

**Free Schools - Proposal Form**

The Proposal Form asks you for details on the educational aims and objectives, parental demand and premises of the proposed Free School. It also asks questions about the suitability of the provider(s) involved. All new Free Schools will be opened with the same legal status as Academies, in a binding agreement with the Secretary of State.

Please note, all information provided in this form will be published on the Department for Education website.

**INITIAL DETAILS**

**Name** (Please specify if you are the nominated representative of an organisation that wishes to set up a Free School)

██████████ (I'm the ██████████ of a 500-strong group of parents and teachers hoping to set up a Free School in the London Borough of Ealing)

**Name of your organisation**

The West London Free School Foundation Trust

**Address** (of organisation or individual)

██████████, London ██████████

**Email Contact**

██████████

**Telephone Number**

██████████

**Are you an existing independent school wanting to convert to a Free School?**

No

**If yes, please provide your 6-digit school unique reference number (URN)**

**If no, please confirm the nature of your organisation** (educational group / charity / business / parent group etc)  
Parent group seeking charitable status

**Please confirm whether your organisation is incorporated** i.e. set up as a Company which is registered at Companies House. If so, please provide the Company Registration Number, Company Address and details of the Directors and Secretary. If not, please indicate the approximate date by which it will be incorporated.

<input type="checkbox"/> <b>Yes, our organisation is incorporated</b>  Company Registration Number:  Company Address:  Details of Directors and Secretary:  <input checked="" type="checkbox"/> <b>No, our organisation is not yet incorporated</b>  Approximate date by which it will be incorporated:
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**In which Local Authority area will the school be based?** If you are near to a LA boundary, please include name of neighbouring LA(s)

Local Authority Ealing  Neighbouring LAs Hounslow, Brent, Hammersmith and Fulham
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**Is your Local Authority aware of your intention to set up a Free School?**

**Yes**

(If Y please give details of your discussions with them so far)  
Numerous meetings have taken place between members of my group and officers and members of Ealing Council, one of which was attended by several officials from the DCSF (November 19, 2009). [REDACTED], who until recently was the [REDACTED], welcomed our proposals, as did [REDACTED], the [REDACTED]. Labour regained control of the Council on May 6 and [REDACTED], the new [REDACTED], has asked [REDACTED], an [REDACTED], to prepare a report for cabinet on our group's proposals. To that end, I met with [REDACTED] and [REDACTED], the new [REDACTED], on June 17 and told them in detail about our plans.

**SUITABILITY OF PROVIDER**

*The Secretary of State will consider each proposal on its merits, and take into account all matters relevant to that proposal. Generally, the Secretary of State would expect that all proposals will comply with all aspects of the rigorous suitability and vetting tests throughout the application process, including due diligence and CRB checks. The Secretary of State would generally expect to reject any proposers who advocate violence, intolerance, hatred or whose ideology runs counter to the UK's democratic values.*

Do any of the following apply to the organisation (or any consortium member), or to (any of) its director(s)/partners/proprietor(s) or individual applicants (select Y/N):	
Is in a state of bankruptcy, insolvency, compulsory winding up, receivership, composition with creditors (including any Individual Voluntary Arrangement), or subject to an Administration Order or any legal proceedings concerning their solvency?	No
Has been convicted of a criminal offence?	No
Is involved in any illegal activities?	No
Has not fulfilled obligations related to payment of taxes?	No
Is guilty of serious misrepresentation in supplying information?	No
Is not in possession of relevant licences or membership of an appropriate organisation where required by law?	No
Is barred from certain work with children as a result of being:	
[a] included in the list of those barred from Regulated Activity with children, kept by the Independent Safeguarding Authority? Or	No
[b] included in the list kept under section 1 of the Protection of Children Act 1999(4) (list of those considered by the Secretary of State as unsuitable to work with children)? Or	No
[c] subject to a direction of the Secretary of State under section 142 of the Education Act 2002 (5) (or any other disqualification, prohibition or restriction which takes effect as if contained in such a direction)? Or	No

<p>[d] disqualified from working with children under sections 28, 29 or 29A of the Criminal Justice and Court Services Act 2000(6)?</p> <p>For further information on [a], [b], [c] and [d], please contact the CRB <a href="http://www.crb.homeoffice.gov.uk">www.crb.homeoffice.gov.uk</a>.</p>	No
Is disqualified from registration under Part 10A of the Children Act 1989(7) for child minding or providing day care?	No
Is disqualified from registration under Part 3 of the Childcare Act 2006(8)?	No
Is a member, or has been a member in the past, of a proscribed organisation?	No
If the answer to any of these questions is "Yes" please give details below:	

## **EDUCATIONAL AIMS AND OBJECTIVES**

**Briefly outline your reasons for wanting to set up a Free School. Max 200 words.**

I have [REDACTED] children aged [REDACTED], [REDACTED]. There is only one secular, co-education state secondary school in my neighbourhood and I don't believe it's academic enough. It's specialisms are Media Arts and Applied Learning, you can't study the sciences as separate subjects and the percentage of students getting five good GCSEs at grade C or above is only 38 per cent. I would at least like the option of sending my children to a more academic school.

