

The Orchard Lea Federation Consultation Document



September 2020

Our vision for the federation is two distinct schools, each with their own unique character, working together to ensure the best possible outcomes for all of our pupils and the community.

Introduction

The Governing Bodies of Orchard Lea Infant School and Orchard Lea Junior School have been working closely together to make secure plans for the future and provide the best education for all of our children, and as a result are proposing that they work in close partnership and become a formal federation, with a single Governing Body and an Executive Head Teacher. This will be named 'The Orchard Lea Federation'. The proposed date for the federation to commence is 18th December. This opportunity has come about following the departure of the Head Teacher of Orchard Lea Infant School resulting in a vacancy, which is currently being covered through the existing leadership team. This proposed federation of schools is a two-way process, where each school can learn from each other and the shared experiences and teamwork will result in continuity, shared leadership and excellent opportunities for the infant school and junior school to grow together and better serve our local community.

This legal consultation process has been designed to help us find out what you think about the proposal; we would like to hear your views. The outcome of this consultation will be reported to both governing bodies the week commencing Monday 9th November. The governors of both Orchard Lea Infant School and Orchard Lea Junior School will then make a decision as to whether or not to federate the schools. We will communicate this decision to you within seven days of this date.

What does it mean to federate?

Governors of both schools wish to make it clear that this is not a proposal to create one school or close either site. Each school will keep its own unique characteristics and ethos but will be led by one Executive head and leadership teams, overseen by a single governing body.

A federation is a formal arrangement where schools come together to share a single governing body. The schools retain their separate legal status and have their own budgets, individual admissions, performance tables and Ofsted inspections. However, the evidence from the governors' research shows that federated schools with a single governing body can be more effective. As governors, we believe we will be better able to support an Executive Head Teacher (a head teacher who has responsibility for more than one school), to:

- strengthen transition between schools
- provide strong leadership



- ensure high standards of teaching and learning
- manage resources
- ensure children continue to enjoy learning and achievement in education.
- raise standards

What would federation mean for children?

- A consistent approach to high quality teaching and learning for all pupils as best practice is shared between the two schools;
- A consistent approach to high expectations of behaviour, both in and out of the classroom;
- More opportunities to share and manage expertise and facilities effectively thereby enriching the children's learning experience;
- The opportunity for combined community activities - for example, fêtes, sports days, musical activities etc.
- Ease of transition from Year 2 to Year 3;

What would federation mean for parents?

Through the federation, you can have the reassurance that your child will benefit from the shared advantages of:

- One Head Teacher for pupils;
- A common approach to teaching and learning throughout both schools;
- A shared vision and ethos, with common approaches;
- Consistency of communication and policies;
- Increased opportunities for shared activities, including Inset days;
- Extensive knowledge of the children and families to ensure further developed pastoral care;

What would federation mean for staff?

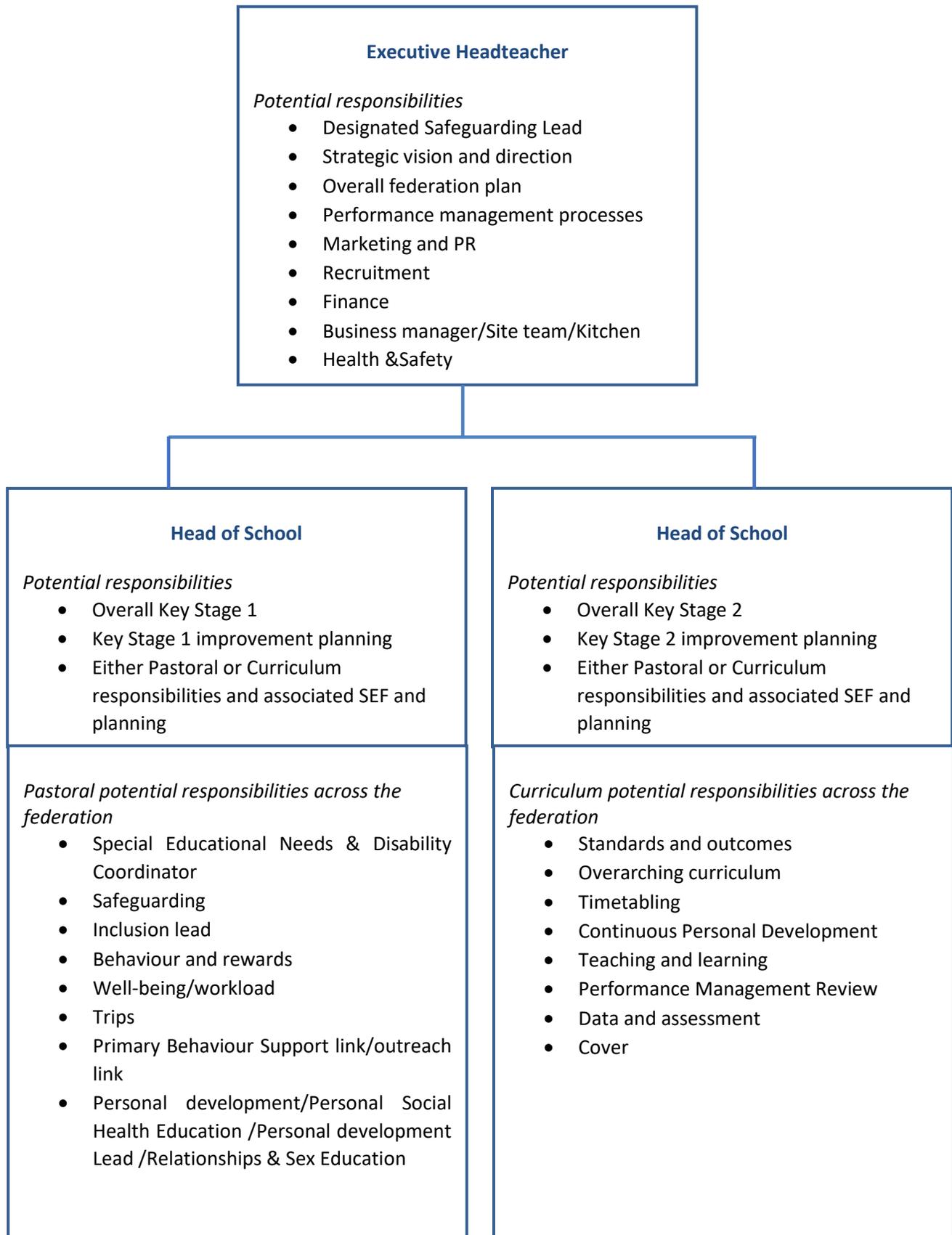
- The proposal is for shared leadership between the two schools: this will mean one Executive Head Teacher;
- As well as an Executive Head Teacher, it is proposed that there will be two Heads of School employed by the Federation who will undertake work in both schools (see staffing proposal) in order to help create plans and systems to drive the strategic vision of the partnership forward, as well as having the expertise of a Key Stage;
- Staff will continue to be employed on the same conditions of service;
- Stronger collaboration and the size of the combined schools will allow for increased opportunities for continuing professional development and career development;
- The combined size of the schools will enable the proposed federation to continue to attract and retain high quality staff;
- A common approach to teaching and learning, along with a single system of target setting, assessment, moderating teaching and learning, and tracking pupil progress;
- Development of continuity and quality by identifying best practice from both schools and applying it across the federation.

