the possibility of forming a federation between the two schools.

The two schools adopted a set of principles that will remain fundamental to the process. These are:

- Establish and maintain a strong and effective leadership team that will provide clear focus, direction and high standards throughout both schools.
- Improving and enhancing educational opportunities and raising standards for children, helping them to move forward into the future with confidence and success, through working closely together and building on our existing strengths.
- Develop knowledge, skills, and expertise across the whole staff, through the sharing of professional practice of the Teachers, Teaching Assistant's and school staff who work at both schools.
- Continue the fundamental importance of the two primary schools within their rural communities for the essential services and added value they provide beyond the provision of education.
- The opportunity to work together under one Governing Body & Headteacher, whilst retaining the capacity for each individual school to maintain its own voice and determine its own future.

#### 3.0 The Proposal

In order to achieve these principles, the two schools are proposing that the two Governing Bodies federate to become one Governing Body using the process set out in the Federation of Maintained Schools (Wales) Regulations 2014 (the 2014 Regulations) and the Guidance on the Federation process of Maintained Schools (the 2012 guidance)

The Federation of Maintained Schools (Wales) Regulations 2014 (legislation.gov.uk)

The proposed name of the Federation is: Maelor Way VA School Federation

#### 4.0 What is a Federation?

A Federation is when schools remain separate in law and in identity but are managed together by a single Governing Body and Headteacher. (This means that Madras and Bronington will remain separate schools with one Governing Body and one Head Teacher.) This is very different from an amalgamation when schools join. (E.g., Chirk Infants and Chirk Juniors amalgamated to form Ysgol y Waun.)

Schools in a Federation remain separate; retain their names and uniforms etc. In smaller communities it can be a way of ensuring the sustainability of the schools and enable smaller peer groups to network and share best practice, ideas and resources. This will help to enhance the education provision and raise standards.

Each school has its own Estyn inspection and Section 50 inspection, though increasingly these are co-ordinated to happen at the same / similar time for all schools within the Federation to minimise the disruption.

The Federation Governing Body would encourage staff to work together across both schools to share knowledge and experience. New staff can be appointed to work across the two schools in the Federation.

The legal and technical details of a Federation can be found at: **Guidance on the Federation process of maintained schools - 2014**<a href="http://wales.gov.uk/docs/dcells/publications/120501federationprocessen.pdf">http://wales.gov.uk/docs/dcells/publications/120501federationprocessen.pdf</a>

Welsh Government Consultation Document Proposals to introduce regulations to give Welsh local authorities the power to establish Federations of maintained.

Schools in Wales – January 2013 http://wales.gov.uk/docs/dcells/consultation/130111federationsmainen.pdf

\*\*If you require a paper copy of the above documents, please contact your school\*
What if we want to go back to separate governing bodies?

The Federation arrangement will be reviewed in two years' time by the Governing Body. If at any time the schools wished to break up the Federation, there is a standard process that is detailed in the 2014 Regulations which would include a six-week consultation followed by a final decision by the Governing Body of the Federation.

It should be noted that if any one school wishes to leave the Federation this is possible but would require the agreement of the full Federation Governing Body. However, we firmly believe that if the Federation is not working for all governors, staff, and pupils it is not achieving what it will have been set up to achieve.

#### 5.0 Ethos Statement

Recognising their historic foundation and in accordance with their Trust Deeds, the schools will preserve and develop their religious character in accordance with the principles of the Church in Wales and in partnership with the Church at Mission Area and Diocesan level.

The schools aim to serve their communities by providing an education of the highest quality within the context of Christian belief and practice. They encourage an understanding of the meaning and significance of faith and promote Christian values through the experience they offer to all their pupils.

#### 6.0 The Current Situation

The Welsh Government have provided powers to allow Local Authorities to federate boards of governors of schools. The Welsh Government expects to see more Federations of schools, operating under single headships.

The current number of children on roll at Bronington VA CIW School including nursery is 45.

The current number of children on roll at Madras VA School including nursery is 122.

Bronington and Madras School will continue to be Church in Wales Voluntary Aided Primary Schools, retaining their Christian character and ethos, in accordance with their Trust Deeds and in association with the Mission Area in the Diocese of St Asaph.

