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# Request for Financial Support for the Expansion of Fairfield Junior to include Infant Aged Children

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## School Forum March 2014

### Rationale Statement

The aim of this report is to outline the requirements of Fairfield Primary School in order to further support the successful merger of formerly two Schools, Fairfield Infant School and Fairfield Junior School, with two different identities. Throughout the document there will be identified areas of development for the new School and its new identity and vision.

The vision of Halton Local Authority is to “be a thriving and vibrant Borough where people can learn and develop their skills.” – Halton Website. With this in mind, Halton Local Authority initiated formal consultation to expand Fairfield Junior School to include Infant aged children in September 2013. This Local Authority determined action meant that, once consultation had been completed, Fairfield Infant School was closed and Fairfield Junior School expanded its pupils’ age range from 7 to 11 years to include 4-7 years. This was not a School based decision, although all parties were fairly consulted regarding the proposal.

The date for the conversion to a Primary School was January 1<sup>st</sup> 2014, having completed the process on November 7<sup>th</sup> 2013. This date, which was part way through the academic and financial year, has meant that preparations have had to take place after the actual conversion instead of beforehand. Two Transition days have been given to enable staff to work together without children being present at School and financial out lay has already taken place.

Although some actions have taken place, other actions are needed to enable the smooth transition for the staff and children in the new Primary School. These actions include:

- Staff restructure
- Re-branding of the School to converge two identities into one
- New website to be created and the closure of two
- Change of Financial systems
- Educational developments to ensure consistency of teaching and learning across both Schools
- Consistency of educational resources across the whole School

- Consistency of Continuous Professional Development opportunities to ensure shared practices.

The support of the Local Authority is a “key success factor for staff and governors” according to Barking and Dagenham Local Authority “Information for the Select Committee 2012 who went on to say: “School Forums will consider whether the amalgamating schools should receive a one-off re-organisation fund to support the transition of merging the two schools”.

Therefore, with this in mind, I am putting forward the following request. I am also aware that Wade Deacon High School was successful in its proposals for financial support on the federation of Wade Deacon High School with Fairfield High School. This support included financial assistance regarding the purchase of ICT equipment.

### Proposed Action to Enable a Successful Outcome

Recently an HMI has said that there is a document due to be published by OFSTED which highlights the fact that failing Schools have many things in common. One of those factors is that the Schools have once undertaken an amalgamation. As we know that our School will be inspected in around three to four terms from the merger, it is imperative that we have as much support as possible to achieve at least a good standard of education for our children at that point. The following proposals are suggested to help us achieve this aim and these proposals are aligned with Halton Borough Council’s vision for education.

### Staffing Structure

The new staffing structure of the School is an important aspect of the development of the Leadership and Administration of the Primary School. In order for there to be a cohesive Leadership Team, consultancy support will be necessary for the new Leadership and CPD opportunities will be necessary to ensure a thorough understanding of all Key Stages of teaching and learning.

Objective	Action	Cost
To improve the quality of leadership for 6 leaders and therefore the quality of teaching and learning	Consultancy for monitoring and moderation of children’s learning across the Key Stages – 6 days School Improvement Partner and consultant – Gloria Birks and Tony Powell	£400 x 6 <b>£2,400</b>
To create a whole School vision and a clear direction for School development	Consultancy support to lead the morning session – Tony Powell	£400
To ensure assessment procedures are aligned across the two key stages	Consultancy support or the use of a Leading Teacher from another School for 7 days	£400x 7 <b>£2,800</b>

### Re-branding of the New Primary School

The re-branding will be a necessity to ensure that the Staff, children and Governors relate to the new School and its new identity to create a sense of belonging for all stakeholders and to be compliant to statutory requirements.

Objective	Action	Cost
To replace existing resources to combine two identities into one	To develop a new logo designed	£450
	To have stationery printed	£550
	To have new signage around the School	£1,550
To meet legal requirements	To have a new website designed – new website and non-contact time for staff	£3,000
	To develop a new School prospectus and have printed	£1,864
	Student planners and stationery	£1,300

### To Change Financial Systems

The Financial systems from both Schools were completely different with one School having full Cheque-Book Status and one not. The two systems are completely different and the Primary School is now part cheque book and so Office Staff need training and meetings where they can concentrate and focus on School developments.

Objective	Action	Cost
To build a team and create consistent approaches	Supply to allow time together to discuss new systems	Supply cover costs £882
To ensure systems are the same across two sites	Supply for training on Cheques Book School Status	

### Consistency of Educational Resources across the two sites

The main area of development has been the cross-curricular plans, mathematics and ICT. The curriculum has had to be reviewed due to overlapping of topics to avoid duplication. Mathematics consultants have worked to staff to develop consistency across the School but this has only partly been established. ICT equipment that is present in the Upper School is not available lower down the School such as Clever Touch technology and netbooks and laptops for staff.

Objective	Action	Cost
To establish a consistent approach to mathematics across the School	Consultant working with year groups to ensure consistency in practice	£4,200 £600x7 days
Cross-curricular developments within the curriculum to ensure new topics are established where there is overlap	Non-contact time for staff to work on the new plans – 10 hours	£2,750
ICT equipment needs to be consistent so that skills are built across the School	New Clever Touch technology and a bank of netbooks	£19,625 £4,500
To ensure fairness in resources	To purchase laptops for teachers in the Upper School as all teachers in the Lower School have a laptop	£400x10 £4,000

### Consistency of Continuous Professional Development opportunities to ensure shared practices

There is a need to ensure that there is a consistent approach to learning and there are common practices to ensure high quality learning experiences. Due to the nature of having to work quickly to establish a joint methodology, consultancy has been used to best practice can be adopted.

March 1, 2014

<b>Objective</b>	<b>Action</b>	<b>Cost</b>
To ensure high standards of literacy across the School	Consultant to work with Year groups across the School.	£4,200 £600x7 days
To ensure high quality teaching and learning in core curriculum subjects	Joint CPD opportunities for Year groups across the School and Key Stages Non-contact time to visit other successful Primary Schools to establish methods of cross Key Stage developments and bench mark practice	3 members of staff per year group – 7 year groups £150 x3x7 £3,150 Non-contact time – 10 days £1,500

**Total = £59,121**

As this cost is unachievable within our budget, our governors are requesting financial support. Our governors are especially concerned because they know that in the Financial Year 2015-2016, there will be a lump sum of £125,000 lost for our School. This has a huge financial implication for our School, especially as we have the impending needs outlined in this report.

I look forward to your support and response.

Irene Hodkinson  
Head teacher – Fairfield Primary School