



Members of the Existing Trust

Appledore School, Instow Community Primary School,
Hartland Primary School and Woolsery Primary School

University of St Mark and St John, Mole Valley Farmers, The
Atlantic Coast Racquet Centre, the Co-operative
Movement, RHS Rosemoor, Devon County Council and the
Diocese of Exeter

In association with their partner schools:

St George's Church of England VA Infant and Nursery School
St Margaret's Church of England VA Junior School
St Mary's Church of England VC Primary School



**Consulting Schools – Proposing to become a member:
Buckland Brewer Community Primary School and Parkham
Primary School (known as the Flying Start Federation)**

Changing to Foundation School Category
and joining a Charitable Trust.

Public Consultation 2016

BOOKLET ONE

The reason for the consultation

The governing body of Flying Start Federation (Buckland Brewer Community Primary School and Parkham Primary School) are proposing to change their legal category from community to foundation schools; and at the same time join an existing charitable trust, known as the Atlantic Coast Co-operative Trust. This partnership, which is a co-operative membership trust, will hold the schools' land and assets in trust, for educational purposes, in this case with a strong mutual element.

What we would like you to do

We would like to know what you think of our plans, so we invite you to take part in our public consultation. You can do this by:

- reading the trust information leaflet and this booklet (you may also wish to read Booklet Two, which provides answers to a number of commonly asked questions)
- completing the Public Consultation Response Form and returning it to your school
- **attending one of the consultation meetings being held at the following times:**

Wednesday 21 September 2016

- 11.00am meeting with children at Buckland Brewer
- 12.00 meeting with parents at Buckland Brewer
- 12.45pm meeting with Trade Union and Professional Association Representatives at Buckland Brewer
- 1.45pm meeting with children at Parkham
- 2.45pm meeting with parents at Parkham
- 4.00pm meeting with all federation staff at Parkham
- 6.00pm Public meeting/additional parents' meeting at Parkham



Copies of the Booklets and the Public Consultation Response Forms can be obtained from Buckland Brewer Community Primary School office, Parkham Primary School office or downloaded from the Flying Start website: www.buckland-brewer-primary.devon.sch.uk

If you wish to request the above documents by email, use the following address: admin@buckland-brewer-primary.devon.sch.uk or admin@parkham.devon.sch.uk

They are also available on the Atlantic Coast Co-operative Trust website: www.acct.education

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1: Executive Summary

1.1 Proposal

The governing body of the Flying Start Federation is proposing a change of school category – from community to foundation school and simultaneously to join an existing charitable trust - the Atlantic Coast Co-operative Trust. The proposed date of implementation is 1st January 2017. The Trust is a mutual co-operative membership trust.

1.2 What is a Trust School?

This is a type of school that, whilst still being part of the local authority family of schools, has the opportunity to be supported by a Charitable Trust set up to help the drive for improved standards in our schools, in particular through engaging with the wider community. The Trust will act as the legal foundation for Buckland Brewer Community Primary School and Parkham Primary School if they decide to become foundation schools.

1.3 What is a Co-operative Trust School?

The Co-operative School Trust model enables schools to work with a co-operative trust, following co-operative values and principles. This model enables those who are directly involved in the schools; parents, carers, children and staff; to become engaged in the trusts long term strategic direction through membership of the Trust. It will also allow those more indirectly involved such as other members of children's families and the wider local community to become involved too. The governing body of the schools remains responsible for the running of the schools.

1.4 Why is the Flying Start Federation considering joining ACCT?

The Flying Start Federation has been participating in ACCT activities recently and now wish to consult on becoming a full members of the trust.

ACCT was formed during the summer term in 2013 following consultation with the local community. ACCT was formed to provide a strong framework in which its member schools could work collaboratively to deliver its two core aims: **curriculum enrichment** and **school improvement** in line with the co-operative values and having the opportunity to engage with partner organisations to support the work of the trust.



By choosing a co-operative model for our trust, we are strongly embedding the roots of our schools in our local community, working together but also ensuring each school retains its own unique identity.

