

This document has been produced by Trust Norfolk-SEN to explain the prescribed alteration being proposed for the schools named below to convert their status to *Foundation Schools without Foundation*.

If you are reading this electronically, you can request a hard copy of any of the schools named below or via contact the Trust Secretary via 01263 820520 / [consultation@trustnorfolk-sen.co.uk](mailto:consultation@trustnorfolk-sen.co.uk)

- **Chapel Green School**, Attleborough Road, Old Buckenham, Norfolk, NR17 1RF (87 pupils)
- **Hall School**, St Faith's Road, Norwich, Norfolk, NR6 7AD (82 pupils)
- **Harford Manor School**, 43 Ipswich Road, Norwich, Norfolk, NR2 2LN (85 pupils)
- **Sheringham Woodfields School**, Holt Road, Sheringham, Norfolk, NR26 8ND (111 pupils)
- **Sidestrand Hall School**, Cromer Road, Sidestrand, Norfolk, NR27 0NH (179 pupils)
- **The Clare School**, South Park Avenue, Norwich, Norfolk, NR4 7AU (100 pupils)

The Governing Body of the school will implement this proposal.

All schools are located within Norfolk and therefore are supported and funded via Norfolk County Council.

### **The proposal in more detail:**

Our current Trust arrangement that has been in place since October 2013 and has been successful, ensuring that children attending the named schools above receive the very best possible teaching and educational opportunities.

However, due to changes within the Education Sector and the Academisation programme, the Trust is shrinking with further schools likely to leave in the near future. Originally the Trust was formed of 9 internal partners; we now only have 6.

The Governing Boards of each of the above named schools and their Leadership Teams believe that dissolving Trust Norfolk-SEN at this stage is the correct way to tackle the increasing pressure on school budgets.

By converting each named school to a Foundation School without Foundation will allow each school to continue to deliver the same high level of education without the burden of contributing to the running costs of Trust Norfolk-SEN. There will be **no** changes to admissions, staffing or local management/staffing structures.

Each school plans to leave Trust Norfolk-SEN at the same time therefore not leaving any school behind. All outstanding legal works still being undertaken by Trust Norfolk-SEN would be completed before assets transfer to the respective school governing bodies.

We wish to stress that that dissolving Trust Norfolk-SEN and moving to Foundation Schools without Foundation is considered by all involved to be the best way forward to securing the future of each school – this is not a bid to merge or amalgamate the schools or to form a mutli-academy trust. Each school will continue to maintain their individual identities, budgets and staffing – as they have up to now. Advice has been sought from the Local Authority and Department of Education in compiling this documentation.

### **What does a Foundation School without Foundation mean:**

In practical day to day terms nothing in connection with how the school will run will change. Funding, Admissions, Budget setting, Governance and management of the school remain unchanged. Each school will remain legally separate whilst retaining their individual characteristics and ethos.

A Foundation School without Foundation is a school that does not belong to a Trust (the overarching organisation). Therefore the Governing Boards at each school listed above will have responsibility for their own school (building, land, staffing, budget etc).

**Admissions:**

There will be no change in the current admissions arrangements for any schools converting (those listed in Appendix One).

**Staffing:**

The conversion will not imply any change to any school converting in terms of current staffing arrangements, pay structures, years of service or contracts.

Each Governing Body will remain in charge of their employees.

**Benefits and objectives of the proposal:**

We believe that the move to Foundation Schools without Foundation will meet the following objectives and benefits:

1. No requirement to use school budget share to support the legal, accountancy and administrative costs linked to running a large Trust (Trust Norfolk-SEN).
2. Reduction in the number of meetings key personnel within schools need to attend each and every term, allowing them to dedicate more time to the needs of the school they serve.
3. Informal partnerships already mentioned (Head Teacher Associations, Sporting events) will still be able to continue due to work undertaken by Trust Norfolk-SEN.
4. Structured collaboration in connection with Assessment and Moderation will be able to continue.
5. Those schools within the Trust will not have additional financial burdens put upon them as when schools leave to join/form Multi Academy Trusts.
6. Each Governing Body would oversee just its own schools Assets and would not be required to get involved, or concerned with, the Assets of other Complex Needs Schools.
7. Governing Bodies will be able to respond quicker to requests to build/develop their school premises as approval from Trust Norfolk-SEN would not be required.

