

## **Assessment Criteria**

Applications to promote an Academy or Free School will be assessed using the following criteria.

### **Strategic Vision**

#### **Section B of the Application Form**

**We will be using one criterion to assess this section of your application.**

**B1: Provide a clearly focused, coherent vision that underpins the application with a compelling rationale for establishing the school.**

You must:

- Set out clearly why you are seeking to promote the school;
- If you already have more than one school please provide a brief overarching vision for your Trust and your planned expansion strategy (including how many schools you plan to have in total, geographical spread and timescales.
- Identify any particular ethos you wish your school to have (including any religious or other beliefs);
- Identify how your vision and ethos (including any religious or other beliefs) are reflected in the education plan and the curriculum; and
- Set out your aspirations for the achievement of individual pupils, and the school as a whole, demonstrating your commitment to achieving outcomes and rates of progress above national expectations.

### **Education Plan**

#### **Section C of the Application Form**

**We will be using four criteria to assess this part of your application.**

**C1: Provide an ambitious and deliverable curriculum plan which is consistent with the vision and pupil intake.**

- Demonstrate that your proposed curriculum will be deliverable;
- How for primary schools, a broad and balanced curriculum will include, but not be limited to, the core subjects of English, mathematics and science and will support progression to secondary education as well as complying with the EYFS for nursery and reception classes; and
- Outline the length of the school day, including any enrichment time, making a distinction between compulsory and voluntary activities such as breakfast clubs, sports clubs, homework clubs and music/art clubs.

We will also assess the quality of the curriculum plan by how far it demonstrates that you have:

- An understanding of the expected pupil intake and their needs;
- A rationale for the type of curriculum proposed which is consistent with the vision. Please explain how it meets the needs of the expected intake, whilst having an ambitious approach to meeting those needs. *If you are proposing to*

*teach something other than the national curriculum, please reference evidence (where it is available) which demonstrates that it is a good and successful model (e.g. results of academic research);*

- The intention, as an inclusive school, to work with the LA's Local Inclusion Forum Teams (LIFT); and
- A strategy to promote pupil wellbeing, including through pastoral care and strategies for tackling bullying.

**For the nursery class element of the free school, that you have considered;**

- Where appropriate, offering the local authority funded early education flexibility to meet the needs of working parents; and/or
- Including provision for disadvantaged 2 year olds.

**C2: Detail how you will measure pupil performance effectively and set challenging targets.**

- Describe how you will establish a baseline of students' current level of attainment (including external validation of this) and put in place an assessment and data tracking system that will allow pupil performance to be monitored and continuously improved;
- Have ambitious and realistic targets for pupil performance, behaviour and attendance, explaining why they are suitable to measure the delivery of your education vision, and what your strategy will be to achieve them.
- Describe the proposed success measures for individual pupils and the whole school, including teaching;
- Describe your strategy to assess and meet the needs of all pupils including looked after children, those requiring literacy recovery/intervention (including English as an additional language), the most able those with differing degrees of SEN and disabilities, and pupil premium;
- Explain how you will review success measures and targets regularly to improve the school's performance. This could include benchmarking assessment data with other relevant schools.
- Outline the targets that are proposed, why they are suitable to measure the delivery of your education vision, and what your strategy will be to achieve them;
- Explain how these success measures will be monitored, reviewed and reported, including your plans to develop pupil assessment and tracking systems; and
- Explain how pupil progress will be reported to parents/carers, how their views will be gathered and how parents/carers will play an active role in improving their child's progress.

**C3: Outline a staffing structure that will deliver the planned curriculum within the expected income levels with a focus on outstanding teaching (including strategies for effective performance management) and a commitment to children.**

- Set out plans showing an appropriate and phased build-up of staff in line with planned pupil numbers and financial resources;
- Describe the final staffing structure and show how it is sufficient, affordable and appropriate to deliver the education vision and plan; and
- Set out the structure of the senior leadership team, middle leaders, teaching staff and any non-teaching support staff, as well as a clear description of their roles and responsibilities, both in the build-up phase and when at full capacity.
- Show how you would focus on measuring and improving quality of teaching;
- Tell us whether you intend to use any of your existing staff in the new school(s) and if so how will this work in practice;
- Demonstrate that at less than full capacity, your staffing structure is sufficiently flexible to respond to reductions in funding and can still deliver a sufficient curriculum, including an overview explanation of how you would approach making savings; and
- State whether you intend to run the Nursery Provision or to work with a PVI provider. If you intend to run the nursery please provide a separate staffing structure and the qualifications of the staff.