1.5 Trust Partnerships

At the time of its creation, the trust recognised that in order to deliver good support to the schools in curriculum development and robust school improvement work, it would need the assistance of external partners who, from their own specialist viewpoints, share the desire to improve education for all our children. Accordingly, RHS Rosemoor, the University of St Mark and St John, Plymouth, Devon County Council and the Diocese of Exeter became partners within the trust. Since 2013, further partners have joined bringing further support to the work of the trust.

1.6 New Powers and Responsibilities

The governing body of the Flying Start Federation will gain new powers and responsibilities. It will become the employer for all staff, although existing pay and

condition arrangements will be unchanged, as the schools will remain in the maintained sector and still be subject to national and local pay and condition agreements.

The Flying Start Federation's governing body will also become responsible for child admissions, but will work jointly with the local authority to administer the provision of places within the requirements of the National Schools Admissions Code.

The Trust will hold the land and capital assets of Buckland Brewer Community Primary School and Parkham Primary School mutually in trust, for educational purposes, although the governing body will retain day to day responsibility for managing those assets in the same way it does now.

1.7 Consultation Process

You will have the opportunity to comment on these proposals during the consultation period that runs from noon on Tuesday 6th September 2016 until noon on Tuesday 4th October 2016. We would emphasise that no decision has yet been made and we would welcome suggestions that might improve our proposals, as well as challenging them.

If, following a review of your responses to this consultation, the Flying Start Federation governing body decides to continue with the process of becoming foundation schools and joining ACCT, it will publish statutory proposals on changing category and joining a charitable trust. When both this statutory notice and the consultation period is over, the governing body will consider the outcome of the statutory notice period and decide on whether it wishes to proceed to join the trust.

The federation may decide not to proceed to implementation.

1.8 Change of category

In order to make the change, the Flying Start Federation's governing body is legally proposing to change category from Community Schools to become Foundation Schools, and at the same time, to join an existing charitable trust – the Atlantic Coast Co-operative Trust.

2. Vision and Values of ACCT

2.1

***Working together to inspire and empower
our children to achieve their very best!***

As a Trust, we collectively value excellence of achievement, a happy working atmosphere and a close relationship with our parents and our local communities.