The two schools share community council boundaries. Bronington is recognised as being within the category of a small school.

We recognise that it is the duty of the schools' governing bodies to raise the educational standards and performance of a school and learn from each other.

In setting out this proposal the two schools believe that we can continue to raise the provision of education for our children, by sharing knowledge, skills, best practice, and resources to deliver a high standard of education that will aim to ensure that each child reaches their full potential.

However, we also aim to ensure that the individuality of each school is retained and promoted within their individual community.

The discussions leading up to this proposal have been fully supported by Wrexham County Borough Council and the Diocese of St Asaph.

#### 7.0 Benefits of Federating

- Security, resilience, strong leadership, co-operation, purpose and direction.
- Dedicated Leadership role.
- Enhanced opportunities for staff professional development.
- Opportunities for maximising resources and professional expertise and achieve financial efficiencies from economies of scale.
- Supports school improvements by enabling schools to draw on the resources
  of other schools to tackle problems, share expertise, raise expectations and
  address the particular needs of groups of pupils.
- Developing networks for personal support.
- Arrange joint pupil activities.
- Ensure that rural schools are equipped to meet the challenges and opportunities of the future.

#### 8.0 Our Vision

To develop our children through the provision of a safe, stimulating, learning environment where individuals are respected, achievements and efforts praised and where each child is encouraged and supported to meet their full potential. To achieve this, we aim:

- To provide quality education through the medium of English, whilst ensuring that the Welsh language and culture is celebrated and forms part of daily life.
- To maintain and build upon high standards of achievement and attainment through a broad, balanced, challenging and creative curriculum that ensures high quality learning, using effective teaching and learning strategies.
- To provide a caring community that is welcoming, safe and secure, in which children are valued.
- To aim to develop self-esteem and resilience.
- To develop independence, helping children to apply and have ownership of their learning.
- To develop strong partnerships with parents and the wider community.

- To actively encourage pupil voice in the development of the curriculum and across all aspects of school life.
- We are committed to equal opportunities, inclusion, and diversity, where all children maximise their potential and celebrate their differences.

## 9.0 How will the Federation affect the children and parents of Madras VA and Bronington VA CIW schools.

Children at both schools would continue to receive a broad and balanced curriculum, with the schools retaining their own individuality whilst working together creating a joint vision.

In addition, children would benefit from:

- sharing of best practice and quality learning experiences
- the continued provision of a local school, reflecting the particular needs of the local community.
- interaction (where needed) with larger peer groups.
- opportunities to share teaching expertise across the schools.
- a collaborative approach to new initiatives.
- increased opportunities for physical and cultural activities.
- a continued strong voice for parents in their individual schools and within the Federated Governing Body.

#### 10.0 How will the proposal affect staff?

The existing staffing structures for each school are outlined in Appendix 1. The proposed staffing structures for the Federation are outlined in Appendix 2 (The appointed Federated Governing Body & Headteacher will be responsible for choosing the final structure).

The new staffing structure will:

• provide a strong strategic leadership and management structure, allowing school-based leaders to focus on teaching and learning.

- raise standards of teaching and learning by sharing best practice across the two schools.
- provide opportunities to develop future leaders through peer mentoring within the Federation.
- provide a range of professional development opportunities for all staff across the Federation.
- provide new opportunities for staff to work together, increasing motivation and reducing workload and isolation through shared planning and activities.
- allow staff to share knowledge with colleagues from different schools with similar challenges.
- allow schools to benefit from improvements to the fabric of each site, consistent with already identified need.
- give staff the opportunity to be part of a forward thinking, innovative Federation, positively addressing the issues of primary education in a rural community.

#### 11.0 Composition of Federated Governing Body

What changes would occur to the Governing Body under Federation?

Following Federation there would be a single Governing Body and a set of Governing Body meetings. However, individual sub-committees with delegated powers would be agreed following Federation.

We propose a Federation Governing Body of 20 governors as detailed below.

