

Oak Hill Church of England Primary School

Prescribed alteration to a maintained school

Statutory Process Timeline 2022 - 2023



Pre-statutory process timeline:

March to

September 2022:

Preliminary engagement with stakeholders regarding proposed prescribed alteration

- 07/03/22 – Chair of Governors & Headteacher instructed by School's Governing Board to meet with representatives from Gloucestershire County Council and Gloucester Diocese to consider viability of moving school to one site
- 21/03/22 – Board of Governors resolved to consult stakeholders on one site trial proposal
- 07/04/22 – Informal consultation period commenced
- 27/04/22 – Public consultation event hosted by School
- 06/05/22 – Informal consultation period closed – trial approved by stakeholders and Board of Governors
- September 2022 – Whole school on one site trial commences

January 2023:

Engagement with stakeholders seeking views on the success of the trial move to one site to date

- 13/01/23 – Survey issued to all stakeholders (digital & paper)
- 22/01/23 – Survey closed. 100 % of respondents support remaining on one site. Engagement levels were 76% of families; 80% of staff; 75% of governors and 50% of parish councils.
- 30/01/23 - Results shared with Board of Governors
- 31/01/23 – Ofsted monitoring visit concluded

Prescribed Alteration Proposal - Statutory Process Timeline:

- **14 February 2023- Stage 1 – Publication of statutory proposal notice**
Publication of statutory proposal notice by Oak Hill CE Primary School's Board of Governors
- **14 February – Stage 2 – Formal consultation period commences**
Four week representation period for formal consultation as set out in the 'Prescribed Alterations' regulations. *NB: Timescale expanded from statutory minimum of four weeks due to school half term holiday between Monday 20 and Friday 24 February 2023.*
- **6 March 2023 at 6pm – Stage 2 – Public meeting during formal consultation period**
Public consultation meeting hosted by Board of Governors in the Alderton School Hall
- **Midday on 21 March 2023 – Stage 2 – Formal consultation period ends**
- **On or before 31 March 2023 – Stage 3 – Decision making process commences**
The Board of Governors to submit its statutory proposal to Local Authority Gloucestershire County Council for a final decision on or before 31 March 2023
- **On or before 31 May 2023 – Stage 3 – Decision making process concludes**
The Local Authority must decide on the proposal within two months of its submission
- **On 31 May 2023 – Stage 4 Referral where no Local Authority decision made**
If no decision made by Local Authority within two months, they must refer the Board of Governors to the school's adjudicator for a decision
- **By or before 28 June 2023 at the latest – Stage 4 Referral where a Local Authority decision is made**
If a decision has been made by or before 31 May 2023 by the Local Authority, any referral to the school's adjudicator must be made within four weeks of the date of the Local Authority's decision
- **Stage 5 - Implementation**
If the proposal is approved, the whole school on one site trial period commenced in September 2022 shall be made permanent. The building and land from which the School operated its Dumbleton site will be returned to the lessor and the school released from all of its associated obligations. The Local Authority, Gloucestershire County Council and Gloucester Diocese will undertake the operational management of this final implementation process and assume full responsibility for its completion to the mutual satisfaction of all parties.