



Becoming an Academy: a Practical Guide to Conversion

John Dwyer – Deputy Director - School Organisation and Effectiveness

Mark O'Connell – Academies Project Lead



Diocesan Academy Strategy

- Announcement July 2016
- *“It is the expectation of the Archbishop and Trustees that all Catholic schools under the Trust Deed will, in time, convert to Academy Status.”*
- Formally uniting Catholic Education across academies in a sustainable school improvement structure



Rationale

- A family of Catholic schools that work together to deliver the Catholic mission of education
- Capacity to respond to the challenges of securing, protecting and improving Catholic Education together
- Schools united to achieve a shared high quality education securely rooted in a common mission



The Model of a Multi Academy Company

- A family of Catholic schools with a minimum of two secondaries and feeder primaries
- Continued oversight by Local Governing Bodies and overseen by a Board of Directors
- The Catholic character and ethos of each school is protected by a binding legal framework of conversion documents



Archdiocese of Birmingham Academies

- 25% of all Catholic schools Nationally
- Nottingham and Middlesbrough have all converted
- 43% of schools and 46% of the pupils in Birmingham

Date	Academies	MACs
October 2014	57	11
April 2015	77	15
September 2018	102	17
January 2020	135	18

- January 2020, 57% of schools and 63% of pupils will be in a MAC



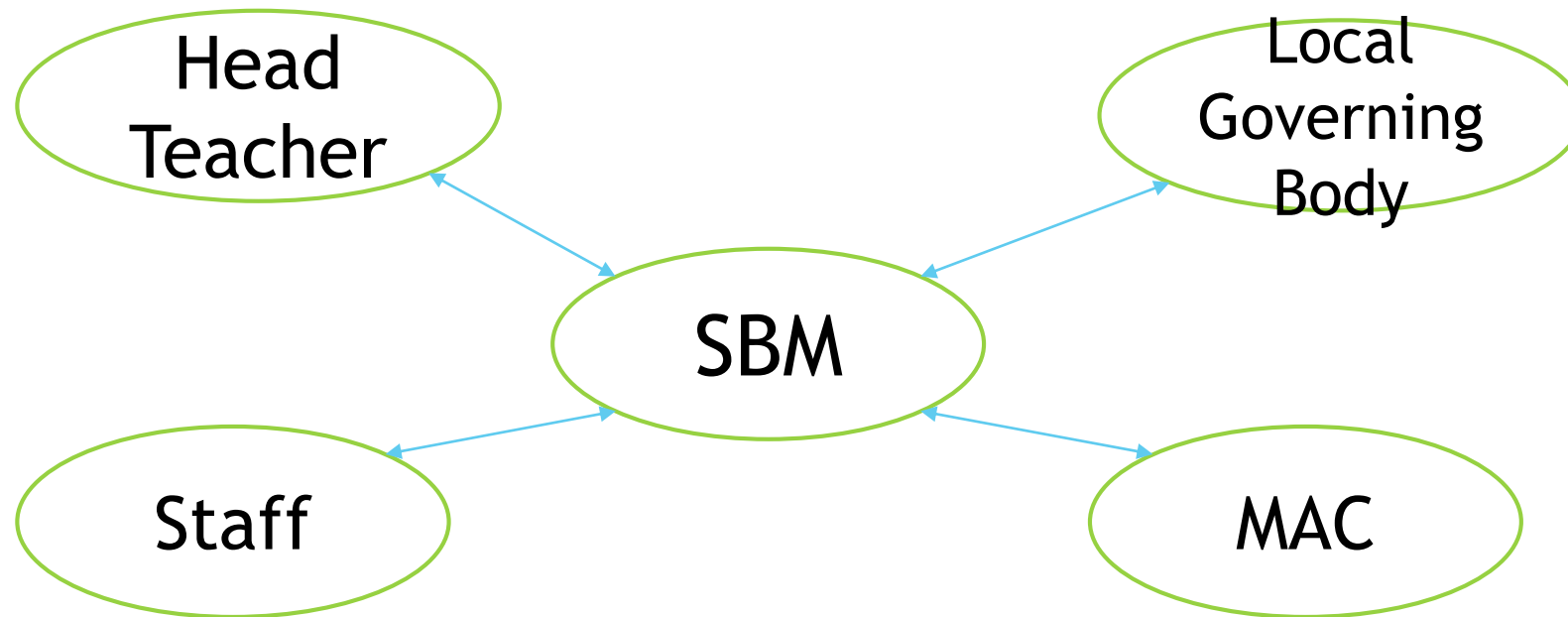
The Future

By September 2019 and September 2020

- All schools have their groupings agreed by the DES
 - September 2019
- All schools converted or ready to convert
 - September 2020
- Creation of greater capacity through the development of larger MACs
- There is likely to be 15 – 17 MACs in total across the Diocese by September 2020



The SBM





Supporting the LGB

- Terminology – Articles; MFA ; SFA ; CSA;
- Consultations – Parents, Parish, Staff
- Processes – Planning / Governance /
Scheme of Delegation / Budgeting



Supporting the Headteacher

- Staff and Parent Consultation
- Pension queries
- Contracts / SLAs
- Governance
- MAC Financial scheme of delegation /
Academies Financial Handbook



Supporting Staff

- Go to person
- Contracts and TUPE
- Pensions
- Communication
- Training on new systems / procedures



Supporting the MAC

- Information about your school
- Contracts - commercial, SLAs and Personnel
- Steering Group Meetings
- Input / support in developing new systems
and procedures



Process

- So where to begin:
- Church Market Place
- Academy Conversion Toolkit



Jenny Williamson



- Academy Toolkit
- Horizon Tasks



Due Diligence

- Financial - yours and theirs
- Performance across the MAC, strengths and weaknesses
- Leadership - forecast changes / capacity
- Personnel – vacancies, restructuring, CPD, ALL staff



Due Diligence

- Budget deficits
- Managed as an LA; deficit transferred to ESFA;
- Deducted from MAC monthly income
- If too large, cannot join the MAC until under control



Agreement

- Due Diligence
- Discussions with other schools / MACs
- Agreement from LGB / MAC / DES
- Consultation Parents / Parish / Staff
- Inform LA



Preparation

- Steering Committee / Shadow Board
- Sub committees for Performance / Finance, Legal and Systems
- Project Lead
- Submission to DfE for approval; receive £25,000



Planning

- Engage Approved Partners, Legal, Audit, Financial, Payroll, HR, SLAs
- Develop Schemes of Delegation / Procedures / Training
- Prepare contract details for CTA
- Land checks with LA / DES / SOLICITORS



Final Steps

- TUPE
- Governance arrangements
- Financial Scheme of Delegation
- Completion of MFA, SLA, CTA, CSA
- Convert



Post Conversion

- Welcome Pack for New Academies
- FMGS 36 – 39 Questions
- Academy Land and Building Collection Tool
- Asbestos Management Assurance Process
(AMAP)



QUESTIONS



Guidance

- Links to DES and DfE due diligence Guides
- https://www.bdes.org.uk/uploads/7/2/8/5/72851667/des_due_diligence_guidance.pdf
- https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/778091/Due_diligence_best_practice_guide.pdf
- Link to DES Associated Guidance on Conversion
- https://www.bdes.org.uk/uploads/7/2/8/5/72851667/associated_guidance_becoming_academy_ready_and_moving_forwardseptember2016.pdf
- Link to DES Professional Partners
- <https://www.bdes.org.uk/professional-partners.html>
- Link to other Academy documents
- <https://www.bdes.org.uk/academies.html>