Schools Business Case

In order to help facilitate in the effective handling of managing any staffing reductions the purpose of requesting this business case is to confirm that all considerations made to date are summarised and to provide clarity with regard to justification, numbers, timescales etc.

School: **Holy Trinity CE Primary School, Sunningdale**

Background – Reasons for potential redundancies/changes to contracts – Summary

Holy Trinity CE Primary School are forecasting a deficit of £64,420 for 2024/25. The forecast deficit is due to a fall in pupil numbers and insufficient national funding. Together with reductions in additional funding from Pupil Premium and Special Needs of approximately £47,984.

The Published Admission Number (PAN) is 210. Holy Trinity CE Primary school did not achieve this number of pupils last year.

October Census 2023: 207 Pupils

Expected PAN September 2024: 208 Pupils

School running costs cannot be sufficiently reduced and the budget allowed for school resources is not generous.

Due to these financial constraints, we need to reduce our staffing costs which are currently 82% of our overall budget. As a result, there is a need to restructure the support staff whilst still ensuring we offer the best provision of education within the budget we are having to work with. The school also has many part time posts with different hours and days worked. We now need to reduce the total number of hours worked and restructure the posts according to the needs of the school.

Current Teaching Assistant (TA) hours:

11 x TA posts of 319.75 hours equivalent to 7.33 FTE

1 x HLTA posts of 33.75 hours equivalent to 0.77 FTE

We are proposing to reduce this by 56.25 of TA hours per week (1.29 FTE) and delete the role of HLTA because this remit can be provided by TA hours and SENDco.

The proposal is that any reductions to staffing/contract changes be effective from 1st September 2024.

Are your proposals to reduce posts from a pool of staff/ or is it a unique post?

The proposal is to reduce TA posts from a pool of staff and to delete the HLTA role which is a unique post.

Have any other fundamental considerations been made by the School?

Summarise these other considerations:

Holy Trinity CE Primary School has looked at a reduction in non-staffing expenditure, however with increased costs on all budget lines, once explored it was agreed that no non-staffing savings would bring the efficiencies required to balance the budget. With costs increasing generally and significant increases in employment costs we have to reduce our salary bill to be sustainable in coming years. The only area of staffing that can be reduced whilst still maintaining effective education for the children is classroom support. Holy Trinity CE Primary School have also looked at ways to increase income via lettings, donations etc. However, not only would this be an inconsistent form of income it would also not bring the sufficient efficiencies required to balance the budget. Holy Trinity has considered the role of the HLTA (SALT intervention and PPA cover with other TAs) and has concluded this would be able to be covered by TAs and SENDCo.

FUNDING

As voted and agreed at the Schools Forum on the 18 July 2011 **all severance costs will be met from the relevant Schools budget.** Confirmation by signature below is required.

If however, there are any further deficit/difficulties that may need to be addressed then further contact should be made with the Director of Children's Services in the case of maintained schools.

Signed (Chair of Governors)

Name: Tim Fettes

Date: