**APPLICATION FORM**

**BUCKINGHAMSHIRE COUNCIL IS SEEKING BIDDERS TO open THREE NEW PRIMARY FREE SCHOOLS ALL WITH NURSERY PROVISION AND two with SEND UNITS**

Buckinghamshire Council is opening three new primary schools, with nursery provision in all three schools and SEND provision in two of the schools and is seeking sponsors to run the new schools. A detailed specification for each site is available from:

**paula.campbell-balcombe@buckinghamshire.gov.uk**

Bidders must specify if they are bidding to run one, two or all three of the new Free Schools by ticking the boxes below and confirming the details in their application:

Kingsbrook2 Primary School ⃝

Hampden Fields Primary School ⃝

South-West Milton Keynes Primary School ⃝

Potential proposers must complete the application form in full and submit the form to Paula Campbell-Balcombe by the deadline **of 5pm on Friday 9 June 2023**

Applications received after the deadline, on the incorrect form or incomplete applications will **NOT** be considered.

Applications must be in **FONT SIZE 12** be no more than 60 pages long, excluding the financial analysis annex. Applications over that size will **NOT** be considered.

**Each question is weighted with a multiplier of 1, 2 or 3 which is shown after the question title and will be used to score and decide on bidders to be short-listed for interview.**

**1. Your organisation (Weighting x 2)**

Please describe your organisation and your experience of running/sponsoring academies or schools. Please confirm which school(s) you are bidding to run.

Please confirm that you are on the DfE’s approved sponsor list and the date when you became an approved sponsor. If you currently run any existing schools, please give details, including their most recent Ofsted outcomes and their attainment data.

Please provide details of your current leadership, Trust, member and governance structure and full contact details. If your bid is successful how will your structure change to reflect the requirements of the new school(s)?

If another organisation has supported you in preparing this bid, please provide their details.

The design process for the Kingsbrook 2 School has started and may have started for the other two schools by the time a successful sponsor has been appointed. Please confirm that the Trust will accept the building as contractually “practically complete.” Buckinghamshire Council will not accept any alterations the Trust may seek to make to any of the designs unless it is relatively minor and can be achieved without impacting budget or programme.

The LA will undertake with the DfE/Regional Director (RD) due diligence on all bidders and its staff/governors and trustees. Is the RD aware of your bid?

**2. Outline of the school(s) you are proposing (Weighting x 2)**

Please confirm for the school(s) being bid for that the new school(s) will provide the number of school, nursery and SEND unit places (if appropriate) as outlined in the specification.

If the bid proposes any changes from the specification, please clearly detail the changes and the rationale for them.

**3. Education Vision (Weighting x 3)**

Please provide your education vision and educational ethos for the new school(s), details of the proposed curriculum and the approach to teaching and learning, especially for children with special educational needs and disabilities.

How will the Academy be distinctive in its vision and ethos? Set out your aspirations for the achievement of individual pupils and for the school(s).

Set out details of the experience that pupils will have at the new school(s). How you will evaluate the achievement of all pupils and how you will evaluate the performance of pupils and the school(s). How will you ensure that the curriculum is broad and balanced and engaging? How will you engage with parents?

**4. Education plan (Weighting x 3)**

Outline how the Trust will help to raise the standard of education in the area and contribute to school improvement and how the Academy will support and collaborate with local schools. How will the Trust understand pupils baseline attainment when they start at the school(s)?

Describe your approach to behaviour management, pupil well-being, and attendance and how they link to your education vision.

Set out your strategy for ensuring the needs of pupils with differing abilities are met, especially those with special educational needs and disabilities, looked after children and the gifted and talented. How will you overcome the barriers to learning for the above group of pupils and those from ethnic minorities and from dis-advantaged backgrounds? Provide evidence of how your strategies for supporting the above categories of pupils have been effective?

Provide evidence of where you have effectively used different funding streams to improve children’s outcomes. How will you focus on measuring and improving teaching quality?

**5. Safeguarding and Inclusion (weighting x3)**

Outline how you would keep children safe and work with other agencies to protect vulnerable children and their carers/families.

Outline the strategies that will be used to overcome barriers to learning and achievement for the most vulnerable children, including those with special educational needs and disabilities, who are looked after, in need of safeguarding or are in receipt of Pupil Premium, Sports Premium, Early Years Premium or Service Premium.

There has been a high influx of refugees/guests into Buckinghamshire. If you have worked recently with any specific vulnerable groups, outline the nature of that support.