**The effect on other educational institutions within the area:**

All schools involved in this consultation are already operational. We do not expect there to be any effects on other educational institutions within each schools local area.

**Project costs and indication of how these will be met:**

The cost of dissolving Trust Norfolk-SEN and moving each school to a Foundation School without Foundation will not incur any additional costs to the named schools as set out on Page 1. All costs associated will be picked up by Trust Norfolk-SEN using funds held within their accounts.

Once the change has taken place, there should be no additional/new costs to each of the individual schools. In reality they should actually see a saving as they will not be paying money into Trust Norfolk-SEN.

**Implementation plan:**

Following this final round of consultation and public notification, the Trust hopes to be in a position to dissolve on 1<sup>st</sup> April 2019. The Trust has agreed to only dissolve once the on-going land and asset issues linked to each named school have been resolved. This therefore could delay the implementation date.

**How to respond to this public notice:**

Trust Norfolk-SEN undertook an informal consultation which has helped inform this process. Should you wish to respond/make comment, please complete the form located in **Appendix 1** and forward to the Company Secretary via:

Trust Norfolk-SEN  
C/O Sheringham Woodfields School  
Holt Road  
Sheringham  
NR26 8ND

Responses need to be returned by 9am on 25<sup>th</sup> March 2019. Responses **must** be fully completed. Anonymous responses will not be considered.

Please note this public notice is promoting the same idea of that consulted in the first round of consultation. Therefore if you responded to the first round and have not changed your view point please don't feel that you must respond again.

**Further information:**

Trust Norfolk-SEN have already produced a Consultation document which can be requested from the Company Secretary via 01263 820520 / [consultation@trustnorfolk-sen.co.uk](mailto:consultation@trustnorfolk-sen.co.uk) should you require more background information.

**Appendix 2** provides a summary of the consultation responses received during the first round of consultation.

**Appendix 3** provides a copy of the official public notice inserted into the Eastern Daily Press on Monday 25<sup>th</sup> February 2019.

**Appendix 4** contains contact details for each Trust Norfolk-SEN School involved in this public notice.

**Appendix 1 - What do you think?**

Please complete the response form below and return it by 9am on 25<sup>th</sup> March 2019 to:

Matthew Smith (Trust Secretary), C/O Sheringham Woodfields School, Holt Road, Sheringham, Norfolk, NR26 8ND or via email [consultation@trustnorfolk-sen.co.uk](mailto:consultation@trustnorfolk-sen.co.uk)

Remember, all responses should be signed (anonymous responses will not be considered) and will remain confidential to the Trust Secretary who will report back to schools accordingly.

**Do you support the proposal to dissolve Trust Norfolk-SEN and convert each named school to a Foundation School without Foundation?**

YES                       NO

**Comments:**

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**Name:** .....

**Address:** .....

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**Postcode:** .....