Type of Governor	Elected/Nominated by	Number
Parent Governors	Two representatives elected from each school	2
Teacher & Staff Governors	Elected by teachers & staff	4
Local Authority	Nominated by the Governing Body	2
Community Governors		0
Foundation Governors (Voluntary Aided)	Nominated on behalf of the Diocese of St Asaph / mission area Representative of the Kenyon Family Ex- officio **	9

Community Council Governors	One nominated by Maelor South Community Council One nominated by Bronington Community Council	2
Head teacher	Ex-officio**	1
Clerk to the Federated Governing Body	Non-voting	1

- \*\* Ex-officio members' tenure is by virtue of their office
- \*\* Ex- officio members' representative is as per the trustee agreement.

The Chair and Vice Chair of the Governing Body will be elected on an annual basis.

The Governing Body will be responsible for issues of governance in relation to the Federation, including determining the Federation's strategic direction, policy, and finance.

The Headteacher and staff will remain responsible for the day-to-day management and running of the schools' operational matters.

The sub-committees will be formed as required under regulation and set out in the Framework of Responsibilities.

The Federation arrangements will be reviewed in two years' time.

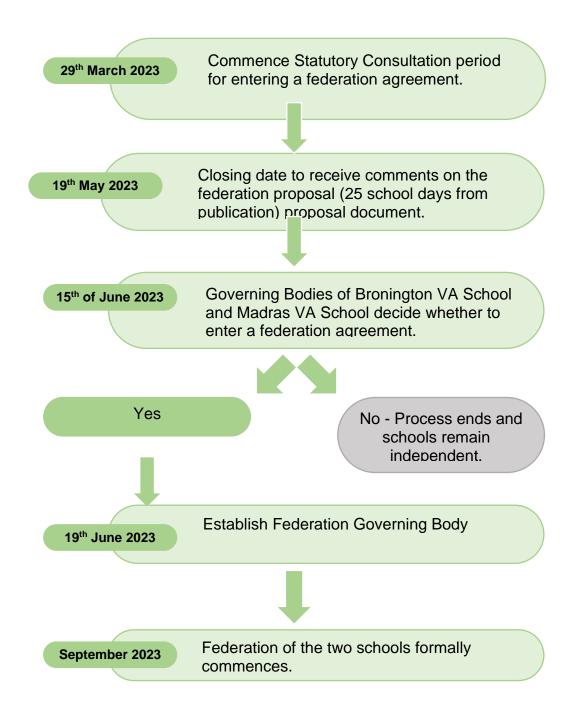
#### 12.0 Structure of Federated Leadership and Staffing

Staff currently working in each school (subject to normal turnover) will remain employed at the same site. The new Federation Governing Body will appoint a single Headteacher to lead the Federation. The Headteacher will provide operational leadership and work closely with the Governing Body to provide the strategic direction for the Federation.

The Federated Governing Body and appointed Headteacher will be responsible for confirming the staffing structure when federated.

#### 13.0 The Consultation Process and Timetable

This Federation proposal has been worked upon by a sub-group comprising representation from the two schools and agreed by the Governing Body of each school. The composition and objectives of this group are set out in Appendix 3.



#### 14.0 How to respond.

We would welcome your views on this proposal and ask that you please complete the form found on page 25 Appendix 4 in this document.

In considering your response we would urge you to think carefully about both the broader principles employed and the detail proposed.

Any responses should be addressed 'For the Attention of the Chair of Governors' and sent to your local school (see addresses below)

John Griffiths
Chair of Governors
Madras VA School
Overton Road
Penley
Wrexham
LL13 OLU

Tel: 01978 710419

Email: mailbox@madras-pri.wrexham.sch.uk

Kevin Weston
Chair of Governors
Bronington VA CIW School
School Lane
Bronington
Whitchurch
Shropshire
SY15 3HN

Tel: 01948 780283

Email: mailbox@bronington-pri.wrexham.sch.uk

Responses should be received by the 12 noon on the 19<sup>th</sup> of May 2023.

Alternatively, you may respond electronically by email, ensuring the words 'Federation Consultation Response' is clearly stated in the subject line.

If you have any questions about the implications of this proposal, you are warmly invited to attend one of the consultation drop in sessions details of these can be found on page of this document.

#### 15.0 What Happens Next?

29<sup>th</sup> of March 2023 Start of Formal Consultation

A short presentation with the opportunity to discuss and ask questions of Governors, members of the local Authority and Diocese have been arranged for parents/ careers, staff and all stakeholders on the following dates.