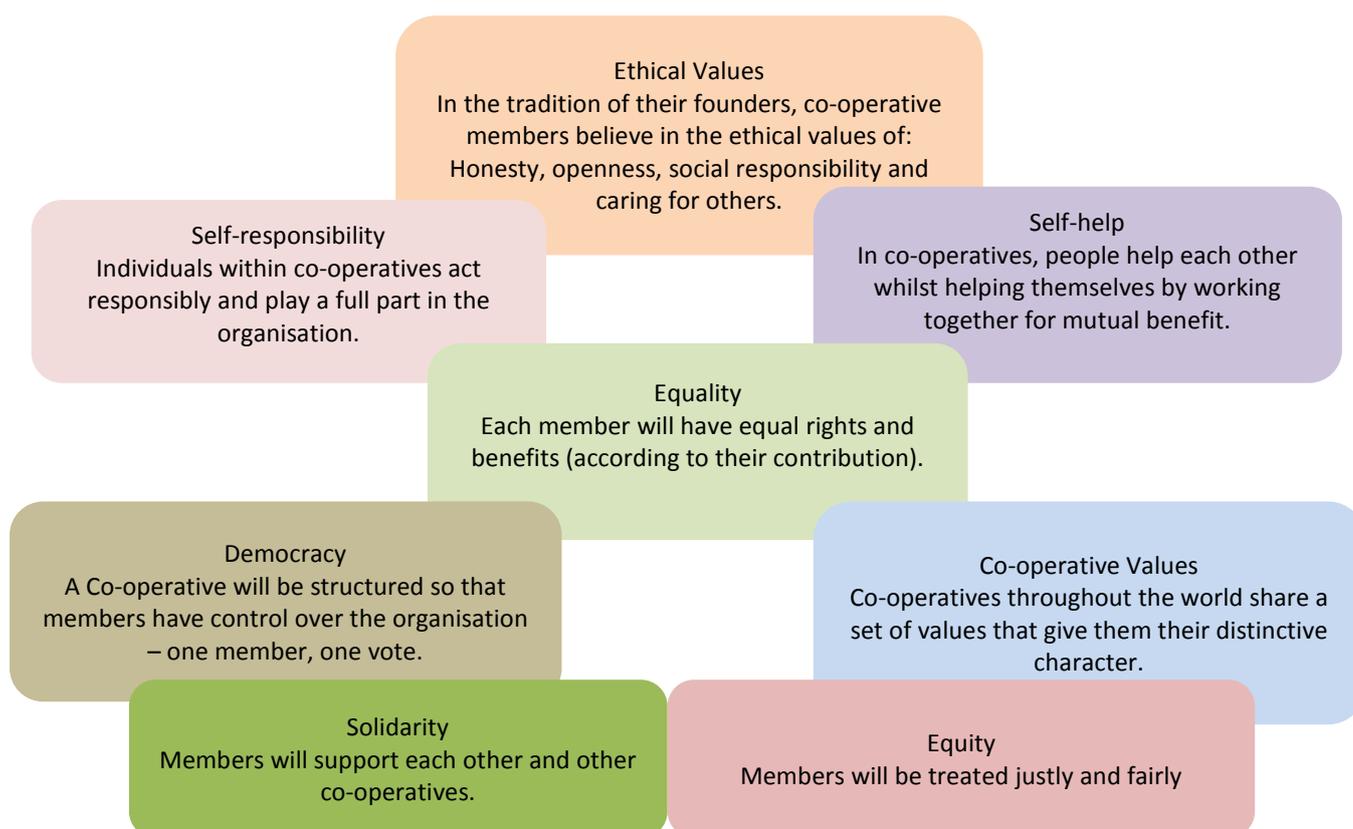
We strive to provide support to children and their families to give them the best possible chance of success. This includes engaging with outside agencies and drawing on our collective expertise to make learning and development accessible to all.

Through our work, we aim to develop a lifelong love of learning in all members of our schools.

We believe in providing a stimulating learning environment through a creative, challenging curriculum.

The creation of the Trust has provided a strong and well-tested legal entity through which we have collaborated with our partners for the benefit of all our children.

For your interest and information, the values and principles embraced by today's worldwide Co-operative Movement have evolved from the ideas of the early co-operators of the 18th and 19th centuries. They are embodied in the statement of Co-operative Identity published by the **International Co-operative Alliance** (<http://www.ica.coop/al-ica>):



2.2 Our Vision for the Trust

The Atlantic Coast Co-operative Trust is focused on securing the best possible outcomes for all our children through:

- Shared use of resources, opportunities and expertise, especially in our area of North Devon, where access to these, is often challenging
- Shared opportunities to work across a range of settings and communities
- Collective brokering of services and opportunities for children and staff development, thus offering better value for money for each of our schools
- Strong local accountability, with priorities responsive to our local situation and diverse collection of schools

We:

- make the quality of teaching and learning our highest priority

- develop a support structure which ensures children can achieve their potential, both by ensuring a safe and happy environment and by knowing each child as an individual
- seek to make every child feel a part of the community by increasing their ownership and participation
- celebrate achievement and creativity
- engage parents in an equal partnership to support their child
- invest in our staff to increase our skills and experience
- celebrate and support innovation and research in teaching and learning by our colleagues
- work closely with our community to raise aspiration and create opportunities and contribute fully to the life of the community
- collaborate with our partners for the benefit of our children and staff.

