

NORFOLK COUNTY COUNCIL - CHILDREN'S SERVICES

Mousehold Infant and Nursery School

Mousehold Avenue

Norwich
NR3 4RS

Tel. (01603) 427012
Fax. (01603) 487922



Email: office@mousehold.norfolk.sch.uk

Website: www.mouseholdinfants.com



Headteacher: Mrs Rebecca Westall

Deputy Headteacher: Mr Ian Tolson

Designated Safeguarding Leads: Mrs Rebecca Westall, Mr Ian Tolson, Miss Zoë Wood

28th September 2018

Dear Parents,

Update on our progress

Welcome to our fourth and possibly last but one update on the move to joining the Inclusive Schools Trust (IST). Everything is moving very well, and we are still looking at a conversion date of November 1st.

To be ready on time for 1st November, there is a flurry of documents that we need to have completed and signed

Following the successful TUPE meeting, we are now aligned with pensions and everything is set for a smooth transition. We have had our final finance meeting to look at the last three months before we convert and to be absolutely clear about the first three months after conversion. I attended this meeting and was really pleased and reassured about how much easier many of the finance systems will be than they are at the moment! Our bank account is set up and ready to go live on November 1st. We now have to sign the CTA which is the formal Commercial Transfer Agreement which is a formal record of all the staff and their contracts transferring out of the Local Authority. This is with the Trust's solicitor. When this is signed and returned to the DfE we are good and ready!

Finally, I have now joined the board of the Inclusive School Trust and attended my first meeting. I am also attending a training day on 28th September and I have joined the achievement standards and risk committee. One very busy week but we have done and will continue to ensure a smooth and successful transition.

My very best wishes

A handwritten signature in black ink that reads 'Maureen Hanke'.

Maureen Hanke: Chair of Governors