**Signature:** .....

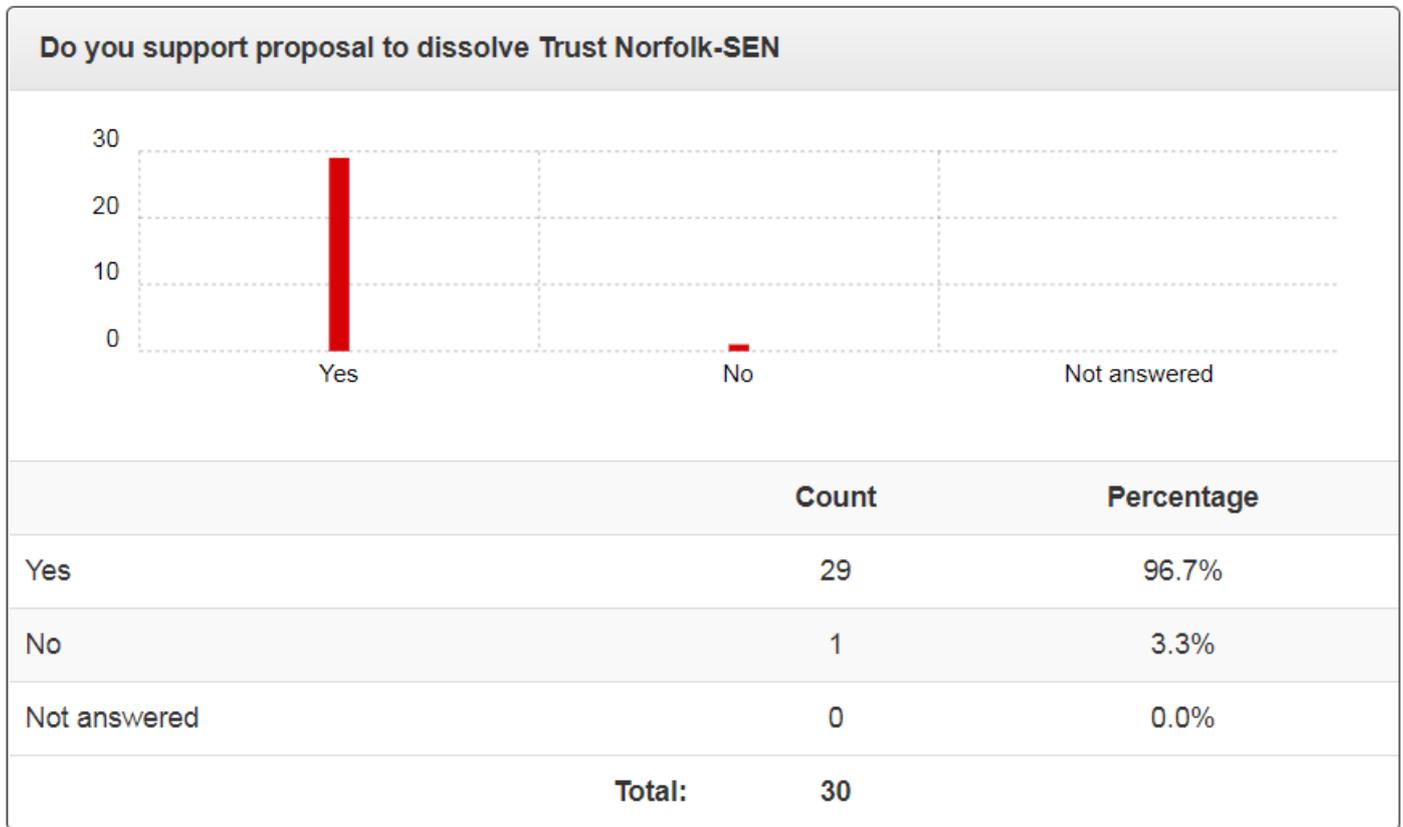
**Which school do you represent:** .....