**C4: Outline how the school will be welcoming to pupils of all faiths/world views and none. All applicants must demonstrate:**

- That the school will be welcoming to pupils of all faiths/world views and none; and show how the school will address the needs of all pupils and parents;
- How the curriculum will be broad and balanced and prepare children for life in modern Britain including through the teaching of spiritual, moral, social and cultural (SMSC) education. Consideration must be given to relevant issues, for example how the school will teach PHSE, adhere to the Prevent Duty and have appropriate policies on safeguarding and welfare;
- How the school will promote fundamental British values of democracy, the rule of law, individual liberty, and mutual respect and tolerance of those with different faiths and beliefs;
- How the school will aim to attract pupils from different backgrounds and different communities so that they all feel welcome and play a full and active role in the school; and
- How the school will aim to encourage pupils from different communities, faiths and backgrounds to work together, learn about each other's customs, beliefs and ideas and respect each other's views

**In order for us to assess your application for a school with a religious ethos or religious character or a distinctive educational philosophy, please also provide a brief explanation of how the school's religious ethos or character will be reflected in the curriculum. This should include:**

- the proportion of the school's timetable devoted to religious education and other subjects that include some faith-based teachings or use faith-based materials;

- how the planned approach will help to prepare children for life in modern Britain;
- elements of subjects that could overlap with faith teaching (for example, if a proportion of language teaching includes faith-based material);
- what time will be devoted to worship, reflection time and prayer and how this will be inclusive to pupils of different faiths or none;
- How you will ensure that the school will be welcoming to pupils of all faiths and no faith, and show how the school will meet the needs of pupils of other faiths and no faith.
- How the school's religious character or ethos will be reflected in the curriculum, including what percentage of your timetable will be devoted to religious education and other faith-related subjects and why this percentage is appropriate. Please set out what alternatives will be available for pupils not of the faith or of no faith;
- A brief summary of the alternatives to prayer and religious study that will be available for pupils of a different faith or no faith;
- How you think school policies will impact on these pupils. You will need to consider uniform and the wearing of religious symbols, the school meals you will provide and whether there will be dietary requirements, your religious education curriculum and the arrangements for collective worship and the criteria for staff appointments; and
- Information about engagement and consultation with diverse local community groups, faith authorities and parents demonstrating how you will seek to attract pupils of different faiths, no faith and backgrounds to the school.

### **Specialist SEND Provision**

#### **Section D: Set out a strategy for delivering or supporting specialist provision for pupils with Autistic Spectrum Disorder.**

- Outline your experience of supporting pupils with significant learning needs including ASD; and
- Describe your capacity to provide a high quality and inclusive education for pupils with ASD in a setting that will be a model of excellence for other provisions

Or

- Outline how you would work collaboratively with Wyvern School to support the work of a satellite unit in providing an inclusive education for pupils with ASD

### **Capacity and Capability**

#### **Section E of the Application Form**

**We will be using three criteria to assess this part of your application.**

**E1: Demonstrate how the promoter will work with and for the local community and is committed to work for the benefit of the wider education community.**

**Proposers need to demonstrate/provide details on:**

- Your understanding of the community that the Academy will serve and how your education plan addresses the needs of that community;
- How you will make the school attractive to pupils of different backgrounds and abilities. This should include pupils from deprived or disadvantaged families;
- Arrangements for home to school partnerships and communications to ensure parents are fully engaged in all aspects of their child's development and achievement;
- How you will demonstrate your commitment to working collaboratively with other schools and in close partnership with Kent County Council;
- Arrangements you will put in place to make the building and facilities available to the local community outside of school hours; and
- How you will work in partnership with stakeholders such as the Chilmington Green Community Trust, the developer, Ashford Borough Council and Kent County Council to develop a sustainable community in Chilmington Green.

