# Project template for:

## [SchoolNameAndUrn]

## [TrustNameAndReferenceNumber]

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| **Recommendation** | [RecommendationForProject] |
| **Is an academy order (AO) required?** | [AcademyOrderRequired] |
| **Academy type and route** | [AcademyTypeRouteAndConversionGrant]  [ConversionSupportGrantChangeReason] |

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| **Date of Advisory Board** | [HeadTeacherBoardDate] |
| **Proposed academy opening date** | [ProposedAcademyOpeningDate] |
| **Previous Advisory Board** | [PreviousHeadTeacherBoardDate] |

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| **Local authority** | [LocalAuthority] |
| **Sponsor name** | [SponsorName] |
| **Sponsor reference number** | [SponsorReferenceNumber] |

**General information**

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| **School type** | [SchoolType] |
| **School phase** | [SchoolPhase] |
| **Age range** | [AgeRange] |

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| **Capacity** | [SchoolCapacity] |
| **Published admission number (PAN)** | [PublishedAdmissionNumber] |
| **Number on roll (NOR)** | [NumberOnRoll] |
| **Percentage the school is full** | [PercentageSchoolFull] |
| **Percentage of free school meals at the school (%FSM)** | [PercentageFreeSchoolMeals] |

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| **Viability issues** | [ViabilityIssues] |
| **Financial deficit** | [FinancialDeficit] |
| **Private finance initiative (PFI) scheme** | [PartOfPfiScheme] |

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| **Is the school linked to a diocese?** | [IsSchoolLinkedToADiocese] |
| **Distance from the converting school to the trust or other schools in the trust** | [DistanceFromSchoolToTrustHeadquarters]  [DistanceFromSchoolToTrustHeadquartersAdditionalInformation] |
| **Parliamentary constituency** | [ParliamentaryConstituency] |
| **MP name and political party** | [MPNameAndParty] |

**School performance (Ofsted information)**

[SchoolPerformanceData]

**Rationale**

**Rationale for the project**

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| [RationaleForProject] |

**Rationale for the trust or sponsor**

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| [RationaleForTrust] |

**Risks and issues**

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| [RisksAndIssues] |

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| **Has an Equalities Impact Assessment been considered?** | [EqualitiesImpactAssessmentConsidered] |

**Legal Requirements**

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| **Governing Body Resolution** | [GoverningBodyResolution] |
| **Consultation** | [Consultation] |
| **Diocesan Consent** | [DiocesanConsent] |
| **Foundation Consent** | [FoundationConsent] |

**School budget information**

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| **End of current financial year** | [EndOfCurrentFinancialYear] |
| **Revenue carry forward at end of current financial year** | [RevenueCarryForwardAtEndMarchCurrentYear] |
| **Capital carry forward at end of current financial year** | [CapitalCarryForwardAtEndMarchCurrentYear] |
| **End of next financial year** | [EndOfNextFinancialYear] |
| **Projected revenue balance at end of following financial year** | [ProjectedRevenueBalanceAtEndMarchNextYear] |
| **Projected capital balance at end of following financial year** | [CapitalCarryForwardAtEndMarchNextYear] |

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| **Additional information** | [SchoolBudgetInformationAdditionalInformation] |

**School pupil forecasts**

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| **Year** | **Capacity** | **Total pupil numbers** | **Percentage full** |
| **Current year** | [SchoolCapacity] | [NumberOnRoll] | [PercentageSchoolFull] |
| **2021 to 2022 forecast** | [YearOneProjectedCapacity] | [YearOneProjectedPupilNumbers] | [YearOnePercentageSchoolFull] |
| **2022 to 2023 forecast** | [YearTwoProjectedCapacity] | [YearTwoProjectedPupilNumbers] | [YearTwoPercentageSchoolFull] |
| **2023 to 2024 forecast** | [YearThreeProjectedCapacity] | [YearThreeProjectedPupilNumbers] | [YearThreePercentageSchoolFull] |

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| **Additional information** | [SchoolPupilForecastsAdditionalInformation] |

[KS2PerformanceData]

[KS4PerformanceData]

[KS5PerformanceData]

**Supporting documents**