Since announcing my intention to set up a Free School along these lines I've been contacted by over 500 parents, all of them anxious to send their children to the school. Out of that group has emerged a Steering Committee and it is that Committee, [REDACTED], that has been driving the project.

The idea isn't just to set up a school for our children, but for the entire neighbourhood, providing local parents with more choice about where to educate their children. I believe all parents should have access to high-performing, academically rigorous secondary schools, regardless of income or faith.

**Please set out the Free School's aims and objectives.** You should also describe:

- the teaching methods that will be used and whether the Free School will follow a particular philosophy (eg Montessori);
- the outline of the Free School's proposed curriculum, including any religious ethos;
- how the Free School will improve pupil learning and ensure strong discipline;

Max 2000 words.

The aim of the school is to provide children with a classical liberal education. To that end, we want Latin to be compulsory through Key Stage 3 and we want everyone at the school to study at least eight GCSEs or IGCSEs, including Eng Lang, Eng Lit, Maths, History, Geography, the Sciences (ideally as three separate subjects), Latin and/or a Modern Foreign Language. In addition, we want all the students to study Art, Music and Drama, though they won't necessarily be examined in those subjects. Ideally, we would like the school's specialism to be Classics, but will plump for Music if that isn't possible. The idea is that every child at the school will have the requisite GCSEs or IGCSEs at the end of Key Stage 4 to enable them to take the necessary A-levels – or do sufficiently well in the IB – to get into a good university. We want every child to leave the school with a core body of knowledge and, for that reason, the learning will be subject-focused rather than child-focused.

We recognise that this is an intellectually demanding curriculum, more like that of an old-fashioned grammar school than a modern comprehensive, but

reject the idea that only children of above-average academic ability will benefit from it. We believe that with the right ethos and good teachers, the school's curriculum will be accessible to children of all abilities. Of course, some will struggle, particularly those with Special Education Needs, but we intend to use a variety of tried-and-tested methods to provide them with the support they need, including extending the school day and opening the school on Saturday mornings.

Strong discipline is an absolute priority and we intend to ask the parents of all the children to sign home-school contracts, describing the school's discipline policy and setting out exactly what's required of them and their children.

The school will not have a religious ethos but, rather, will embody the values of the Enlightenment, encouraging children to discuss a range of different ideas in an atmosphere of intellectual freedom. We emphatically don't want the children to be spoonfed a particular credo or ideology, but to make up their own minds about a wide range of issues.

Beyond this it is difficult to go into much more detail. We intend to subcontract the day-to-day operation of the school to an established education provider (see below) and they will have strong views about things like ability grouping, the model of pastoral care, whether to offer A-Levels or IB in the Sixth Form, and so on. Our Head and Senior Leadership Team will also want to feed into these decisions and, again, it doesn't make much sense to go into too much detail until we've appointed them in partnership with our provider.

Nevertheless, we're very clear about the school's underlying philosophy. We believe purpose of a school should not be to hold up a mirror so the values children have already absorbed from wider society are reflected back at them. Rather, a school should challenge children, interrogate their assumptions and prejudices, encouraging them to think for themselves. The focus should be on introducing children to the best that has been thought and said so they can put the ephemeral wisdom of the day into perspective. Only then will they become truly valuable members of society.

**What are your organisation's core areas of work / aims? Max 500 words.**

The WLFS parent group has applied to Companies House to establish the West London Free School Foundation Trust which is proposed to be the principal sponsor of the WLFS. An application to the Charity Commission to register the body is also being prepared.

Once approval for the school has been granted, the Foundation Trust will establish an Academy Trust to be responsible for the running and management of the school. The Foundation will provide the majority of directors on the Board of Directors of the Academy Trust. In addition, it is proposed that there will be a scheme of delegation in place to allow for additional delegation of functions from the Board of Directors to governing committees of the Academy Trust.

The Academy Trust will retain responsibility for the overall governance of the school while delegating its day-to-day management and the realisation of its educational vision to an external service provider who will be contracted to run the school on behalf of the Academy Trust. The Trust's responsibilities will include the appointment of the Head and the Senior Leadership Team in conjunction with the service provider, guardianship of the school's ethos and curriculum and liaison with government departments and funding bodies.