## **E2: Demonstrate the necessary experience and credentials to deliver the school to opening**

If you have written confirmation from your RSC saying how many free schools you currently have the capacity to open, please include a copy as well as providing the following:

- Who will be in charge during pre-opening and provide their CV;
- Set out plans for recruiting your school's principal (head teacher) and the role you envisage him/her playing in the pre-opening phase;
- Set out your plans for recruiting and developing high quality members of staff;
- Show that you have identified the educational resources, people and skills that you will need to set up and operate a school;
- Show that you have identified the resources, people and skills that you will need to set up arrangements for and undertake the financial management of a school;
- Show that your group has identified other relevant expertise, such as individuals or organisations with successful experience of setting up a new organisation or business, school governance, human resources, ICT, property/construction, marketing and project management;
- Set out clear and detailed plans for identifying and securing any necessary expertise currently missing from your group;
- Confirm sufficient time commitments to the project from relevant individuals; and
- Explain how work on this school will be balanced against the development of others if your group is seeking to establish more than one school.

## **E3: Outline a governance structure, and roles and responsibilities that will ensure accountability and effective decision making in this academy trust and drive improvement in the new free school.**

If you have a letter or email from your RSC confirming your governance arrangements are robust, please include a copy as well as providing the following:

- Tell us about any individuals you have already identified as prospective governors and their relevant skills and expertise;
- Describe how you will identify and appoint committed governors with the necessary skills to oversee both the establishment and running of a school;
- What changes, if any, you need to make to your existing governance structure, roles, and responsibilities, or schemes, or delegation in order to ensure your trust continues to exercise strong accountability for your free school(s) both before and after they open, and for the rest of your trust; and
- Include a brief description of any specific conflicts of interest and an explanation of how you intend to manage them. Declare any financial transactions that are likely to take place between any member/trustee (or a connected party/business) and the academy, the nature of the transaction(s) and that they will comply with the 'at cost' principles set out in the Academies Financial Handbook.

We will assess the quality of your plans to manage conflicts of interest (if any) and whether any changes you are proposing will help ensure your trust continues to exercise strong accountability.

If you don't have a letter from your RSC you will also need to provide the information below:

- A diagram, in line with accepted academy trust models and in line with the Academies Financial Handbook, showing your proposed governance structure, including lines of accountability between the company members, the school's trustees, any local governing bodies or committees and the school's senior leadership team. The governance structure should cover all elements of the proposed school, including nursery, where applicable;
- A brief explanation of the roles and responsibilities of the company members, the trustees, any proposed committees and the principal;
- A strategy for avoiding and minimising conflicts of interest and for securing independent challenge to members and trustees;
- A plan to recruit and train any high-quality individuals you need, particularly those with education, school governance, and finance expertise (this will apply to your whole trust board if you do not yet have one; if you already have a governing body / trust board you should set out how you plan to recruit and train high quality individuals for any skills gaps you may have); and
- We will also consider the proposed size and structure of your board of trustees and whether it will enable effective decision making

**You must:**

- Clearly describe in both writing and in a diagram the structure, lines of accountability and methods of escalation between the company members, the school's directors (who also act as governors and trustees) and the principal;
- Clearly define and set out the respective roles and responsibilities of the company members, the directors (who also act as governors and trustees), any proposed committees and the principal; and

- Set out your protocols for avoiding and minimising conflicts of interest, confirming any you have already identified, and for securing independent challenge to executives.

## **Financial Planning and Viability**

### **Section F of the Application Form**

**We will be using one criterion to assess this part of your application.**

**F1: Provide accurate financial plans that are consistent with the rest of the application and based on realistic assumptions about income and expenditure.**

**You must:**

- Set out your views on the key financial challenges you might encounter and how you will seek to address these;
- Briefly detail the systems you would put in place to ensure that the school's finances are properly managed;
- Outline your assumptions in estimating the income and expenditure for the school, and confirm which benchmarking data you have used;
- Explain any unusual items of income and expenditure in the financial plans;
- Show that you have allowed for unforeseen contingencies; and
- Demonstrate that any third party income you have included is realistic and achievable.