



11 June 2018

Dear Parent/Carer

We formally began the Castle Church of England (CE) Federation between Victoria and Thomas Coram at the beginning of this term. I wanted to update you on progress.

A federation is where two or more maintained schools come together under one Governing Body. On the 16 April, the Victoria and Thomas Coram individual Governing Bodies were disbanded, and a new single over-arching Governing Body formed.

### Who are now the Governors?

Some of the previous Foundation (Church) Governors from both schools have joined the new Governing Body. This term, we also undertook the election process for parent, staff and local authority categories. I have the pleasure of confirming the following Governors and their roles:

Name	Category*	Elected by	Role on the Governing Body
Hilary Armstrong	Foundation	Diocesan Board of Education	Health & Safety
Wes Ball	Parent	Parents	Maths subject link
Michelle Carnegie	Foundation	St Peter's, Berkhamsted	SEN
Luisa Clarke	Foundation	St Peter's, Berkhamsted	Vice-Chair English subject link
Caroline Crozier	Co-opted	Governing Body	
Jackie Cutler	Co-opted	Governing Body	
Rogan Donald	Staff	Staff	
Esme Dowling	Foundation	St Peter's, Berkhamsted	Finance
Rob Halls	Staff	Ex-officio	
Vicky Harris	Foundation	St Peter's, Berkhamsted	Safeguarding
Nick Heath	Foundation	St Michael & All Angels', Sunnyside	
Sarah Hyde	Foundation	Diocesan Board of Education	Religious Education link
Jenny Jenkins	Foundation	St Peter's, Berkhamsted	Chair
Rev Penny Nash	Parish Clergy	Ex-officio	
Nicky Spanswick	Parent	Parents	Science subject link
Fr Simon Vivian	Associate Member	Governing Body	
Elizabeth Wallace	Local Authority	Local Authority	EYFS link
Jan Histed	Clerk to the Governing Body		

\*Church of England rules on Voluntary Aided (VA) Schools like Victoria and Thomas Coram require Foundation (i.e. Church appointed) Governors to be at least in a majority of two on a Governing Body.

### What do these Governors do?

Under the Castle CE Federation, this new Governing Body is the accountable body for Victoria and Thomas Coram and sets the strategic direction for the group. We safeguard the public interest in the schools and ensure that those who are directly responsible for day-to-day management (the Executive Headteacher, Heads of School and senior leaders) are accountable for decisions and actions taken.

**Victoria**  
Church of England  
Infant & Nursery School

Prince Edward Street, Berkhamsted  
Hertfordshire HP4 3HA  
Telephone: 01442 865781  
admin@victoria.herts.sch.uk  
www.victoria.herts.sch.uk

The  
**Thomas Coram**  
Church of England School

Swing Gate Lane, Berkhamsted  
Hertfordshire HP4 2RP  
Telephone: 01442 866757  
admin@thomascoram.herts.sch.uk  
www.thomascoram.herts.sch.uk

[www.castlefederation.org](http://www.castlefederation.org)

Executive Headteacher:  
Mr R Halls BA (Hons) QTS NPQH

Head of School:  
Mrs C Crozier BA (Hons) PGCE

Head of School:  
Mrs J Cutler BA (Hons) PGCE

Our three key roles are to:

- ensure clarity of vision, ethos and strategic direction
- hold the Executive Headteacher/Senior Leadership Team to account for the educational performance of the school and its pupils, and the performance management of staff
- oversee the financial performance of the school and make sure its money is well spent

So far this term we have set up most of the governance procedures required of a new Governing Body and agreed some of the key roles; we have looked in detail at the finances and forecast budgets for each school; and we have started to build our understanding of how both an infant and nursery and a junior school are run. We are looking forward to our formal Governor visit week in July to see evidence of children's work and progress against key objectives in both schools.

#### **What is our vision and what are our aims?**

We strongly believe in the ongoing provision of Church of England primary school education in Berkhamsted. Our vision for the federation is to be a Christian family that ensures the highest quality outcomes for all children, through integrated and outstanding teaching and learning experiences. Our culture of high expectations and continual improvement is underpinned by effective and inspirational leadership. Our federation aims to:

- ensure outstanding leadership at every level
- ensure high quality teaching and high quality learning environments for all
- ensure high quality governance
- ensure clear stakeholder accountability
- ensure that our distinctively Christian ethos underpins all our work

#### **Educational performance remains Good**

We remain committed to ensuring consistently high quality teaching for the children in both schools. As announced on 27 February 2018, Ofsted has re-confirmed Thomas Coram as Good. While an Ofsted visit to Victoria is long overdue, our School Improvement Partner from Herts for Learning (a former headteacher) inspects both Victoria and Thomas Coram several times per year, and in her last visit on 19 March 2018 confirmed that Victoria is a Good school. This is due to the excellent senior leadership now in place, and the hard work of all the staff on improving the educational standards and the positive outcomes for the children.

#### **Where can I go for more information or to provide feedback?**

For more information about the Castle CE Federation and to read school policies which are applicable to both schools, please visit our new website at [www.castlefederation.org](http://www.castlefederation.org) (the existing school websites remain the same and are the best place for school-specific news). You can contact Mr Halls or any of the above Governors by leaving your details at either of the school offices. If you have a question about your child's progress or about a particular school, please in the first instance raise this with your child's class teacher. We also encourage anyone in our school community to complete the Ofsted Parent View survey at any time – there are links from each school's website.

We look forward to a busy and productive rest of term.



Jenny Jenkins

Chair of Governors, on behalf of Castle Church of England Federation Governing Body