**6. SEND unit (Weighting x3)**

Two of the new schools will have SEND units for children with either a Communication and Interaction (Autism) or SEMH, designation. If bidding to run one of these two schools, please outline in your application your experience of successfully managing a SEND unit or alternatively how you will gain the experience/expertise to ensure that the unit meets the needs of the children.

If you do not have experience of running a unit provide evidence of where you have successfully supported the inclusion of SEND pupils, including those with EHC plans.

How will you link to the secondary SEND provision that the children will progress to?

**7. Parental demand for a school with a religious character (zero weighting)**

If the Academy will have a religious character, please explain the proposed educational philosophy and evidence of demand in the area for education in accordance with the tenets of the religion.

If the Academy is proposed to have a religious character, explain the extent to which priority for places is proposed to be given to children of the school’s religion or religious

denomination and the extent, if any, to which priority is to be given to children of other religious denominations or to children having no religious denomination.

**8. Links to the local community (Weighting x 2)**

Please demonstrate your understanding of the local and wider community that the school will be part of and describe the plans you have for working in partnership with other local schools and Trusts.

**9. Admission arrangements (Weighting x 1)**

Please provide an indication of the proposed admission arrangements which meet the requirements of the School Admission code and the over-subscription criteria for the Academy.

**10. Capability to deliver (Weighting x 3)**

Please provide evidence of your ability to successfully manage primary schools and of your ability and experience to run the new school(s) including nursery and SEND unit (as appropriate).

Set out the proposed governance structure for the new school(s) and the role of the sponsor in this structure. How will you deliver local community accountability and ensure your vision and ethos for the new school(s) are delivered? What level of intervention do you propose to have for the school(s)?

**11. Staffing the school and recruiting the governing board (Weighting x 3)**

Provide evidence of how staff would be recruited to the school(s) as the school(s) build to capacity. Provide details of the planned overall staffing structure when the school(s), the unit(s) and nurseries are at capacity.

Provide details of how the recruitment of governors will be managed and how you will ensure local community representation and that governors do not advocate extremist views.

Provide evidence that you support UK democratic values including respect for the basis on which UK laws are made and applied: support the Prevent agenda: respect for democracy: support for individual liberties within the law; and mutual tolerance and

respect for those with different faiths and beliefs and how you will ensure the Academy meets these objectives.

**12. Early Years provision (Weighting x 3)**

Provide evidence of your successful history of providing early years/nursery provision. Outline how the early years and nursery provision will be organised and managed.

Include whether the nursery will admit eligible two year olds and extended early education for 3 and 4 year olds (30 hours).

What will be your criteria priority for admission into nursery? Please explain how you intend to offer hours/sessions, the length of day and whether sessions will be offered flexibly to support working parents. Will families be able to purchase additional sessions as childcare?

**13. Extended services (Weighting x 2)**

Set out what extended services will be provided to parents, pupils and the local community and how you will work with other local providers to broaden the offer.

How do you propose to ensure that you make the school(s) attractive to pupils of different backgrounds and abilities, in particular pupils from deprived or disadvantaged families? Will your extended services include nursery age children to support families into work?

**14. Managing the opening of the new school (Weighting x 2)**

Please provide details of how you will work with other agencies to ensure that the necessary infrastructure and systems (including ICT, HR etc) are in place for the opening of the new school(s).

Provide details of the skills necessary in the Trust to open the new school(s) and to enable your vision to be in place. Provide evidence of where you have successfully managed such work before.

**15. Value for money (Weighting x 3)**

Provide evidence of your ability to successfully manage schools.

Provide evidence of the financial expertise in the Trust and details of how you will ensure Value for Money and manage unforeseen circumstances.

Provide as a separate Annex, a detailed financial plan for the new school(s) outlining how the Trust will ensure the school(s) are viable as it/they build up to capacity.

**16. Application submitted by:**

I declare that the details provided in this application are correct at the time of submission.

**Organisation**

…………………………………………………………………………………………

**Applicant’s name and position in organisation**

………………………………………………………………………………………..

**Applicant’s contact details**

Tel no: ………………………………………………………………………………

Email: ……………………………………………………………………………….

**Applicant’s signature**

**……………………………………………………………………………………….**

**Date of application**

**……………………………………………………………………………………….**

**All bids MUST be submitted electronically by PDF file to Paula Campbell-Balcombe, School Commissioning:** **paula.campbell-balcombe@buckinghamshire.gov.uk**

**by 5pm on Friday 9 June 2023.**

**3 signed copies of your bid and Finance Annex must be received at this address by the 9 June deadline:**

**Paula Campbell-Balcombe**

**Buckinghamshire Council**

**School Commissioning**

**1st Floor, Walton Street Offices**

**Aylesbury HP20 1UZ**