24<sup>th</sup> of April 2023 @ 2.00pm at the Bronington School.

24<sup>th</sup> of April 2023 @ 4.00pm at the Bronington School for all staff.

26<sup>th</sup> of April 2023 @ 2.00pm at the Madras School.

26<sup>th</sup> of April 2023 @ 4.00pm at the Madras School for all staff.

4<sup>th</sup> of May 2023 @ 6.00pm at the Madras School.

11<sup>th</sup> of May 2023 @ 6.30pm at the Bronington School.

8<sup>th</sup> of June 2023: Working group meeting to discuss responses and agree recommendations to the full governing bodies.

15<sup>th</sup> of June 2023: Each individual Governing Body to meet to make the final decision on whether they wish to proceed with the proposal.

Chair of Bronington and Madras Governors inform stakeholders of the decision.

If it is agreed to proceed to Federation the timetable will be as follows

#### 19th of June 2023 onwards

- Governors liaise with Wrexham County Borough Council and the Diocese over the new Instrument of Government and election and appointment of the federation governing body.
- 2. Senior Leadership roles are formalised.
- Governor working group is established to assist with interim arrangements, ensure the new Federation is established, and provide continuity across the federated schools.

September 2023 Implementation of Federation

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#### **Existing Structures**

#### Appendix 1.

#### **Bronington - Teaching Staff**

Associate Head Teacher Wednesday Thursday Friday			
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Key Stage 2	<u>Teacher Full Time</u>		<u>Foundation Phase</u>
Class Two	Class Three		Class one
Year 2/ 3	Year 4,5,6		NQT Teacher – Fulltime
Fulltime teacher	Part time teacher Teacher 0.8 teaching commitment of 0.5 plus TLR for Teacher in charge / ALNco		Nursery (am only) Reception Year One
	Supply Teacher 0.5		

#### **Support Staff**

TA - KS2
Curriculum Support: 27.5hrs @
Level 1 split class one / two

ALN Support 1:1 24.5
hours @ level 1 in class three

Caretaker 12.5 Hours Cleaner x 2 10 Hours TA Foundation Phase
Curriculum support: 15 hrs @
Level 1

ELSA support 2 hrs level 1

MDSA x 2 5 Hours Administration 27.5 hours Level 2

#### Penley, Madras V.A. Primary School - Teaching Staff

Head Teacher
0.1 Teaching Commitment
0.9 Management Commitment
Child Protection & ALNco

## Deputy Headteacher Full-Time

<u>KS2</u>		
<u>Year 3 &amp; 4</u> 0.6 Teacher & 0.4 Teacher	Year 5 & 6 Full-Time Deputy Head 0.1 Release time for management	

Foundation Phase			
Reception Year 1 & 2			
Nursery	<u>&amp; Year 1</u>	0.8 Teacher	
0.5	Full-Time		
Teacher	Teacher	0.1	
(Mornings		Headteacher	
only)			
		0.1 PPA HLTA	

#### **Support Staff**

TA KS2		
<u>Year 3 &amp; 4</u>	<u>Year 5 &amp; 6</u>	
16.5 hrs TA	15 hrs 1:1	
Curriculum 10 hrs 1:1		
Support	18.5hrs TA	
	Curriculum	
3.25hrs PPA	Support	

TA Foundation Phase		
Nursery	Reception & Year 1	Year 1 & 2
None this year due to numbers, usually one mornings only.	3 Part-time TAs totalling 2 Full-Time TAs	2 Part-time TAs totalling 1 Full-time TA

Learning Mentor x 2 afternoons PPA Cover x 2 afternoons.

Caretakers 8.75hrs Cleaners x 2 10 Hours

MDSA x 3 5 Hours Administration 35 Hours Level 3

Catering Staff

Cook in Charge
22.50

Assistant Cook
18.75

Appendix 2.

