



**Worplesdon  
Primary School**

Envis Way, Fairlands,  
Worplesdon, Guildford  
Surrey, GU3 3NL



1<sup>st</sup> July 2022

Dear Parents / Staff,

### **An update: Proposal to federate Wood Street Infant School & Worplesdon Primary School**

#### **Decision made to federate**

As you know, it is the shared belief of the Governing Bodies of both Wood Street Infant School & Worplesdon Primary School's that a federation of the two schools is in the best interest of the children.

In line with best practice, we have led a six-week consultation process with the community which closed on Wednesday 8<sup>th</sup> June. We are delighted to inform you that there has been overwhelmingly positive feedback towards our proposal with no opposition. Alongside the consultation process, governors and senior leaders at both schools have carried out due diligence and have reported to both governing bodies that they are satisfied with the results.

As a result, we are delighted to inform you that Governing Bodies of both Wood Street Infant School & Worplesdon Primary School's have decided to proceed with the federation.

#### **Creating a federated governing body**

On the federation date 20<sup>th</sup> September 2022, the governing boards of each school will dissolve and a new governing board will be formed the following day. This governing body will be structured based on the current Federation Regulations which clearly states that the governing body will consist of a LA appointed governor, two parent governors, one staff governor, the ex-officio head teacher and 8 co-opted governors. The co-opted governors can be any member of the local community with the appropriate skill set; the 'governor skills audit' will assist in informing selection.

In the lead up to forming a new federated board, we need to seek nominations from parents and staff. In line with best practice, we are asking for all nominations to be given to [mbradley@worplesdon.surrey.sch.uk](mailto:mbradley@worplesdon.surrey.sch.uk) by 15<sup>th</sup> July (10 school working days from today). Once nominations have been received, we will run an election for ten working school days from 2<sup>nd</sup> to 16<sup>th</sup> September with results announced on 19<sup>th</sup> September. Please see attached further details regarding the role of a governor, nominations and elections.

With parent and staff governors secured, an independent consultant for governance will lead the LA appointed governor (Pauline Alexander), the ex-officio head (Kareen O'Brien), the two parent governors and one staff governor through the process of co-opting the rest of the governing body in line with instrument of governance and with reference to the skills audit.

Finally, thank you for your continued support. We look forward to receiving your nominations in due course. In the meantime, if you have any further questions or comments about the process, do not hesitate to contact Kareen O'Brien ([kobrien@worplesdon.surrey.sch.uk](mailto:kobrien@worplesdon.surrey.sch.uk)).

Yours sincerely,

D Cook  
Chair of Governors at Wood Street Infant School

S Pitman & D Philpot  
Co-Chairs of Governors at Worplesdon Primary School

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