What would federation mean for our local community?

- Two schools, under one leadership, will draw wider and improved community links, which would be strengthened by joint community partnerships and events;
- Opportunities for the local community to become more involved in the work of the Federation would be enhanced, both during and after school;
- Other service providers, in the positive support of children and families, will be used more effectively in the roles they perform within the schools;
- A commitment to a stable, yet flexible, primary provision in the immediate local area.
- Hampshire County Council remains the admissions authority

Staffing Proposal

This structure will allow the ethos of each school to remain in place whilst building upon the strengths of each school and sharing best practice across the federation.



The New Governing Body Under the proposal

The two separate school Governing Bodies will be disbanded and replaced by a single, newly-appointed Governing Body with responsibility for both schools within the federation. The new federated Governing Body of 14 members will become effective from 18th December 2020 comprising:

Type	Number
Executive Head teacher	1
Local Authority Governor	1
Parent Governors	2
Staff Governors	1
Co-opted Governors	9

The members of the Governing Body will be appointed with due regard to their skills (per current regulations). Staff and parent governors will be elected by the staff and parents, respectively, of each school.

Consultation Period Timetable

This consultation starts on Monday 21st September and ends at 12.00 noon on Monday 9th November
Open sessions for parents, staff and others with an interest or stake-holding in the school will be held at:

- Tuesday 29th September: 9–10 am, led by a Junior School governor
- Tuesday 29th September: 6–7 pm, led by an Infant School governor
- Wednesday 4th November: 9–10 am, led by an Infant School governor
- Wednesday 4th November: 6–7 pm, led by a Junior School governor

These will be informal sessions where people can speak to school governors, look at the information about the proposed federation, make comments and fill out the Federation Response Forms. Anyone is welcome to attend any session. *Because of social distancing rules, these sessions will be held virtually via video conference. Details for joining will be published on the school websites (see below, under ‘What happens next?’) and by e-mail.*

How can my views be heard?

Your views are important to us. Please complete the online response form (<https://forms.gle/SkoFAaRaejuDjEQB9>), or fill out the attached response form and return it to either school office **by Monday, 9th November 2020**. You may submit a comment at any point in the consultation process. You can also submit any comment via either school email:

adminoffice@orchardlea-inf.hants.sch.uk

adminoffice@orchardlea-jun.hants.sch.uk

What happens next?

At the end of the consultation process we will:

- Meet as governing bodies to jointly consider the response, before meeting separately to decide whether or not to proceed with forming a federation.
- We will then write to all parents/carers/stakeholders and staff members to inform them of the outcome.

Please also refer to the Frequently Asked Questions accompanying this document for more information. This proposal, our Frequently Asked Questions (FAQs) and a guide to federations from the National Governors Association available from both schools’ websites at: <http://www.orchardleainfants.co.uk/> or <https://www.orchardlea-jun.hants.sch.uk/>

Additional paper copies of these are also available from both school offices.

Final Notification

Upon completion of the consultation period, the two Governing Bodies will meet to discuss the feedback and to take final votes on whether to proceed with the federation. The final decision will be communicated to all parents, staff, pupils and stakeholders by 11th November. This decision will affect us all, so please do be part of the process and have your voice heard.

We thank you for taking the time to read this document. We hope that you found it informative. If you need any more information, please visit us at one of the consultation events.

Governing Body

Orchard Lea Infant school

Governing Body

Orchard Lea Junior School