**What capacity and capability do you have (or have access to) in order to deliver the educational vision set out above? Please indicate the resources, experience and expertise (educational and legal) that you have or have access to. Max 500 words.**

Directors of the WLFS Foundation Trust

██████████ is an ██████████ and ██████████, as well as a ██████████, and the driving force behind the West London Free School project. He has ██████████, having ██████████ and ██████████. He has worked as a ██████████ in the ██████████ and a ██████████. He currently serves as a ██████████ and a ██████████, a residential community for adults with learning disabilities in ██████████.

██████████ is ██████████ at ██████████ and a ██████████. ██████████ achievements at ██████████ include the creation of new timetables, development of cost models and tracking systems for pupil attainment, founding the ██████████ and developing the ██████████ booklet on pastoral care at the school.

██████████ is leading the development of the WLFS's curriculum and will be

responsible for ensuring the school's educational vision is upheld by the school operator.

██████████ is a ██████████. He brings to the team ██████████. He has long and varied experiences in ██████████. ██████████ is a ██████████, where he ██████████ the ██████████, and is an active ██████████.

██████████ is a ██████████ and a ██████████. ██████████ career has focused on implementing process change within organisations. Having set up and managed a large ██████████ within her ██████████, ██████████ will be responsible for ensuring the parent group within the WLFS is harnessed for maximum impact within a constructive and consistent framework.

██████████ is a ██████████ and responsible for the establishment of the West London Free School as a charitable entity and ensuring the legal obligations of the charity are upheld. Along with the WLFS's legal team, she will oversee the legal aspects of the school operator contract and monitor contractual arrangements once the school is open.

██████████ is also leading the WLFS community liaison team, coordinating outreach initiatives with the local community.

In addition, the WLFS Steering Committee includes more than a dozen representatives from the teaching, property, finance and legal professions. The Steering Committee meets regularly to move the project forward.

The WLFS parent group retains the legal firm ██████████.

**Do you have plans to work with a 3<sup>rd</sup> party organisation?** If so, please include their details below and set out the intended nature of that relationship (for example, a contract, co-sponsorship arrangement, informal partnership).

The WLFS Foundation Trust plans to contract an established education provider to support the successful establishment and ongoing operation of the school. This will be a wide-ranging contract with responsibilities across all areas of the school's operation. We would welcome input from Department of



Education officials to ensure that the form of contract is appropriate and the correct procedures are in place for awarding the contract.

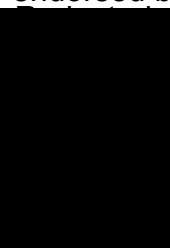
We envisage that the service provider will enter into a contract with the Academy Trust. A Board committee will be established with specific oversight of the service provider contract.

The contract will cover the establishment and ongoing management of a comprehensive range of school services. These will include:

- Participating in the premises design and refurbishment process
- Hiring and ongoing employment of the Head and all teaching and administrative staff
- Delivering the school's educational vision and attainment of agreed academic targets
- Designing the curriculum, including subject selection, examination framework, timetabling, structures for setting and extra-curricular activities in line with the educational vision
- Designing the pastoral care structure, including decisions around form groups/vertical tutor groups/house groups, disciplinary procedures and community outreach
- Managing the school's budget
- Managing the school's administrative and support functions (including outsourced services where relevant)
- Managing the school buildings and the site

Adopting the approach set out in the draft application form devised by the New Schools Network, and in consultation with TPP Law, the WLFS Foundation Trust has conducted an open, fair and transparent process to select its service provider. This has included an open invitation to service providers on the WLFS website and the publication of an OJEU notice to alert service providers to the opportunity.

While we have views on the relative merits of the applicants we have not yet begun to shortlist them as we need first to consult with a procurement official at the Department for Education to ensure that the processes are formally endorsed by the relevant government departments.



**Please name the key individuals / trustees involved in setting up the Free School** (if available). Please also indicate whether trustees have been chosen and their roles confirmed. Please provide details of employment of these individuals and any conflicts of interest you believe might arise.

Details of the Directors of the WLFS Foundation Trust can be found in the preceding question. In summary they include:

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Other members of the WLFS Steering Committee include:

is a . He is currently , responsible for annual business of around and . was and .

is at . In addition to his has extensive experience including .

has drafted the WLFS Pupil Projections and Place Planning document which provides evidence of the need for another secondary school in Ealing by the end of the next decade above and beyond the capacity already planned.

is a and has . has been a . He was previously an in .

is a and of the WLFS's site team. Having lived in for over years, is a passionate supporter of economic and community regeneration and of the need for improved secondary education in the area.

site team includes an architects, a planning consultant and a quantity surveyor.

