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| **Diocese of Worcester Academisation Application Form** |
| **Application to the Diocesan Board of Education for a Church of England school wishing to become a Church of England Academy under the Academies Act 2010.** |
| **Prior to submitting this application, the school must consult with the Diocesan Director of Education and give due regard to the Diocese of Worcester Board of Education’s Academisation Strategy [Link].** |
| **1** | **Name of School** |  |
| **Status of School (VC/VA)** |  |
| **Age Range** |  | **PAN** |  |
| **Does the School have a nursery provision?** | **Y/N** | **NOR** |  |
| **Existing Federation (if applicable)** |  |
| **Name of MAT which the school would like to join** |  |
| **Names of other schools in this MAT** *(please state VC/VA status where appropriate)* |  |
|  | **Has the School given due regard to the Diocesan Strategy?** | **Y/N** |
|  | **Has the school board met with the DDE prior to this submission?** | **Y/N** | **Date of Meeting:** |
|  | **Has the appropriate Diocesan MAT been considered, and formal meetings held?** | **Y/N** | **Date of Meeting:** |
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| **2** | **Number on Roll** |
| **PAN** |
| Forward estimates indicate that numbers will **increase / fall** over the next 5 years**.** *Please give details:* |
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| **3** | **Location** |
| **Name of town/village:** |  |
| **Names of existing maintained schools in current cluster/pyramid:** |  |
| **Local Authority:** |  |
|  |
| **4** | **Feeder Schools (where appropriate):** |
|  |
| **5** | **Number of Staff** |
|  | **Full time equivalent teaching staff** | *[number]* |
|  | **Full time equivalent ancillary staff** | *[number]* |
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| **6a** | **Please outline the other Trusts that were considered as part of your decision making:**  |
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| **6b** | **Please outline what the Board sees as the benefits in becoming an Academy in the chosen trust over the other trusts considered:** |
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| **6c** | **Please give details of the due diligence that the school has undertaken on the chosen trust and on those trusts that were considered:** |
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| **6d** | **Has the School Board had sight of, considered and understood the chosen Trust’s Scheme of Delegation?** |
| **Y/N** |
| **6e** | **Has the School Board had sight of, considered and understood the Trust’s Financial Statement (Audited accounts)?** |
| **Y/N** |
| **6f** | **Has the Board had sight of, considered and understood the Trust Offer including the financial contribution of the school to the trust?** |
| **Y/N** |
| **6g** | **Has the Board had sight of the long-term growth strategy of the trust?**  |
| **Y/N** |
| **Please outline what the impact could be on the school?** |
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| **7** | **Trust Actions** |
| **7a** | **Please outline how the Trust will support and enhance teaching and learning in the school.** |
| **7b** | **Please outline how the Trust will support and strengthen the Christian Distinctiveness of the school.** |
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| **8** | **Governors’ Consent** |
| Date of the meeting at which the decision to seek Academy status was agreed: (*please attach a copy of the Agenda and Minutes*)*If the Headteacher is not a school governor, please attach a copy of a letter from the Headteacher giving his/her support to this decision.*  |
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| **9** | **School Community Consultations** |
| *The Conditions of Consent document states that there is an expectation that governors will have informed staff and the wider community (including parents, the local incumbent and the PCC) of their intention to explore academy status before applying to the Diocesan Board of Education (DBE) for conditional consent.* *Please specify when and how you consulted with each group of your decision to explore academy status and attach copies of relevant questionnaires, reports of Consultation meetings, etc…* |
|  | **Group** | **Date of Consultation** | **Method (e.g meeting)** |
| a) | Teaching and associate staff |  |  |
| Please detail the outcome of the consultation with any % figures for and against |  |
| b) | Parent body |  |  |
| Please detail the outcome of the consultation with any % figures for and against |  |
| c) | Wider community  |  |  |
| Please detail the outcome of the consultation with any % figures for and against |  |
| e) | Parochial Church Council and incumbent |  |  |
| Please detail the outcome of the consultation with any % figures for and against |  |
| f) | Other Trusts associated with the school |  |  |
| Please detail the outcome of the consultation with any % figures for and against |  |
| g) | Local Authority |  |  |
| Please detail the outcome of the consultation with any % figures for and against |  |
| h) | Other |  |  |
|  | Please detail the outcome of the consultation with any % figures for and against |  |
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| **10** | **School Financial Statement** |
| Annual School Budget: |
|  |  | **£ Surplus** | **£ Deficit** |
| a) | Please specify surplus/deficit from last year’s revenue budget |  |  |
| b) | Please specify surplus/deficit from last year’s capital budget |  |  |
