



JOHN MILTON ACADEMY TRUST

Ambition • Aspiration • Excellence

Joining Our Trust: General Information



Bacton
Primary School



Cedars Park
Primary School



Mendlesham
Primary School



Stowupland
High School



The John Milton
Sixth Form
AT STOWUPLAND HIGH SCHOOL



MENDLESHAM



STOWUPLAND

About Us

We are a vertical Multi-Academy Trust located in mid-Suffolk and feel we have a number of distinctive features:

- All schools are in rural locations and are firmly rooted in their local communities
- We support learners from 4-18 (with an agreement to formalise nursery provision on at least one site)
- A recently opened Sixth Form Centre is fully supported by the Chamber of Commerce, the local business community and the University of Suffolk (joint teaching)
- Inclusivity is central to our working. There are two SEND Centres for children with additional learning and cognition needs, supporting children in KS2, 3 and 4. Both expansions look to serve the wider mid-Suffolk student population and not just those already in JMAT schools
- There are regular, calendared meetings of all senior staff and leaders with a 360 feedback loop and staff across all schools are able to meet face-to-face on a termly basis
- All those in governance roles, meet together at least once a year at a conference event

What do we regard as the benefits of becoming part of a Multi-Academy Trust?

The overarching aim of our Trust is the advancement of education for public benefit through increased capacity, expertise, opportunities and resources, whilst ensuring resilience and protecting the role of the Trust and its schools as civic leaders in their own local communities.

School improvement is at the heart of our work.

We are able to assure the capacity for **school improvement** across schools through the provision of:

- A framework for school improvement incorporating a calendar of activities and commitments
- The allocation of an experienced school improvement partner to each school (half-termly visits as a minimum)
- Additional reviews linked to Trust and school priorities
- A curriculum model for the quality of education based on agreed principles, proven programmes and resources
- A charter for CPD and networking opportunities for teaching and support personnel (including a Trust “core” offer)
- Staff task groups and moderation opportunities
- Shared posts (including at a senior level) across schools and the development of seconded posts and ring-fenced promotion opportunities to recruit and retain staff of the highest quality (both teaching and support)
- Partnership working with a range of Trusts and affiliation with organisations such as PiXL, the Chartered College and the CST
- **Bespoke** arrangements and support to reflect a school’s improvement journey, or as a result of particular circumstances or contexts
- A range of management information systems (eg ARBOR, CPOMS and EVERY) to support learning and provide safe environments for learners and staff
- A range of policies and templates

What central services do we provide?

We have well qualified central service teams, so that leaders and staff in schools are able to focus their time and energy on learning and teaching. As with school improvement, school services (unless indicated) are included within the Trust’s charge.

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Our HR Service includes:

- The creation and updating of staffing policies and procedures including template letters / documents
- Support and advice regarding staff recruitment
- Advice and support regarding maintaining the SCR, including internal auditing of safer recruitment processes and personnel files
- Bespoke staff training
- Case work e.g. support with flexible working requests, absence management, disciplinary, grievance and staffing adjustments
- Advice and support regarding wellbeing including access to Occupational Health
- Advice on family leave entitlements

Our Finance Service includes:

- Financial management and oversight (operating in liaison with school-based staff) fulfilling all AH requirements
- Overseeing all audit processes - both external and internal
- Producing budgets (linked to BPS) and monthly reporting
- Producing and updating finance related policies and procedures
- Providing procurement guidance and support
- Meeting pension and insurance costs

Our IT Service includes:

- The management of all devices, printers, network infrastructure, servers and any other areas of IT in use in the schools (a 3-year ICT strategy is in place)
- Liaison with suppliers/support providers for specialised systems and applications
- Providing a helpdesk system to record technical issues and review jobs
- On-site technical support (including for school websites)
- Oversight of electronic security and risk mitigation

Our Operations and Administration Service includes:

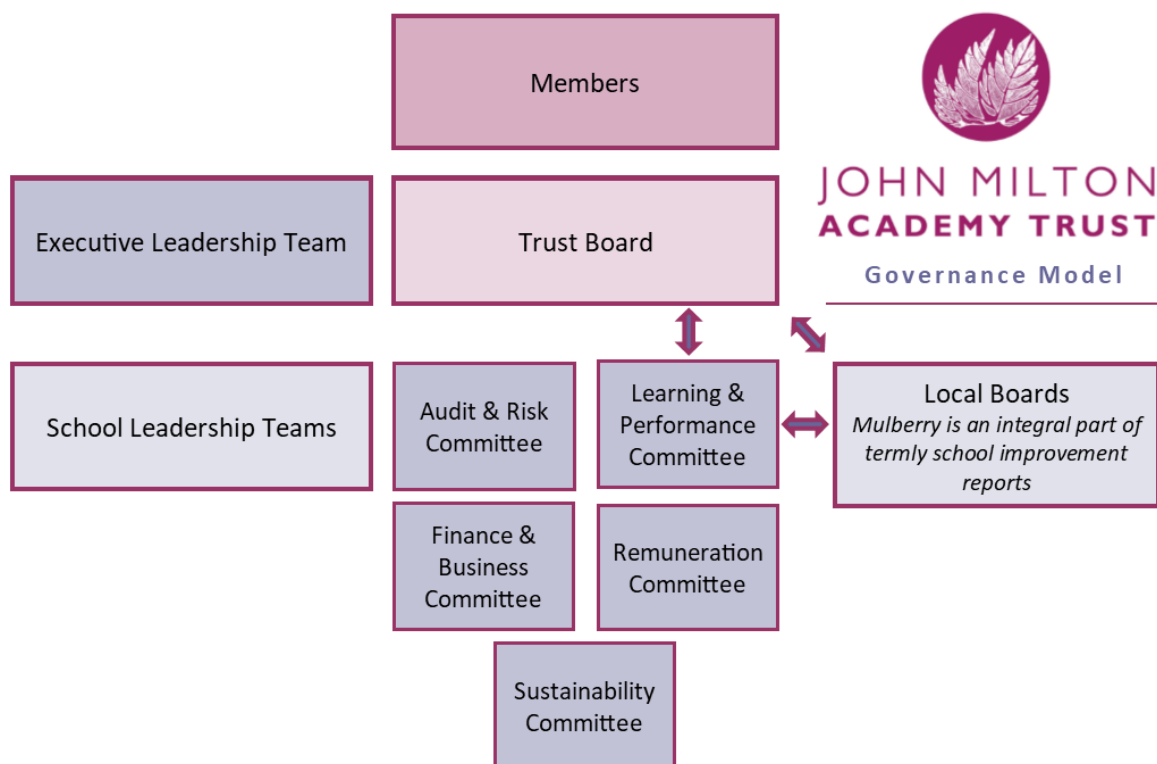
- The development and safe implementation of management information systems
- A Data Protection Officer link to our outsourced provider
- The creation and updating of all GDPR related policies and procedures including template letters / documents
- Publishing and updating the Admissions Policy and procedures
- Executive administrative support
- Supporting schools with monitoring and increasing the efficiency of administrative procedures, offering solutions for improvement or introducing new procedures
- PR support including crisis comms
- A Governance Professional and online portal
- Professional clerking and governance training
- Legal services and support (individual case work may be recharged at cost)

Our Estates and Premises service includes:

- Capital projects and bids (including project management)
- Ongoing building and refurbishment schedule (linked to each school's individual plan)
- Site management and cleaning services (recharged at cost)
- A property management information system
- Health and Safety support (including public health issues)



What is our Governance Structure?



Our scheme of delegation (including a prose version) is reviewed regularly and is published on the Trust's website.

What is our growth strategy?

We believe that:

- The most successful MATs are rooted in local communities where schools enjoy close geographical proximity
- The area of Mid-Suffolk in which schools are located is undergoing a rapid expansion of housing and there is a positive and productive relationship with Local Authority officers
- Stowmarket is an area of regeneration and has published a "Vision for Prosperity". It is essential to develop innovative and outstanding educational provision to support the area's aspirations, including post-16 learning (we are anticipating phase 2 of our post-16 development within the next three years)
- Although there are many positives to gain from the past few years, Covid has impacted on learner outcomes and schools will need ongoing support to recover and thrive
- In light of public funding arrangements, the centralisation of services is essential to maintain viability and to enable school leaders to focus on their improvement agendas
- We are able to build and maintain successful partnerships with other providers and can be creative in our approach to growth

The principles we have established for growth are as follows:

1. Geographical proximity is preferred (travelling distance within 45 mins)
2. Schools further afield will be considered, and actively encouraged, where there is the option of developing a vertical hub
3. Church schools will be considered with the addition of a diocesan trustee(s) to the Board as legislation and Articles allow
4. Compatibility with the culture, ethos and operational practices of the Trust and its schools will be essential
5. The Trust is committed to diversity and inclusion and seeks to serve a range of communities
6. Growth will only operate when the Trust has capacity (embedding phase is 2022/23 and the leading phase in 2023/24) so there is no detriment to existing schools and commitments
7. The Trust will accept up to a maximum of 10 schools per se, or will work in partnership to fulfil an aspirational figure determined by the Government

Schools that are exploring becoming part of a Trust, or of forming a “hub” within the Trust, may well have additional questions relating to areas such as wellbeing, finance, the role of headteachers/senior leaders and local governance arrangements.

We are happy to receive visitors and can also provide presentations to leaders, staff and those responsible for governance.

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