#### Federation - STAFFING STRUCTURE PROPOSED 1

#### **Madras Proposed Staffing Structure:**

Head Teacher
Management Commitment
0.5

Deputy Headteacher
0.4 Release time for
management

**ALNCo SEN** 

0.1 ALNCo release time

<u>KS2</u>		
Year 3 & 4 0.6 Teacher & 0.4 Teacher	Year 5 & 6 Deputy Head 0.6	
3.25 hrs PPA	0.4 Release time for management	

Foundation Phase			
Nursery	Reception	Year 1 & 2	
0.5	<u>&amp; Year 1</u>	0.9 Teacher	
Teacher	Full-Time		
(Mornings	Teacher	0.1 ALNCo	
only)		release time	
		0.1 PPA HLTA	

#### **Support Staff**

TA KS2		
<u>Year 3 &amp; 4</u>	<u>Year 5 &amp; 6</u>	
16.5 hrs TA	10 hrs 1:1	
Curriculum	18.5hrs TA	
Support	Curriculum	
	Support	

TA Foundation Phase		
Nursery	Reception	Year 1 & 2
	<u>&amp; Year 1</u>	
1 TA 15	3 Part-time	2 Part-time
hours	TAs	TAs totalling 1
	totalling 2	Full-time TA
	Full-Time	
	TAs	

#### Learning Mentor x 2 afternoons PPA Cover x 2 afternoons.

Caretakers 8.75hrs Cleaners x 2 10 Hours

MDSA x 3 5 Hours Administration 35 Hours Level 3

Catering Staff

Cook in Charge
22.50

Assistant Cook 18.75

#### Appendix 2.

Level 2

#### Federation - STAFFING STRUCTURE PROPOSED

#### **Bronington - Proposed Staffing Structure**;

Head Teacher Management 0.5			
	in charge 0.4 e for management.		
Key Stage: 2	x Teacher Full Time		<u>Foundation Phase</u>
Class Two	Class Three		Class one
Year 2/ 3	Year 4,5,6		Teacher – Fulltime
Fulltime	Part time teacher		Nursery (am only)
teacher	Teacher 0.8		Reception Year One
	teaching		·
	commitment		
	of 0.5 plus TLR for		
	Teacher in charge		
	/ ALNco		
	Supply Teacher 0.5		

#### **Support Staff**

TA - KS2 Curriculum Support: 27.5hrs @ Level 1 split class one / two		TA Foundation Curriculum su 1	n Phase pport: 15 hrs @ Level
ALN Support 1:1 hours @ level 1 in c	24.5 class three	ELSA support 2	2 hrs level 1
Caretaker 12.5 Hours	Cleaner x 2 10 Hours	MDSA x 2 5 Hours	Administration 27.5 hours

#### Before and After School Provision is provided by:

- Bronington School = Bronington Schools Children's Club.
  - Madras School = Penley Children's Club

#### <u>Appendix 3 Terms of Reference – Federation sub-group</u>

### Joint working group to establish options for the future provision of schooling between Madras VA and Bronington XA CIW Schools

#### Terms of Reference – November 2022

#### 1.0 Background

Bronington VA CIW School through the County and Diocese have approached the Madras VA School to consider the possibility of forming a federation between the two schools.

The two schools adopted a set of principles that remain fundamental to this process:

- The future provision of primary education within the above schools is the responsibility of the two schools. Where possible the two schools will act as a unified whole, without reducing the capacity for each individual school to maintain its own voice and determine its own future.
- The two schools recognise that a robust structure is required to meet the challenges ahead resulting in the rise and fall in school numbers and that the rural school structure is fully supported and maintained.
- The two schools recognise the fundamental importance of primary schools within rural communities for the essential services and added value they provide beyond the provision of education.

The principal driver behind this consultation is to support Bronington School through a time of change. Ensure that the rural school structure is fully supported and maintained.

In working up options account will be taken of sustainability in its broadest sense and the maintenance and improvement of already high educational standard.

#### 2.0 Purpose

To ensure the longevity of each school within its community and further enhance the high educational and pastoral standards provided by each school.

To uphold the principles agreed between the two schools in the early stages of consultation outlined above.

#### 3.0 Values and Principles

**Openness** - Transparency and Honesty.

**Respect** - Recognition of the value that each partner brings to the table.

**Equality -** Between partners and across schools.

Flexibility - Willingness and ability to understand others' perspectives.

Partnership - Members will co-operate between each other and provide support.

**Confidentiality** - Members will treat information discussed and treat with confidence.

**Non-discriminatory** - Members treat each other fairly, with dignity and respect and do not discriminate on grounds of age, gender, disability, race, sexual orientation or religion and belief.