██████████ was the ██████████ of ██████████, one of the UK's leading mixed use, urban regeneration architectural practices. In January of this year ██████████ merged with ██████████ and he has become one of the ██████████ in the new practice with ██████████ is in the World top 50 and UK top 10 architectural practices. ██████████ has built over 100 education projects, from pre-school to higher education. They are currently working on ██████████.

██████████ is a ██████████ at ██████████, ██████████ which has considerable expertise in the educational sector.

██████████ is a ██████████ specialising in commercial property development and has held a number of senior project management and development roles for various development companies, including FTSE 100 real estate company ██████████. ██████████ is currently a ██████████, a property and construction consultancy based in ██████████.

**EVIDENCE OF DEMAND**

**What evidence of local parental demand do you have?** For example, a petition or a declaration from interested parents or pupil number projections for the area. Max 200 words.

The Steering Committee has carried out detailed research into the demand for secondary school places in the local area, not only canvassing local parents but analysing the pupil projections of Ealing and its neighbouring boroughs in consultation with Partnership for Schools. E a  
rise in demand for secondary school places over the coming years thanks to its booming population. The scale of the problem is daunting. The local authority's own demographic data suggests its secondary schools are already oversubscribed and efforts to increase capacity through its [REDACTED] million BSF investment will not meet demand before 2014. Even after an additional 16  
new forms of entry have come on stream, a sufficient level of capacity will be short-lived, with a shortfall occurring again in September 2018. For this reason, the WLFS is unlikely to result in any of the existing secondary schools in the area becoming undersubscribed.

**What is the proposed capacity (number of pupils)?** Max 200 words.

The WLFS will be a four-form entry secondary school running from Year 7 through the Sixth Form. The school will open with a Year 7 intake only, with four forms of 30 pupils each and admit one year-group at a time to achieve full Years 7 - 11 capacity by the fifth year of operation (2015). In addition, the Sixth Form will take its first intake of 75 Year 12 pupils in the second year of operation, reaching capacity with another intake of 75 pupils the following year. The school will have 750 pupils at full capacity.

A detailed forecast of annual pupil numbers is attached separately

**What is the proposed age range of the Free School?** Please include details of planned pupil numbers in each year group.

11-18. Years 7 - 11, 120 pupils/year; Years 12 - 13, 75 pupils/year.

**When do you hope the Free School will start operating** (for your first set of pupils)?

September, 2011

**PREMISES**

**What steps have you taken to identify a potential site?** Please include details of the geographical area the school seeks to serve; a list of any sites you have considered; and any discussions you have had to identify a suitable site. If known, please include the proposed location, premises and postcode of the Free School.

Partnership for Schools advised us that our best hope of securing funding for the school would be if it took half its intake from Hounslow and half from Ealing. Consequently, we divided the area along the Ealing/Hounslow border into various sections and each member of the Steering Committee was then assigned a section and instructed to cycle round it looking for suitable sites. Using this method, we discovered an [REDACTED] located at [REDACTED], London [REDACTED]. We contacted the Land Registry and discovered it was owned by the [REDACTED], London. It had been used as the [REDACTED], but that [REDACTED] was closed in 2006.

We contacted the [REDACTED] and were told they were interested in leasing it to a long-term tenant. With the [REDACTED] permission, we then visited the school with a member of PfS's site team. She concluded it was suitable for use as a four-form entry Academy, subject to refurbishment. We have subsequently made an offer to [REDACTED], [REDACTED], to lease the school for between 25-50 years and are awaiting a response. The site is D1 listed and at a meeting with Ealing Council's head of planning services and the director of build development and they confirmed that it would be suitable for use as a Free School along the proposed lines and didn't anticipate any difficulty securing planning permission.

**Further information**

Please note, all information provided on this form will be published on the Department for Education website. Information that you supply on this form may be shared with (a) the New Schools Network and (b) the Local Authority in which you wish to set up the Free School. Information about the New Schools Network can be found at [REDACTED].

Submission of this form will be treated as consent, from both you and anyone else whose personal data is contained on this form, to the sharing of this information as set out above.

In addition, information that you provide on this form, including personal information, may be subject to publication or disclosure in accordance with the access to information regimes, primarily the Freedom of Information Act 2000 and the Data Protection Act 1998.

**Next Steps**

Please email completed Proposal Form to [REDACTED]

You will hear back from a named official at the Department for Education within two weeks, who will offer you advice on how best to progress your application. The Secretary of State will make a judgement on the potential of the project based on criteria relating to educational aims and objectives, evidence of demand, potential premises, suitability of provider and any other relevant considerations to decide whether the proposed Free School project should move into stage 3, namely that of drawing up a business case and plan.