2.3 Co-operative Values and Principles

The partnership is a key part in the next phase of development of education in our local area. As a co-operative trust, all member schools (and partners) subscribe to the co-operative principles and values:

- Self help: we help people to help themselves
- Self-responsibility: we take responsibility for, and answer to our actions
- Democracy: we give our members a say in the way we run our organisations
- Equality: all partners in our trust have a vote on the Board of Trustees
- Equity: we carry out our business in a way that is fair and unbiased
- Solidarity: we share interests and common purposes with our members and other co-operatives
- Openness: nobody's perfect, and we won't hide it when we're not!
- Honesty: we are honest about what we do and the way we do it
- Social responsibility: we encourage people to take responsibility for their own community and work together to improve it
- Caring for others: we regularly fund charities and local community groups



All members of ACCT have chosen to join the trust and have a firm understanding that by being part of ACCT, each member school is expected to contribute to the work of the trust for the benefit of the children within it.

The ethos of the participating schools aligns very well with the co-operative values and principles of the Co-operative Movement (see 2.1 above).

Co-operative principles underpin the work of the partnership and contribute significantly to strengthening our schools – and our links with the local community.

3. What does the Atlantic Coast Co-operative Trust do?

3.1 What are the partnership's particular priorities?

- To secure and develop partnerships to help promote curriculum development and school improvement, particularly with the University of St Mark and St John and the Dartmoor Teaching School Alliance
- To continue to be a high quality provider of Initial Teacher Training (ITT) through our own bespoke School Direct Programme, allowing us to grow our next generation of teachers

- To develop investigative learning and understanding of learning behaviours across the trust schools
- To raise achievement in all our schools and help identify areas of weakness so these can be swiftly addressed
- To develop PE provision across the trust, particularly in relation for Sports Premium funding
- To increase collaborative learning across the schools and enhance the children's curriculum experience
- In partnership with the Dartmoor Teaching School Alliance, to develop our own Specialist Leaders in Education (SLEs) who can be deployed strategically for school improvement and staff professional development
- To use the Lesson Study Model as a school to school support tool for teachers carrying out research into learning behaviours
- To ensure our schools are secure in their judgements within the new assessment frameworks by providing a supportive and challenging moderation and benchmarking programme

3.2 What difference would it make to be a Co-operative School? What benefits would it bring?

Quite simply, membership of this Co-operative Trust will enable the Flying Start Federation to work more collaboratively with other local schools within a formal arrangement.



The co-operative trust model enables those who are directly involved with the school, be they children, parents, carers, staff, governors or the wider community to become engaged in its long term direction through membership of the Trust.

All schools within our Trust have equal representation on ACCT's Trust Board.

Individual school names remain as they are – Buckland Brewer Community Primary School and Parkham Primary School will remain in place and the day to day running of the schools (and the federation) in terms of leadership and governance continues much as it is now.

3.3 How would we benefit from Trust Partners?

We have selected our partners and members to provide us with the capacity to develop our schools further. Our partners provide a good balance between the development of academic aspects of school life and organisation and the wider curriculum which is a powerful driver for the development of lifelong learning.



Our partnerships have been secured to ensure that our values will be embedded for the long term and written into the fabric of our schools.

We are committed to the

- academic;

- artistic and creative;
- social and emotional and
- physical development of every young person in our locality.

Our future rests on our young people. We therefore have a duty to ensure all the children in our community receive the highest possible quality of education. We all achieve more when we have a strong sense of belonging to, and are valued by, our community. Our community partnerships reflect that.

3.4 What will each Partner bring to the trust?

University of St Mark and St John is a long established Higher Education Institution based in Plymouth. Through their partnership with ACCT, the University have supported teacher development, for example, through our Investigative Learning Conference in September 2014. This enabled all school-based staff from across the Trust to come together to develop strategies for improving enquiry skills at our primary schools. The University are also heavily supporting the Trust in growing the next generation of teachers through the School Direct programme, which is now preparing for its third round of intake. The University also offers opportunities for school staff to continue their professional development through graduate-level qualifications such as Masters degrees. Together with ACCT, the University is a member of the Dartmoor Teaching School Alliance.

Mole Valley Farmers are a thriving national business based firmly in Northern Devon. Their business model is based around co-operative values and through their partnership with us, we intend to grow further business links for our children, so they can aspire to great things as adults. Mole Valley also supports the resourcing of our outdoor learning curriculum and brings us opportunities to build links with the agricultural sector, one of the prime employers in our region. They are also fully committed to supporting us growing our membership base from members of the community, parents and children at our member schools.

