

Advice on statutory processes

Schools and MATs may propose changes to the characteristics of a school through the school organisation 'prescribed alterations' process (for maintained schools) or significant change process (for academies). Examples are:

- a change of age range;
- physical expansion of premises (including onto a satellite site);
- a change of school type (for maintained schools);
- transfer of site or discontinuance of a split site;
- co-educational to single sex or vice versa; or
- changes to SEND etc.

Through the opening and closing a maintained school process and significant change process for academies proposers may also propose additional changes, such as:

- closing a school (including to facilitate a merger or amalgamation of schools);
or
- to add, change or remove religious character.

The steps that proposers need to follow for making prescribed alterations or open or closing a maintained are set out in statutory guidance provided by the Department of Education (DfE).

The administrative requirements for completing the necessary paperwork can be onerous for busy schools. The Schools Team can provide advice on the process for making a change to school organisation and if required compile the business plan and publish the necessary consultation documents on behalf of the school. We have a large amount of experience in this area having completed numerous changes to maintained schools over the past 15 years. If your school or MAT are considering any organisational changes and would like further assistance the Team can provide comprehensive support at a reasonable cost.