| c) | Please indicate if the school has run a deficit budget in the last three years  |  |  |
| d) | Please indicate if the school indicates a deficit budget in the next three years |  |  |
| e) | *If current figures suggest a future deficit, please indicate the school’s plan to address this:* |
| f) | Is the school subject to a Local Authority Recovery Plan?  | **YES/NO** |
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| **11** | **Trust Financial Statement** |
| Annual Trust Budget: |
|  |  | **£ Surplus** | **£ Deficit** |
| a) | Please specify surplus/deficit from last year’s revenue budget |  |  |
| b) | Please specify surplus/deficit from last year’s capital budget |  |  |
| c) | Please indicate if the trust has run a deficit budget in the last three years  |  |  |
| d) | Please indicate if the trust indicates a deficit budget in the next three years |  |  |
|  | e) | Please indicate if the trust has had any interventions from the DfE/ESFA and detail the circumstances and outcomes. |
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| **12** | **Appointment of Governing Body** |
| *a)* | *It is the expectation of Worcester Diocesan Academies Trust (WDAT) that the constitution of the academy’s Local Governing Board (LGB) or equivalent reflects that of the school’s Governing Body prior to conversion* |
| *b)* | *The Governing Body understand the roles and responsibilities of the LGB post conversion as set out in the Trust’s Scheme of Delegation.* |
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| **13** | **Land and Buildings** |
| *The Governing Body understands that there is no requirement to lease the school’s site from the trustees of the religious foundation. However, there is a requirement for a supplementary agreement to identify and confirm the ownership of the school’s assets with the Secretary of State. The process requires the Governors to fund the registration of the land owned by the trustees of the religious foundation through the academy conversion grant.**The governing body accepts that the Diocesan Board of Education will have to give consent to all future capital building projects.* |
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| **14** | **Appointment of Solicitors** |
|  | *The DBE’s solicitors are Anthony Collins, whose Senior Associate is Phil Watts (phil.watts@anthonycollins.com).* |
| Please state the solicitors representing the school in the conversion to Academy status if different from those engaged by the DBE |  |
| *Should the school elect to engage the same firm of solicitors as the DBE ie. Anthony Collins, a preferential rate will be levied for the school.**The school will meet all legal fees incurred by the Diocese of Worcester as a result of academy conversion.* |
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| **15** | **Statement of Awareness** |
| ✓ | *The Governing Board confirms that it is aware that (please tick)* |
|  | (a) | the Academy Act does not allow a school to convert to Academy status with the intention of substantially changing its admission arrangements |
|  | (b) | it must continue to consult with the Diocesan Board of Education on admission arrangements |
|  | (c) | the Academy Act does not allow conversion to a new Academy with intent to lose its status as a Church of England School as shown in the Designation of Schools having a Religious Character (England) Order |
|  | (d) | the Academy Act does not allow conversion to a new Academy with intent to become a selective school |
|  | (e)  | it will need to recompense the DBE for legal costs incurred in the process of conversion |
|  | (f) | it will cease to exist as the Governing Body of a Maintained School with an Anglican designation and will become an Academy with an Anglican designation with a new Governance structure. The Academy will continue to be inspected by SIAMS under the existing cycle of inspection |
|  | (g) | as an Academy, existing VA/VC funding routes for capital building projects will no longer apply |
|  | (h) | it will be responsible for the Trust and not the Local Authority (LA) with regard to staff pensions, employer’s liability and insurance, and when in difficulties (e.g arson, explosion). The Governing Body accepts that it is not the role of WDAT to step into the role of the LA in such circumstances |
|  | (i) | it is the expectation of WDAT that the constitution of the new Academy’s LGB or equivalent reflects that of the school’s FGB prior to conversion |
|  | (j) | WDAT appointed Trustees will report to WDAT termly. |
|  | (k) | A review of teaching and learning in at least one of the trust’s Church of England schools will be undertaken annually by the Diocesan Education Team. |
|  | (l) | The school will not change its name or logo without prior consent from the DBE. |
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| **16** | **The governing board (please tick) :**  |
|  | (a) | has read and completed this form |
|  | (b) | understands the statements set out in number 19 above |
|  | (c) | acknowledges that, following consideration of this application, the DBE may impose additional conditions before assessment to convert will be granted |
|  | (d) | will meet the costs incurred by the Diocese of Worcester as a result of academy conversion through the Academy Conversion Grant.  |
|  | (e) | will reconcile any outstanding payments or loans to the Diocesan Board Finance. |
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| **Signed:** |
| **Headteacher:** | **Print name:** |
| **Chair of Governors:** | **Print name:** |
| **Date:** |