The Co-operative Movement has extensive experience in supporting educational establishments to develop and embed a co-operative 'values driven ethos' across the schools and across the curriculum. It also helps bring a global dimension to school and community perceptions, through national and international links with other co-operative educational institutions and organisations.

Being a co-operative trust school allows us to be a member of the Schools Co-operative Society (SCS). Being part of a national co-operative schools' organisation is helpful as we try to navigate our schools through the rapidly changing educational landscape facing all mainstream schools. Equally importantly, there are over 65 schools in Devon working within co-operative Trusts and maintaining support networks across the county.

The Atlantic Racquet Centre is a new sports facility currently being developed at Caddesdown in Bideford and is the successor to the Westward Ho! Tennis Club. The Centre has already begun working with ACCT schools at a preferential rate to improve the quality of teaching in all racquet sports. ARC will be hosting an ACCT inter-school tournament once their facilities are fully open. Most excitingly, they have also stated their intention to have concession rates at the Centre for children and their families who are taught in ACCT schools.

Devon County Council, the Diocese of Exeter and RHS Rosemoor are also partners within ACCT.

Like other ACCT schools, the governing body of the Flying Start Federation (Buckland Brewer Community Primary School and Parkham Primary School) will be represented on the Trust by two nominated trustees from each school, including the Executive Headteacher and the Chair of Governors (or nominee). All schools currently have two trustees on the Board.

4. How does the Trust work?

4.1 The trust is a charitable, not for profit organisation, meeting the legal and other requirements as set out by the Department for Education (DfE). It carries out its duties in relation to the schools as set out by the DfE, and by holding the land and assets on trust.

4.2 The trust is legally established and regulated (as with all charities) by the Charities Commission and registered as a company limited by guarantee with Companies House.

4.3 Trustees do not derive an income from the trust, but the trust may become an employer as it develops in providing and/or commissioning services.

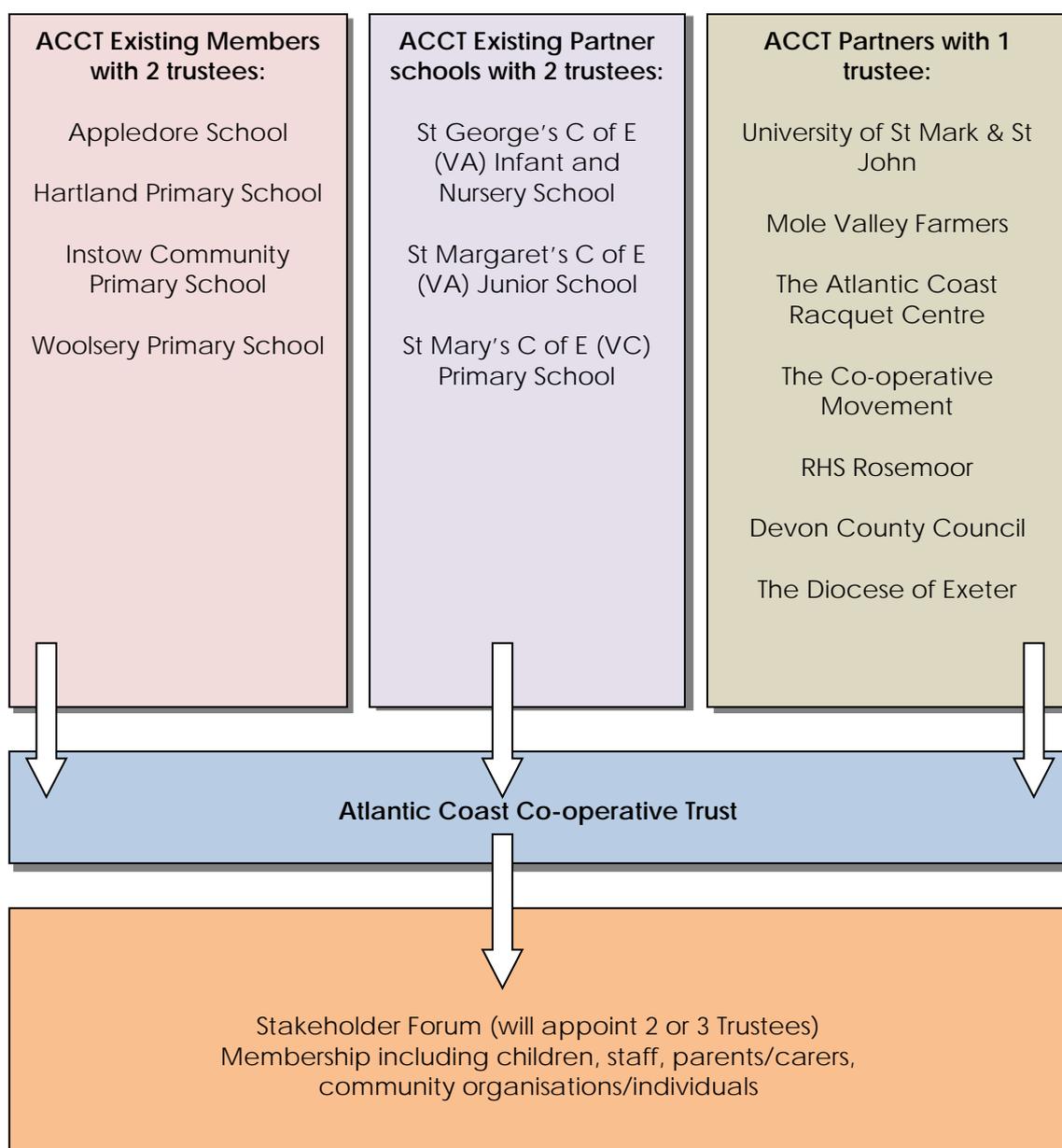
Any income generated by the trust must only be used to support its charitable aims.

