



## Social Communication Schools – a collaboration

### AGREEMENT FOR 'FORMAL COLLABORATION' (FEDERATION) BETWEEN CLARE MOUNT, HAYFIELD & ORRETS MEADOW SPECIAL SCHOOLS

#### Purpose and Definition

The federation of special schools is a group of schools working in a Formal Collaborative partnership to serve children on Wirral with a range of special educational needs.

These schools within the Formal Collaboration (Federation) are:

Clare Mount School

Hayfield School

Orrets Meadow School

This partnership exists to improve educational outcomes for the young people attending each school. Its formation builds on a history of successful and informal collaborative working between the schools concerned.

This agreement transfers no powers away from the governing body of any of the schools concerned, nor will it alter any individual school's ethos.

This collaboration agreement is made in the first instance for two years, commencing on 1<sup>st</sup> September 2018. The agreement will be reviewed by the Strategic Board at the start of each academic year.

#### Aims

The partnership's overarching aim is:

**“To improve educational outcomes for the students of all of the schools concerned”**

The partnership aims to achieve this aim by:

- Using close collaboration between the schools to provide a wider range of educational opportunities to students.
- Improving transition arrangements between schools by closer joint working and recognition of the inclusive 4-18 provision across the Collaboration
- Improving outcomes for disadvantaged students, for example those eligible for the pupil premium and those looked after, by early identification and cross phase support and by sharing all types of expertise
- Improving the support and training opportunities available to staff at all levels, and to governors by networking and joint training.
- Taking advantages of economies of scale that may be available to such a group of schools.



## **Governance and Management**

The schools agree to set up a Joint Committee (Strategic Board) to oversee the strategic direction of the Collaboration.

The Joint Committee will consist of:

- the Head teacher of each school;
- the chair of governors of each school;
- the vice chair of governors of each school.

This will ensure an appropriate range of skills and governor categories are represented on the Joint Committee.

The Joint Committee will, at each meeting, elect one of its members as Chair and will meet at least three times a year.

At the first meeting a protocol for working arrangements will be agreed. This protocol will be reviewed annually. This protocol will include matters such as confidentiality and communication.

### **The functions of the Joint Committee are:**

- To set overall aims and targets for the group and to monitor progress against them.
- To secure an appropriate development plan and to monitor progress against it.
- To support meetings of the Headteachers' Group and working groups.
- To make recommendations for action to the governing bodies of the individual schools.

### **Powers of the Joint Committee**

The Joint Committee has no legal powers; any decision requiring approval at governor level would need to be taken back for approval to the boards of governors of the individual schools.

Any approach from another school wishing to join the partnership will be discussed at the next meeting of the Joint Committee.

### **Shared Staff**

It is not possible for the Collaboration of schools to employ staff directly.

It is possible to make an agreement to share a member of staff employed by one school with the others in the group in return for reimbursement of costs.



### Administrative Support

A Clerk to the Joint Committee will be appointed at each meeting.

The Clerk to the Joint Committee will:

- Ensure that dates for all meetings and joint events are circulated
- Send out invitations to meetings and joint events
- Compile and sends out agendas for meetings
- Ensures that minutes are produced distributed and filed for all meetings.

### Headteacher Group

The Headteacher Group will consist of the head teacher of each of the schools concerned, and will meet six times per year. One of these meetings will include governors and form the second Joint Committee meeting.

The Headteacher Group will be responsible for the day to day leadership of the Collaboration. The Headteacher Group will be chaired by Headteachers in rotation.

### Working Groups

Working Groups will be set up in response to a particular issue, or to meet the requirements of specific objectives detailed in the development plan.

Each working group will be chaired by one of the Headteachers and may have a membership of Headteachers or Headteachers and Governors as appropriate. Meetings will take place in line with the agreed calendar.

Signed: <u></u>	Signed: <u></u>	Signed: <u></u>
Date: <u>08/03/19</u>	Date: <u>28/3/19</u>	Date: <u>16/4/19</u>
Name: <u>IAN PATTEN</u>	Name: <u>BREDA DUTTON</u>	Name: <u>JOHN WREE</u>
School: <u>ORRETTS MEADOW SCHOOL</u>	School: <u>CLARE MOUNT SCHOOL</u>	School: <u>HAYFIELD SCHOOL</u>