Next Steps for Cluster Development

Norfolk school clusters draw together all of Norfolk's schools, whether primary or secondary and whether Maintained or Academy. Clusters enable schools to work together in order to

- Fulfil their shared responsibilities for their families and communities
- Make the most of available resources
- Establish sensible ways of collaborating and sharing responsibilities so as to provide the best learning for children and young people.

Clusters already fulfil important collaborative responsibilities such as for Parent Support Advisers. Shortly, these will be extended to include devolved responsibility for some aspects of special educational needs funding.

Because of these joint responsibilities, the Service Improvement Board (that comprises Headteacher, Governor, Union and Local Authority representatives) strongly recommends that unless a strong formal arrangement (such as a trust) already exists, clusters should adopt one or other of the following and to do so by the end of the Summer term, 2012.

- *Either* the **Cluster Governance Agreement** for clusters with maintained schools only
- *or* the **Cluster Steering Group Agreement** for clusters that include academies or free schools.

Each model agreement is accompanied by the detailed guidance needed to make appropriate arrangements for finance and staffing. The guidance has been written as a reference guide rather than as a document that needs to be read through in a single sitting. We hope that the level of detail will be helpful rather than daunting.

Published with this MI sheet are links to all of the documents that will be needed by schools as they

- confirm cluster governance arrangements and
- establish their arrangements for cluster funding of SEND.

Set out in the document 'Cluster Development' is a reminder of the rationale for cluster governance with some associated support materials. For support on any governance issues, please contact Governor Services.

Relevant documents are listed and are attached to this MI Sheet. For ease of reference, the documents have been divided into four packs. All documents associated with Cluster Development will also be available at http://goo.gl/NWmhm.

Pack 1
Cluster Development – a Rationale for Cluster Governance
Purpose: To provide Governors with guidance on how to develop cluster governance
Audience: Governors and Cluster Chairs
Cluster Self Evaluation Document
Purpose: To support clusters in identifying the next step of their development
Audience: Governors and Headteachers
Models of Collaboration
Purpose: Summary of different frameworks for collaboration available to clusters
Audience: Governors and Headteachers

Pack 2
Support for Learning - SEND Toolkit for Clusters
Purpose: Model operational manual for managing SEND in clusters
Audience: Headteachers and SENCos

Which type of Cluster are you in?

Pack 3 *Cluster with only maintained Schools*	Pack 4 *Cluster with diverse range of schools, including academies*
Cluster Governance Agreement	**Cluster Steering Group Agreement**
Purpose: Model document for clusters to amend and form their own agreement	*Purpose: Model document for clusters to amend and form their own agreement*
Audience: Cluster Governors and Headteachers, where all schools in the cluster have maintained status	*Audience: Cluster Governors and Headteachers in more diverse clusters (incl. academies)*
Annex 1 : Cluster Finance & HR Procedure & Operational Guidance Manual	**Annex 1 : Cluster Finance & HR Procedure & Operational Guidance Manual (diverse cluster)**
Purpose: Detailed arrangements for finance and staffing - 'the small print' for the Cluster Governance Agreement	*Purpose: Detailed arrangements for finance and staffing- 'the small print' for the Cluster Agreement*
Audience: Cluster Governors and Headteachers, where all schools in the cluster have maintained status	*Audience: Cluster Governors and Headteachers in more diverse clusters*
Annex 2 : Special Educational	**Annex 2 : Special Educational**

Needs and Cluster Governance	Needs and Cluster Agreement
Purpose: Appendix to the Cluster agreements to outline governance in relation to SEND	*Purpose: Appendix to the Cluster Agreement to outline governance in relation to SEND*
Audience: Cluster Governors and Headteachers, where all schools in the cluster have maintained status	*Audience: Cluster Governors and Headteachers in more diverse clusters*