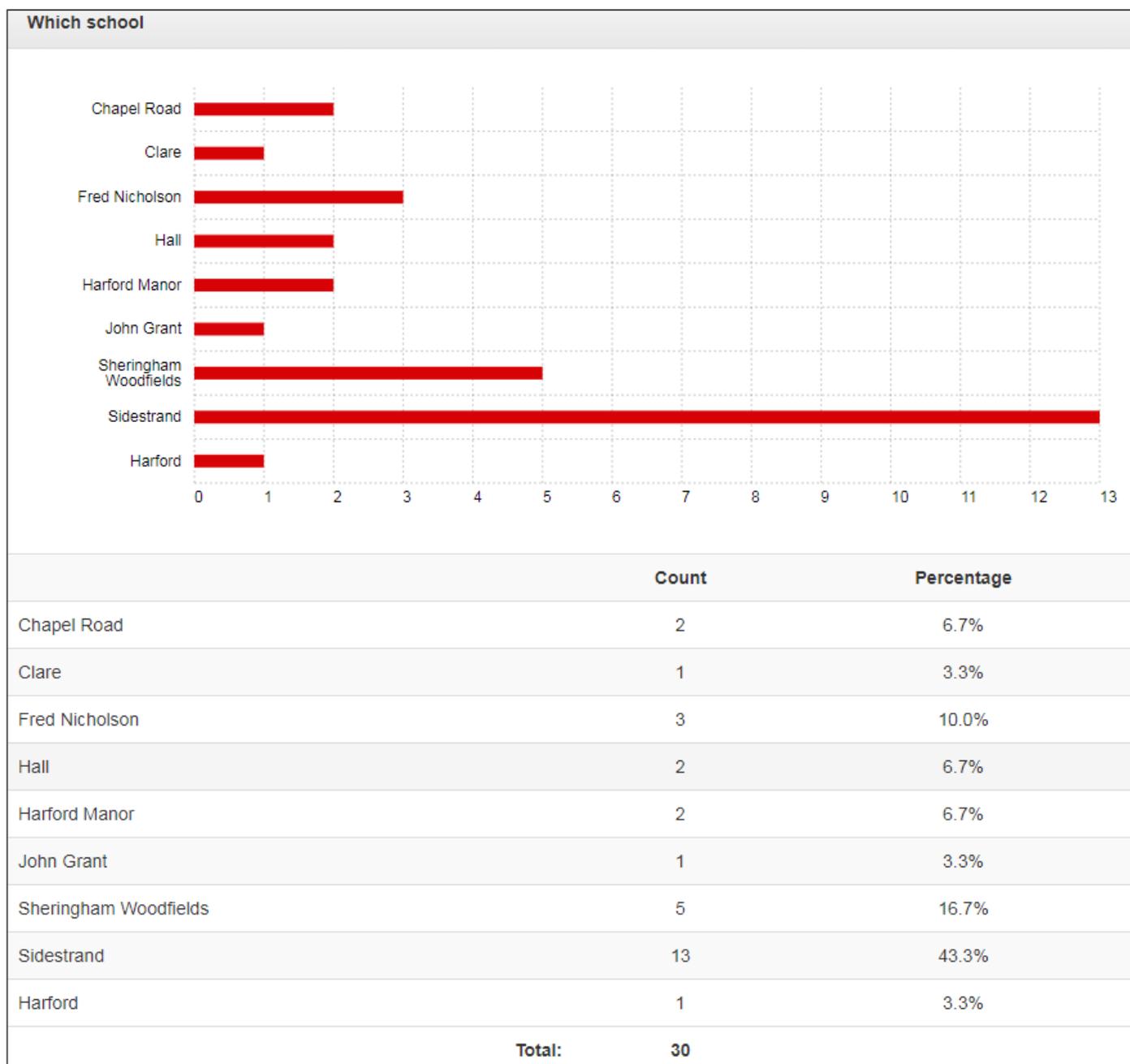
Which of the following most appropriately represents your interest in the above school:

<input type="checkbox"/>	<b>Parent / Carer</b>	<input type="checkbox"/>	<b>Member of Staff</b>
<input type="checkbox"/>	<b>Local Resident</b>	<input type="checkbox"/>	<b>Parent/Carer of a child at another school</b>
<input type="checkbox"/>	<b>Other (please detail):</b> .....		

## Appendix 2 –Feedback from round 1 of Consultation

Below are the responses received from the first round of consultation which ran between 1<sup>st</sup> October 2018 and 26<sup>th</sup> November 2018.





**Further comments provided within consultation responses:**

- As the school can use its own money to support each child and use school budget when are where needed we support
- It appears to be the logical next step, both practically and emotionally
- Would seem to be the next logical step in the ever evolving education arena
- As long as pupils and staff provision are not affected in any way, then this would seem to be a good way forward financially.
- I support the proposal to protect my child's school and other included in the consultation. Whilst improving their education and budgeting pressures. I believe this is the best way forward for all the school listed.
- We are confident that the team of staff and governors at SWS will continue to provide the best possible service for the staff, students and others involved with the establishment without Trust Norfolk-SEN
- Sad to see this but feel it's best for all schools involved due to costs

**Appendix 3 –Public Notice as displayed in the Eastern Daily Press – 25<sup>th</sup> February 2019****PUBLIC NOTICE****School Organisation****Proposal to change the registered status of the following schools Sheringham to Foundation Schools without Foundation.**

Notice is given in accordance with section 23(A) of the School Standards & Framework Act, 1998, that the Governing Bodies of the schools named below intend to make a prescribed alteration to the status of the school to change the registered status from a Trust to a Foundation School without Foundation, from 1<sup>st</sup> April 2019 subject to all asset issues having been resolved for all Trust Norfolk-SEN schools.

