

ACADEMY CONVERSION – INITIAL OUTLINE TIMELINE TYNEDALE PARTNERSHIP OF SCHOOLS

Suggested timetable for the application and conversion process – provides an example if seeking 1st January 2018 conversion date. Dates subject to confirmation from DfE.

- Governing Body at each school agrees to commence consultation. COMPLETE
- Consultation process each School undertaken. 26th May 2017 to 7th July 2017 COMPLETE
- Appointment of legal representation. July / September 2017 COMPLETE
- Governing Body at each school meets and decides whether or not to submit application to DfE and Diocese. 17th July 2017 COMPLETE
- Recruit directors. July – September 2017
- Submit applications to the DfE and Diocese. July 2017
- Head Teacher Board meeting and Academy Orders issued. Possibly September 2017.
- Receipt of conversion grant. Upon receipt of Academy Order (September 2017?)
- Formal TUPE consultation. September – November 2017
- Procurement of FMS. September 2017.
- Governing Bodies attend a presentation from legal advisors on the role of a member / director / governor on 27th September at 6pm 2017 at Prudhoe High School.
- Procurement of banks. October 2017.
- Procurement of Auditors. November 2017.
- Due diligence. Ongoing: June – November 2017
- Appoint CEO/FD Autumn term 2017
- 3rd November 2017 – DfE Deadline for all land information to be submitted along with draft memorandum and articles of association (for 1st January conversion)
- 1st December 2017 – DfE Deadline to confirm commercial transfer agreement has been agreed and that leases have been agreed (for 1st January conversion)
- Governing Body at each school meets to consider all due diligence information and decide whether or not to convert. Last week in November 2017
- 5th December –DfE Deadline – Submit signed Funding Agreements, Articles of Association and any supplemental agreements (for 1st January conversion)
- 14th December 2017 –DfE Deadline for submitting bank account details (for 1st January conversion)
- 1st January 2018 – Academy status achieved

nb it is intended that all stakeholders will be formally updated at key points during the conversion process (Avec to advise).