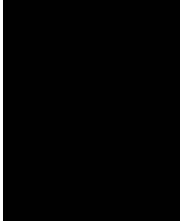




Rt Hon Michael Gove MP
Secretary of State

Sanctuary Buildings Great Smith Street Westminster London SW1P 3BT
tel: 0870 0012345 ministers@education.gsi.gov.uk



6 September 2010



Free School Proposal: Discovery New School

Thank you for submitting your proposal to set up a new school to the Department for Education. It has now been fully assessed and judged to be sufficiently strong in all areas to proceed to the next stage. I am therefore pleased to approve your proposal at this stage and invite you to proceed to business case stage.

I understand that you are looking to open your new school in September 2011, and the Department will work with you to do everything it can to make this a reality. This will include working with you and Partnerships for Schools to identify a suitable site and premises for the school. I am very keen for the first wave of Free Schools to be innovative and responsive to parental demand, and I believe that the new school you are proposing can carry through this vision.

As you know, Free Schools form an integral part of the Government's education policy to improve choice for parents and raise standards for all young people. I will be looking to your proposal, along with others in this initial cadre of 2011 schools, to shape the way forward for future proposers.

Business Case

I want to ensure that you have the support you need to develop your business case. Attached to this letter you will find a table which sets out the tasks that will need to be completed. Please complete this table, identifying which tasks you are able to take forward alone and those for which you think you will require additional support, and submit it to your named DfE lead, [REDACTED]. Please note that DfE cannot fund any work that its officials have not explicitly agreed to support.

Admissions

All Academies and Free Schools are required to have inclusive admission arrangements which comply with the School Admissions Code. Officials will be happy to assist Free Schools in developing such policies in readiness for a 2011 opening.

Free Schools will be required to participate in the local co-ordination of admissions. However, we recognise that not all Free Schools will be established to a timetable that will enable them to be included in co-ordination for their initial admissions round. Consequently, as a transitional measure, where a Free School is to open in September 2011, it will not be included in co-ordination for the first year of opening.

For this initial year, the Free School will be responsible for receiving applications and sending out offers. I would therefore urge you to think carefully about how you will let parents know that the school will be open, so that there are sufficient applications in the first year. I would encourage you to discuss admissions arrangements for the first year with [REDACTED] as part of the business case stage, and with the relevant local authority.

For 2012/13 and subsequent years you will be required to be within local co-ordination. You should therefore provide your local authority with your admission number and admission arrangements for inclusion in their admissions prospectus as soon as they are determined (15th April each year).

With every good wish,
Michael

MICHAEL GOVE