**Hertfordshire County Council**

**Free school presumption:**

**HCC Adapted Annex B**

Application form for proposers applying to establish new ‘presumption’ school in Buntingford

September 2020

# Overview

This application form should be used, in conjunction with the published specification for the new school and the ‘free school presumption’ advice, to apply for a new school via the presumption route – ie where a local authority has invited proposals to open a new school. This new school would be deemed a free school. You should use this form to provide all the necessary information and evidence for your proposal.

Furthermore, applicants should note that Hertfordshire County Council will be applying weightings in its assessment of applications, including at the interview stage. These weightings have been set out on the amended Department for Education, Free School Presumption, Annex C criteria that accompany this application form and specification for the new schools.

If you would like further information or wish to discuss your application, please contact the local authority using the contact details set out in the specification.

Please note that the LA led free school presumption is a different route to the DfE’s free school programme. Further information about how to establish a new school via the free school programme route can be found at: <https://www.gov.uk/government/collections/opening-a-free-school>

**Please return your completed application form to the address set out in the local authority’s specification and within the specified deadline.**

As part of the Free School Presumption process, the County Council is required to undertake due diligence checks on potential Sponsors who submit applications to run the new first school in Buntingford. These will include checks on the credentials of the Trust’s Board and senior team. These checks may include, but are not limited to: internet searches to review any press articles individuals may have appeared in; Companies House search of directorships currently or previously held; searches on [www.gov.uk](http://www.gov.uk)for any letters written to the Trust and individuals from Ministers regarding issues relating to the Trust and the personal conduct of those involved in the Trust e.g. Financial Notice To Improve and/or letters regarding CEO pay. The purpose of the checks is for the Secretary of State to be satisfied with the suitability of applicants to set up and run a school thus enabling them to decide whether or not to enter into a funding agreement with any potential Sponsor. The County Council will also seek advice from the Department for Education and the Regional Schools Commissioner as to whether there are any issues that may impact on the Trust or individual’s suitability to sponsor these schools.

Sponsors should note that the content of their applications will only be used in connection with this competition and subsequent appointment process by:

* Officials working for the County Council in its Children’s Services Department
* Officials engaged by the County Council to provide specialist input to inform or assist with the decision making process
* Officials involved with the process at the Department for Education and the office of the Regional Schools Commissioner.

Information will not be passed onto any other third party.

Any proposals put forward by organisations which advocate violence or other illegal activity will be rejected. In order to be approved, proposals should demonstrate that they would support UK democratic values, including respect for the basis on which UK laws are made and applied; respect for democracy; support for individual liberties within the law; and mutual tolerance and respect. In order to enable the Secretary of State to take an informed decision, the department may ask proposers to provide additional information about themselves and to consent to checks being carried out.

**[INSERT NAME OF PROPOSED SCHOOL AS IDENTIFIED IN THE SPECIFICATION]**

**An application to establish a new [first] free school in [area], [name of local authority] to open in [month, year].**

## Section A – Applicant Details

Name of organisation.

Contact details (name, email address, phone number, and postal address).

How would you describe your organisation?

When did you become a DfE approved sponsor?

Do you currently run any existing schools, academies or free schools? If so, please give details, including the most recent Ofsted and attainment data for each.

Did you put this application together with support from another company or organisation? And if so, please provide details about this organisation.

## Section B – The School

Please explain how your organisation’s knowledge and experience of the local area would be used to inform your plans to establish this particular school.

## Section C – Vision

Please explain your vision and how it meets the requirements in the published specification.

## Section D – Education Plan

Please explain how your educational offer/curriculum plan meets the requirements in the published specification.

## Section E – Capacity and Capability

Please explain and provide evidence of how your organisation would meet the requirements in the published specification.