The schools are currently part of Trust Norfolk-SEN which will cease to exist after 31<sup>st</sup> March 2019 (subject to all asset issues having been resolved for all Trust Norfolk-SEN schools).

The schools included within this public notice:

- **Chapel Green School**, Attleborough Road, Old Buckenham, Norfolk, NR17 1RF (87 pupils on roll, growing to 110 pupils)
- **Hall School**, St Faith's Road, Norwich, Norfolk, NR6 7AD (82 pupils)
- **Harford Manor School**, 43 Ipswich Road, Norwich, Norfolk, NR2 2LN (85 pupils)
- **Sheringham Woodfields School**, Holt Road, Sheringham, Norfolk, NR26 8ND (111 pupils)
- **Sidestrand Hall School**, Cromer Road, Sidestrand, Norfolk, NR27 0NH (179 pupils)
- **The Clare School**, South Park Avenue, Norwich, Norfolk, NR4 7AU (100 pupils)

The Governing Body of the school will implement this proposal.

This proposal will not affect the running of the school, nor will it affect admissions, staffing or how the school is funded. The current capacity of each school will remain the same (as detailed above).

The proposal will not have any additional impact to the current volume of traffic or transport costs.

All statutory consultation requirements relating to this proposal have been complied with.

This Notice is an extract from the complete proposal. Copies of the complete proposal can be obtained from the school office. It is also available on the website at [www.trustnorfolk-sen.co.uk](http://www.trustnorfolk-sen.co.uk).

Within four weeks from the date of publication of this proposal (25<sup>th</sup> February 2019), any person may object to or make comments on the proposal by sending them to The Company Secretary, C/o Sheringham Woodfields School, Holt Road, Sheringham, Norfolk, NR26 8ND or by email to: [consultation@trustnorfolk-sen.co.uk](mailto:consultation@trustnorfolk-sen.co.uk)

Appendix 4 – Contact details for each school



**CHAPEL GREEN SCHOOL**

[www.chapelgreenschool.org.uk](http://www.chapelgreenschool.org.uk)

Address Details: Attleborough Road, Old Buckenham, Norfolk, NR17 1RH

Phone: 01953 453116



**THE CLARE SCHOOL**

[www.clareschool.co.uk](http://www.clareschool.co.uk)

Address Details: South Park Avenue, Norwich, Norfolk, NR4 7AU

Phone: 01603 454199



**HALL SCHOOL**

[www.hallschoolnorfolk.co.uk](http://www.hallschoolnorfolk.co.uk)

Address Details: St Faiths Road, Norwich, Norfolk, NR6 7AD

Phone: 01603 466467



**HARFORD MANOR SCHOOL**

[www.harfordmanor.norfolk.sch.uk](http://www.harfordmanor.norfolk.sch.uk)

Address Details: 43 Ipswich Road, Norwich, Norfolk, NR2 2LN

Phone: 01603 451809



**SHERINGHAM WOODFIELDS SCHOOL**

[www.sheringhamwoodfields.norfolk.sch.uk](http://www.sheringhamwoodfields.norfolk.sch.uk)

Address Details: Holt Road, Sheringham, Norfolk, NR26 8ND

Phone: 01263 820520



**SIDESTRAND HALL SCHOOL**

[www.sidestrandhall.norfolk.sch.uk](http://www.sidestrandhall.norfolk.sch.uk)

Address Details: Cromer Road, Sidestrand, Cromer, Norfolk, NR27 0NH

Phone: 01263 578144