The trust will not seek to alter the individual characteristics of the schools and it will not seek to change the character (religious or otherwise) of the schools.

4.4 The trust meets a minimum of three times per year (co-ordinated with school governance as required).

4.5 The trust works with other people and organisations, as appropriate, in order to carry out its work. As the trust develops its work in the future, it may be appropriate to consider additional partners. There will be a process involving existing trustees to ensure that any future partner will comply fully with the vision, values and aims of the trust.

4.6 The Trust is made up of the schools, partners and members as shown in the diagram on the next page:



4.7 The trust has an ethos of co-operation and democracy consistent with co-operative values. It seeks to empower children and their community. The trust helps children prepare for these challenges and their future as global citizens.

5. Foundation Category

5.1 To join the trust, Buckland Brewer Community Primary School and Parkham Primary School (the Flying Start Federation) are required to change their current category and become foundation schools. In acquiring foundation category, the governing body and not the Trust, will assume new responsibilities, including responsibility for the employment of staff and admission of pupils to the schools. The governing body will retain day to day responsibility for managing the assets, as is the case in the present situation.

5.2 The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 provide full rights, powers, duties and liabilities to transfer existing staff from the local authority to the governing body.

5.3 Existing and new teaching staff will continue to work under the terms of the 'School Teachers' Pay and Conditions Document' (STPCD). The governing body will set out the terms and conditions for new support staff, which will be no less favourable than those applying to existing staff. All staff will, therefore, always enjoy, as a minimum, the same terms and conditions of employment as staff in any maintained state school.

5.4 The schools will continue to teach the National Curriculum and will be inspected by Ofsted at appropriate times.

5.5 The governing body will continue, as is the case at present, to have day-to-day control of their schools' land and assets (although the Trust will hold them mutually 'on trust' for each school for which it acts as the legal foundation).

5.6 The schools will work in collaboration with the local authority in ensuring strict adherence to the Schools' Admissions Code whilst reserving the legal right to review admission arrangements if deemed appropriate.

