A black background with blue and red text

Description automatically generated

**GUILDFORD DIOCESAN BOARD OF EDUCATION**

**APPLICATION FOR CONDITIONAL CONSENT OF THE DIOCESAN BOARD OF EDUCATION TO THE SCHOOL’S ACADEMY CONVERSION**

**PART A**

|  |  |
| --- | --- |
|  | **School name and address**  *Please enter full name and address of school* |
|  | **Contact details of people co-ordinating academy application:** |
|  | **Governing Body support for conversion to academy status:**  The governing body passed a **RESOLUTION** to convert to an academy during their meeting of (*enter date of meeting*). Minutes are available for inspection. |
|  | **Provisional consent of MAT to admit your school.**  *Please provide name of MAT the school is joining and any other relevant details of meetings/presentations/agreement with the MAT* |
|  | **Planned conversion date:**  *If possible provide the estimated date the MAT thinks the school’s conversion is likely to be completed by. (This is only an estimated date as the final date is the responsibility of the Regional Director)* |

**PART B**

|  |  |
| --- | --- |
|  | **DBE ACADEMY CONVERSION CRITERIA**  The DBE will evaluate all applications from schools to join academy trusts against the following criteria:   1. **Model academy documentation for church schools**   GDBE will expect church schools to join academy trusts with appropriate model academy governance documentation in a form agreed between the Church of England and the Department for Education.   1. **Vision, values, culture and Christian distinctiveness**   GDBE will expect church schools to join academy trusts which can demonstrate through their overarching character, culture and practice that they can support the Christian character of a church school.   1. **Partnership working with the DBE**   GDBE will expect church schools to join trusts committed to the principles of partnership working with all trusts that include church schools and will seek a reciprocal commitment from trusts.   1. **Quality of education**   GDBE will expect church schools to join an academy trust with a track record of improved outcomes across all educational phases for pupils in its schools and a commitment to a holistic education for children and young people which embraces their intellectual, physical, spiritual, emotional, moral and social development.   1. **Business planning and financial sustainability**   GDBE will expect church schools to join an academy trust with a clear strategic plan which evidences how it will develop its capacity and capability to deliver its strategic objectives.   1. **Effective governance**   GDBE will expect church schools to join an academy trust which can demonstrate effective governance at each level of the organisation in accordance with the principles of effective governance set out in the Academies Financial Handbook and the DfE Governance Handbook.  **Part 6 noted.** |
|  | **In the context of these criteria, please explain …..** |
|  | **. … why your school has applied to join *(name of MAT)*, the benefits your school expects to derive and what your school hopes to contribute to the wider work of the Trust.**  ***School to complete*** |
|  | **…… how joining (*name of MAT*) will improve educational outcomes for your pupils.**  ***School to complete*** |
|  | **….. how joining *(name of MAT)* will enhance the Christian distinctiveness of your school.**  ***School to complete*** |
|  | **Please confirm that your school has a balanced budget for 2022/23 and is planning for a balanced budget for 2023/24** |
|  | **Please confirm the status of any proposals for capital building projects on the school site.** |

**PART C**

|  |  |
| --- | --- |
|  | **Other diocesan consents** |
|  | **Local Authority**  Has the governing body informed the LA of the decision to convert to academy status?  *Please give date or state ‘in progress’* |
|  | **Regional Director**  Has the governing body informed the Regional Director of their intention to convert to academy status?  *Please give date or state ‘in progress’* |
|  | **Diocesan Board of Education Academy Policy:**  The Guildford Diocesan Board of Education will only finally consent to academy conversion when the requirements of its policy and guidance have been met. This will include:   * use of the model Church of England academy governance documentation agreed with the DfE * adoption of the Church Supplemental Agreement in full * local governing body constitution which reflects the school’s current Instrument of Governance as regards foundation appointments * assurance that the MAT’s trustees are satisfied with the results of due diligence undertaken to ensure that there is a full and accurate appraisal of the strengths and risks (educational, financial, safeguarding, property and in human capital) of the school intending to join the MAT * final assurances about how the Christian character of the church school will be promoted.   The DBE would propose regular contact with the school as the conversion proceeds and a final sign off meeting shortly before the Church Supplemental Agreement needs to be signed. |
|  | **Costs of conversion**  The Governing Body will meet any legal costs incurred by Guildford Diocese as a result of conversion to academy status including the preparation of the Church Supplemental Agreement and for making the school’s land and buildings available to the academy trust.  **The Diocesan Board of Education will also make a charge of £2500\* to the school in recognition of the time spent by Education staff in supporting the conversion.**  ***\*DBE charge will be deducted from the Government Academy Conversion Grant of £25000.***  ***Please note that final consent by DBE will not be given until all fees are paid.*** |

|  |  |
| --- | --- |
| **Signed:**  **Headteacher:**  **Chair of Governors:** | **Date:** |

|  |
| --- |
| **Please return this form to: Canon Alex Tear, Diocesan Director of Education, Guildford Diocese**  **Email:** [alex.tear@cofeguildford.org.uk](mailto:alex.tear@cofeguildford.org.uk) |