**New School Proposal Form**

**Application for a new Primary School to serve**

**Valley Park, west of Didcot**

This application form should be used in conjunction with the published specification for the new school and the ‘free school presumption’ advice published by the Department for Education - see [Establishing a new school: free school presumption - GOV.UK (www.gov.uk)](https://www.gov.uk/government/publications/establishing-a-new-school-free-school-presumption)

Applications will be assessed against their ability to meet the following broad criteria:

* the quality of the places being added into the system, based on the proposer’s vision and educational track record;
* the experience and expertise the proposer can bring to the task of delivering their proposal to time and on budget.

**Applications should be received by midday on 25 October 2024.**

Only electronic copies of applications are required, but you should take care to ensure that all documents are formatted to print clearly. If you need to submit any documents in a different format, please contact us for delivery details.

Further information is available from, and applications should be sent to:

[school.planning@oxfordshire.gov.uk](mailto:school.planning@oxfordshire.gov.uk):

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**An application to establish a new Primary School to serve Valley Park, west of Didcot, intended to open in September 2026**

**SECTION A – APPLICANT DETAILS**

**Proposer organisation(s) – where applying jointly, outline respective roles**

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| **Lead organisation** |  |
| **Other organisations, if any** |  |

**Contact details**

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| --- | --- |
| **Details of main contact** | Name:  Email:  Telephone:  Address: |
| **Alternative contact** | Name:  Email:  Telephone:  Address: |

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| **When did you become a DfE approved sponsor? Does the Trust have DfE approval to expand?** |
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| **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.** |
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| **Summarise the experience and expertise of the organisation(s) in delivering complex projects on time and to budget.** |
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**SECTION B – THE LOCAL CONTEXT**

| **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.** |
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**SECTION C – THE SCHOOL**

| **Please explain your vision and how it meets the requirements in the published specification.**  **If your proposal differs in any way from the requirements set out in Section C of the specification, please detail how and why this is the case.**  **Summarise your planned admissions arrangements, and explain how you will manage the growth of the school, given the uncertainties relating to growing a new school to meet the needs of housing development.**  **Set out your plans for operating a successful SEND Resource Base within the school.** |
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**SECTION D – REQUIRED OUTCOMES**

Please provide details of how your organisation would meet the requirements in the published specification.

| **D1: Curriculum & education** |
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| **D2: Measuring performance** |
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| **D3: Staffing & management – please attach an organogram showing the proposed staffing structure each year until the school is at full capacity. Please also state if you intend to use any of your existing staff in the new school and if so, how this will work in practice.** |
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| **D4: Ensuring inclusivity, safeguarding and strong communities** |
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**SECTION E – CAPACITY AND CAPABILITY**

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

| **E1: Experience and credentials** |
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| **E2: Governance – please include a diagram showing your proposed governance model, including lines of accountability.** |
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**SECTION F – FUNDING AND COSTS**

You should submit a robust financial plan for the school, covering the period until the school is operating at full capacity. You should detail your contingency planning should pupil intakes grow slower than expected, given the inevitable unpredictability of future housing delivery. This plan could be in the form of the DfE’s School Financial Template, or similar tool.

**SECTION G – OTHER INFORMATION**

| **If you would like to provide any further information to support your proposal, please do so here.** |
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