6. What does this mean for parents/carers and children?

6.1 Admissions

Buckland Brewer Community Primary School and Parkham Primary School will remain part of the local authority's family of schools. They will continue to have a fair admissions policy and not introduce selection by ability. Parents will apply for places at a trust school as part of the local authority process. The schools will continue to work in partnership with the local authority to ensure that pupil places are given fairly in line with the published admissions criteria that conform to the School Admissions Code. However, a trust school governing body reserves the right to review admission arrangements as deemed appropriate.



6.2 Composition of Governing Bodies

The current situation of electing parent and staff governors will be maintained, as will the appointing of a local authority governor, and the co-opting of co-opted governors. However, the governing body will now have a minority of governors appointed by the Trust, (foundation governors).

As the school is joining the trust after 1 September 2016, the new School Governance (Constitution and Federations) (England) (amendment) Regulations 2016 will need to be adhered to.

The governing body will undergo some changes in order to comply with the appropriate legislation (see Appendix B).

6.3 Membership of the Partnership

All individuals including parents, carers and children currently attending a school within the trust, may become full members of the trust, in order to increase the engagement of our communities in school life, (as may staff and members of a range of defined supporting community organisations).

We are planning to establish a stakeholder forum with elected members including parents/carers, staff, children and community representatives both individually and from organisations. Its purpose will be to hold the trust to account, to help shape policies and to elect a minority (usually two or three) trustees.

6.4 Ethos and principles

The schools' ethos, including objectives relating to behaviour and performance and the schools' vision and values will be strengthened by working within the framework of co-operative values. It is envisaged that the new partnership arrangements will contribute significantly to a further improvement in the schools' performance and a better educational experience and outcome for every child and their family.

7. What does this mean for employees?

7.1 The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 provide for all rights, powers, duties and liabilities to transfer existing staff from the local authority to the governing body of each consulting school. Employees will be employed by the school's governing body instead of the local authority and we will continue to recognise the same unions. The existing rights of all staff will be fully protected if Buckland Brewer and Parkham Primary Schools join the trust, and we will still be bound by the School Teachers' Pay and Conditions Document.

7.2 The governing body sets terms and conditions for its own support staff. However, terms and conditions will be safeguarded as per the prescribed regulations for existing staff and they will maintain the same employment rights as local authority employees. Employees will continue to be represented on the governing body, as elected by their colleagues, as well as there being representatives from parents, the community and the local authority as is the case now, plus the additional foundation governors nominated by the partnership.

8. The Consultation Process

8.1 Please let us know what you think about the proposal by doing one or more of the following:

- a) Complete and return the Public Consultation Response Form
- b) Send in your comments to the school office
- c) If you are a parent/carer, member of staff or a member of the public, come to the appropriate meeting to discuss the proposal.

8.2 Consultation meetings will all be held at the following times:

Wednesday 21 September 2016	<p>Consultation Meetings:</p> <ul style="list-style-type: none"> • 11.00am Meeting with children at Buckland Brewer • 12.00 Meeting with parents at Buckland Brewer • 12.45 Meeting with Trade Union and Professional Association Representatives at Buckland Brewer • 1.45 Meeting with children at Parkham • 2.45 Meeting with parents at Parkham • 4.00 Meeting for all federation staff at Parkham • 6.00 Meeting for members of the public and parents at Parkham
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You can comment at any time from noon on Tuesday 6 September 2016 to noon on Tuesday 4 October 2016.

8.3 After the consultation is closed, all comments will be considered and a report will be prepared for the Flying Start Federation governing body. This report will be made available on the Flying Start Federation's website and the ACCT website. Individual responses will not be published but will be presented to the governing body and will be available for inspection by the public on request. The governing body will review the report and all the comments made before reaching an informed decision.

8.4 The Flying Start Federation's governing body (Buckland Brewer and Parkham Primary Schools) may decide to:

- a) agree a change to foundation category and to join the trust
- b) modify the proposal in the light of suggestions made during consultation and, if the changes are significant, re-consult on the changes
- c) decide to remain as community schools without change
- d) pause the process to allow further time for debate and consideration

8.5 The proposed implementation date is 1st January 2017.

8.6 Copies of all the consultation documents can be obtained from the Flying Start Federation's website or the ACCT website

8.7 If you have any queries about anything you have read here and would like further clarification, please contact the schools' offices (email contact is at the front of this booklet).