#### 4.0 Roles and Responsibilities

The Chair of Governors for the Madras School has been appointed as Chair of Federation Group.

#### Membership of the group has been agreed as follows:

Madras School		<b>Bronington School</b>	
John Griffiths	Foundation Governor	Kevin Weston	Foundation Governor
Tina Beckett	Foundation Governor	Vanessa Brodie	Local Authority Governor
David Humphries	Parent Foundation Governor	Hannah Mullaney	Foundation Governor
Sarah Aza	Parent Governor	Steve Swinden	Community Governor
Katie Macey	Headteacher	Paul Whittaker	Foundation Governor
		Austin Bowers	Acting Headteacher
Jane Williams			
Senior Governor Supp	oort Advisor – Clerk		

#### **Frequency and Location of Meetings**

The meetings will be held **as required** at a frequency required by the working group to undertake the work required.

#### 5.0 Objectives

- 1. To affirm the three principles referred to above and agree them, with any additions, as underpinning principles that act as the foundations for future work across the two schools and LEA in relation to this project.
- 2. To develop an options report with all options subject to sustainability and educational standards appraisals.
- 3. To agree on a model option with a business plan to include working budgets, structure etc.
- 4. To agree a timetable for action (including full and proper consultation with parents, staff, and the LEA).
- 5. To update the proposal in light of consultation responses.
- 6. To agree an implementation plan with parents, teachers, governors, and LEA

#### 6.0 Scope

This is a discrete project with a set timetable designed to address the need to resolve the issue of primary education provision between two schools, proposals will consider the principles outlined in the WG documents:

Guidance on the Federation process of maintained schools - May 2012 http://wales.gov.uk/docs/dcells/publications/120501federationprocessen.pdf

Welsh Government Consultation Document Proposals to introduce regulations to give Welsh local authorities the power to establish Federations of maintained schools in Wales – January 2013 <a href="http://wales.gov.uk/docs/dcells/consultation/130111federationsmainen.pdf">http://wales.gov.uk/docs/dcells/consultation/130111federationsmainen.pdf</a>

#### \*\*\*\* If you require a paper copy, please contact your school

This working group is mindful of the opportunity to replicate good practice across Wales, particular in areas with similar issues, and therefore seeks to document each step of the process in a clear and concise way.

Additionally, this group will seek to ensure that parents, teachers, the full governing bodies of each school and the LEA are engaged in this project from the outset.

#### 7.0 Resources

This project will primarily consist of a desktop study with options initially proofed by the teaching staff of each school. Governors will work in a voluntary capacity. Time spent will be documented. At present there is no requirement for additional resources other than those associated with teaching staff attendance at meetings and teaching time employed for research. The LEA are at liberty to allocate additional resources if they, along with the working group, deem this necessary.

#### 8.0 Membership

Membership of this working group will primarily comprise Governors and teachers of the two schools, with additional members co-opted on the basis of interest and / or experience. These co-optees are not required to be Governors of any school.

Membership can be supplemented with representatives of other relevant organisations on an ad hoc basis as required.

#### 9.0 Reporting Structure

The two schools Governing Body representatives will take responsibility for reporting the information discussed and agreed by the working to their respective full Governing Bodies.

**10.0** The working group aim to consult with WCBC and the Diocese on their preferred option by the 12<sup>th</sup> of June 2023.

#### Response Form

#### Proposal to Federate Bronington and Madras Primary Schools

Please note that we will make any comments that you make publicly available as part of the subsequent report. You are not asked to provide your personal details. All the information you provide will be handled in accordance with the Data Protection Act 2018. Please provide your comments on the proposal to federate Bronington and the Madras Primary schools:

	ay wish to indicate which of	f the following most accurately refle	cts you
views: I do not strongly feel	one way or the other.		
I support the propos	sal.		
I do not support the	proposal.		
Print Name:			
Category of respond	ent (e.g. parent)		 
Postcode:	E-mail:		

Once completed, please return to:

The Chair of Governors at Bronington or Madras Schools. Address and e mail information can be found on page 25 Appendix 4.

When e mailing your response please clearly add; 'Federation Consultation Response' in the subject box.

The closing date for responses is the 12 noon on the 19<sup>th</sup> of May 2023.