

30th October 2018

Dear Parents and Carers,

The governing boards of Herstmonceux Church of England Primary School and All Saints' and St Richard's Church of England Primary School have initiated a proposal that would mean, if agreed, that there will be one governing board to oversee both of the schools.

We wanted to take this opportunity to explain our reasons behind this proposal, and offer you the chance to respond. Where two (or more) schools federate under one governing board, each individual school keeps its separate identity and individual budget. The schools do not amalgamate, but there are greater opportunities for pupils and for sharing and pooling resources, including staff.

We foresee great opportunities under this proposal for much more effective use of resources and for ensuring that the pupils of both schools have access to a wider and more flexible curriculum. Overall we believe that there are likely to be many benefits to the pupils of both establishments through a Federation arrangement.

The motto of our federation will be: "Stronger Together in Faith". Our vision is "Learning and growing through opportunity, openness and reflection". The schools will retain their own mottos which are for Herstmonceux "Learning, Loving, Caring" and for All Saints' and St Richard's "To Know, To Love and To Share". The schools have been working together in partnership since the beginning of the academic year 2017-18.

The aims of the federation are:

To secure and maintain strong strategic leadership and governance which will:

- Raise the standards of attainment and progress for all children and
- Maintain and develop the individual character, ethos and distinctiveness of each school and use our different qualities to enhance the experiences for the children, the curriculum and learning for the children in both the schools.

The benefits of the federation will include:

- Greater opportunities for staff to collaborate on work and training to improve standards of teaching and learning.
- Recruitment, retention of and experience for staff, as they be will part of a larger organisation
- Wider opportunities for enhancing the education of the pupils, e.g. such as joint school projects, educational visits, residential trips, sport and creative arts projects. Joint work has already taken place with children sharing opportunities for PE and outdoor learning.
- Pupils will be able to meet each other and work together as part of a larger group.
- Staff expertise in specialist areas will be enhanced as they will be able to work together and this will raise standards.
- The schools will be able to pool resources and use their budgets more effectively, for instance the schools can collaborate by undertaking staff training together thereby halving the cost.
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The intention is that the existing staffing arrangements at both schools will remain in place, with an Executive Headteacher and a Head of School in both schools. The new board will be able to make permanent appointments in place of acting and interim posts.

The membership and make-up of the single governing board includes representation for parents, foundation governors, a Local Authority appointed governor, and co-opted governors. Together this group of people will take overall responsibility for both schools.

The proposed size of the federated governing board would be 14 made up of

1 Executive Headteacher

2 Elected parent governors

1 Staff governor

1 Ex Officio the incumbent of the United Benefice of Heathfield or foundation governor appointed in his or her stead by the Archdeacon.

1 Ex Officio the incumbent of Herstmonceux parish or foundation governor appointed in his or her stead by the Archdeacon.

5 Foundation governors appointed by the Diocesan Board of Education

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All Saints' & St Richard's Church of England Primary School, School Hill, Old Heathfield, East Sussex,
TN21 9AE. Phone 01435 863466. Email: office@assr.e-sussex.sch.uk

1 Local Authority Governor

2 Co opted governors

In addition, the Heads of School will be Associate Members of the board.

The governing boards of the schools are proposing that the Federation start date would be 25th February 2019.

The admission authority would continue to be East Sussex Local Authority for Herstmonceux and The board of governors of the federation for All Saints' and St Richard's.

The Governors of Herstmonceux and All Saints' and St Richard's are required to set up a consultation process to seek the views of parents, staff, community, the local authority and other key partners such as the Diocesan Board of Education. The consultation process will last six weeks, starting from 29th October 2018 and this letter is the start of the process. Governors would like your views and invite you to any of the following meetings at any school. The Acting Executive Headteacher of both schools will be in attendance at the meetings on:

Herstmonceux

14th November at 6pm

15th November at 9 am

16th November at 2.30pm

All Saints' and St Richard's

13th November at 6pm

14th November at 9am

15th November at 2.30pm

Parents from each of the schools may attend meetings at the other school if this would be more convenient.

We will invite you to make your responses via a Survey monkey link which will be sent out to each family. You will be able to say whether you are in agreement with the proposal or not, and add in comments or explanations. If you wish to make your response on paper then this should be sent and addressed to 'The Chair of Governors' of

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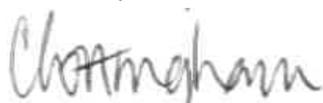
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your school and must be received by 4pm on Monday 14th January 2019. A copy of this letter is available on each school's website.

It is the Governors who will make the final decision, drawing upon a broad evidence base including the views of parents, the local authority and the Diocese. Each governing board from each school considering federation takes its own decision. As with most governing board decisions this is a simple majority vote taken at a quorate meeting of the governing board.

We look forward to hearing from you and will, of course, keep you fully informed regarding our final decision.

Yours sincerely



Catherine Cottingham

Acting Executive Headteacher of Herstmonceux Church of England Primary School and All Saints' and St Richard's Church of England Primary School.



Karen Bye

Chair of Governors of Herstmonceux Church of England Primary School



Emma Gower

Chair of Governors of All Saints' and St Richard's Church of England Primary School

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