9. Appendices

Appendix A: List of Consultees:

As part of the consultation process, the Flying Start Federation is consulting with the following:

- Children currently at Buckland Brewer and Parkham Primary Schools
- Parents/carers of children currently at the schools
- Staff currently employed at the schools, both teaching and support staff
- Local Teacher Associations and Trade Unions representing our support staff
- Devon Local Authority
- Diocese of Exeter
- Parish Councils

- Other neighbouring schools which may be affected by the proposals
- Flying Start Federation’s pre-schools

A complete list will be published on the Flying Start Federation’s school website and the ACCT website. If you feel that there are other stakeholders who should be consulted, please contact us.

Appendix B Governing body structure:

B.1 The current situation of electing parent and staff governors will be maintained, as will the appointing of a local authority governor, and the co-opting of co-opted governors. However, the governing body will also have a minority of governors appointed by the Trust, known as foundation governors.

B.2 As the date that this trust would legally be formed is after 1 September 2016, the new regulations – the School Governance (Constitution and Federations) (England) (amendment) Regulations 2016 will need to be adhered to.

B.3 The total membership of the governing body of a federation must be no fewer than seven governors. The governing body of a federation must include the following:

- a) two parent governors
- b) one staff governor
- c) one Executive Headteacher
- d) one local authority governor

The governing body may in addition appoint such number of co-opted governors as they consider necessary provided that the requirements in regulation 14 are met in respect of governing bodies of foundation and voluntary schools. This states that: the governing body of a foundation school which is not a qualifying foundation school must also include at least 2 (but no more than 45% of the total) foundation governors.

The total number of co-opted governors who are also eligible to be elected as staff governors under Schedule 2, when counted with the staff governor and the headteacher, must not exceed one third of the total membership of the governing body.

B.4 The Governing Body will undergo some changes in order to comply with the appropriate legislation.

Appendix C: Co-operative Principles:

The co-operative principles are guidelines by which co-operatives put their values into practice.

<p>1st Principle:</p> <p>Voluntary and Open Membership</p>	<p>Co-operatives are voluntary organisations; open to all persons able to use their services and willing to accept responsibilities of membership, without gender, social, racial, political, or religious discrimination.</p>
<p>2nd Principle:</p> <p>Democratic Member Control</p>	<p>Co-operatives are democratic organisations controlled by their members, who actively participate in setting their policies and making decisions. Men and women serving as elected representatives are accountable to the membership. In primary co-operatives members have equal voting rights (one member, one vote), and co-operatives at other levels are also organised in a democratic manner.</p>

3rd Principle: Member Economic Participation	<p>Members contribute equitably to, and democratically control, the capital of their co-operative. At least part of that capital is usually the common property of the co-operative. Members usually receive limited compensation, if any, on capital subscribed as a condition of membership. Members allocate surpluses for any of the following purposes:</p> <p>Developing their co-operative, possibly by setting up reserves, part of which at least would be indivisible; benefiting members in proportion to their transactions with the co-operative; and supporting other activities approved by the membership.</p>
4th Principle: Autonomy and Independence	<p>Co-operatives are autonomous, self-help organisation controlled by their members. If they enter into agreements with other organisations, including governments, or raise capital from external sources, they do so on terms that ensure democratic control by their members and maintain their co-operative autonomy.</p>
5th Principle: Education, Training and Information	<p>Co-operatives provide education and training for their members, elected representatives, managers and employees so they can contribute effectively and strengthen the Co-operative Movement by working together through local, national, region and international structures.</p>
6th Principle: Co-operation among Co-operatives	<p>Co-operatives serve their members most effectively and strengthen the Co-operative Movement by working together through local, national and international structures.</p>
7th Principle: Concern for Community	<p>Co-operatives work for the sustainable development of their communities through policies approved by their members.</p>

End of Consultation Booklet