



MEMORANDUM OF UNDERSTANDING

PURPOSE AND DEFINITION

The Axia Learning Alliance is a formal partnership in the form of a mutual Co-operative Membership Trust and consists of a strong family of inspiring schools that serve their local communities and contribute fully to the provision of education in their area and collaborate with other partners to achieve common goals.

Our focus is:

'Collaboration, Innovation, Community'

Alongside the schools, the Alliance welcomes other partners to support its aims in providing strategic school improvement in the form of a strategic Trust Board. The partnership exists to improve educational outcomes for all young people in the area and builds on a history of successful, informal collaborative working between the schools concerned. The schools involved are:

	Lostock Hall Community Primary School	Full member
	Penwortham Broad Oak Primary School	Full member
	Tarleton Community Primary School	Full member
	New Longton All Saints C of E Primary School	Partner School
	St. Aidan's CE Primary School	Partner School
	Longton Primary School	Full Member

This agreement transfers no powers away from the governing board of any of the schools concerned, nor will it alter any individual schools' ethos. This is a voluntary association of schools working collaboratively under a strategic umbrella with a commitment to collaborative executive leadership to support and challenge leading to the continuous improvement of each organisation.

The overarching aims of the Axia Learning Alliance are to:

- Focus on ensuring the best outcomes for children in our schools regardless of levels of need and background;
- Be committed to ensuring value for money, developing best practice across the Trust for procurement;
- Provide high quality and relevant professional development on evidence-based research;
- Provide opportunities which support the development of children’s character and allows them to become good citizens;
- Provide support and challenge to all its members, built on the premise of executive collaborative leadership with all schools as equal partners.

To achieve these aims we will continue to develop child focused, high quality teaching that provides a relevant and exciting curriculum in order to develop lifelong learners. As part of this we teach our pupils to be good citizens whilst each school will meet the needs of their individual community. For our Church schools we recognise that this is embedded in the Christian faith. Our membership of the Co-operative underpins the Alliance’s commitment to strengthen the schools and its links to the local community through the Co-operative’s values and principles which are:

Values	Self-help Self-responsibility Democracy equality, equity and solidarity <i>A belief in the ethical values of:</i> Honesty Openness Social responsibility, and caring for others.
Principles	Voluntary and open membership Democratic member control Member economic participation Autonomy and independence Education, training and information; Co-operation among co-operatives Concern for community

In addition to the values and principles of the Co-operative, Axia also believes in:

- Unconditional mutual respect;
- A supportive and challenging culture;
- Encouraging the development and sharing of innovation;
- Providing opportunities, encouragement and challenge for staff to improve their own practice;
- Working generously with partners;
- Placing learning and community at the heart of all that we do;

- A broad, balanced and relevant curriculum offer for every child;
 - An expectation that all take responsibility for their own development;
 - Strong and tailored information, advice and guidance to all learners at all stages of education;
 - Widening access to the wealth of learning opportunities in South Ribble and West Lancashire;
 - Shared community use of facilities and a commitment to and promotion of family learning and healthy lifestyles;
 - Commitment and accountability to our local communities.
-

MEMBERSHIP

For schools, there are two levels of membership to the Alliance:

- Full Member (Former Community Schools that have converted to Foundation Schools)
- Partner School (A school which already has a foundation, i.e. a Church School)

In addition:

- The Co-operative Movement
- External Partners (these will be identified from areas such as Business or Higher Education)

Members will have representatives on the Trust Board called Trustees. The number of Trustees will be dependent on the type of membership:

- Full Member = 3 Trustees
- Partner School = 2 Trustees
- The Co-operative = 1 Trustee
- External Partners = 1 Trustee

The Trust shall hold an Annual General Meeting each Financial Year in addition to any other meetings in that year, and shall specify the meeting as such in the notices calling it; and not more than fifteen months shall elapse between the date of one Annual General Meeting of the Trust and that of the next.

Arrangements for General Meetings:

The Trustees may call General Meetings and, on the requisition of Members pursuant to the provisions of the Companies Act 2006, shall forthwith proceed to convene a General Meeting in accordance with that Act.

Notice of General Meetings:

General meetings shall be called by at least seven clear days' notice but may be called by shorter notice if it is so agreed by a majority in number of Members having a right to attend and vote and together representing not less than 90% of the total voting rights at that meeting.

The notice shall specify the time and place of the meeting and the general nature of the business to be transacted and, in the case of an Annual General Meeting, shall specify the meeting as such. The notice shall be given to all the Members and to the Trustees.

The accidental omission to give notice of a meeting to, or the non-receipt of notice of a meeting by, any person entitled to receive notice shall not invalidate the proceedings at that meeting.

Annually the Board will elect a member of its membership at the AGM to appropriate roles which support the Board's work who will carry out the following duties:

We hope to work together in a manner which means that voting is a rare event but on such occasions each Trustee has one vote and the Chair has a casting vote, should a tie exist.

<p>Chair</p>	<ul style="list-style-type: none"> ▪ Chair the meetings in an effective, professional and timely manner ensuring the items on the agenda are well planned, met and any actions are followed up. ▪ Ensure the Trust Board work together as an effective team ensuring everyone is actively contributing their skills and experience. ▪ Monitor the expertise of the Trust Board and identify areas of development including appointments to strengthen its work. ▪ Act as spokesperson for the Alliance. ▪ Lead conflict resolution should any matters arise. ▪ Liaise with other Trustees (headteachers) and the clerk to ensure an agreed agenda is formed and distributed in a timely manner.
<p>Vice Chair</p>	<ul style="list-style-type: none"> ▪ In the absence of the Chair, lead meetings as detailed above. ▪ Support the Chair in all of the above duties to ensure that the Trust Board is effective in its function and strategically supports the on-going work of the partnership. ▪ To receive, organise and present any correspondence on behalf of the Alliance and where appropriate respond. ▪ Ensure reports have been collected, collated and sent to the Clerk for distribution ▪ To liaise with the Clerk to review minutes so that they are accurate and designated actions occur.
<p>Company Secretary</p>	<ul style="list-style-type: none"> ▪ To ensure that the charity complies with the requirements of company law. ▪ To execute legal documents for the charity as authorised by the Board.
<p>Treasurer</p>	<ul style="list-style-type: none"> ▪ Ensure the charity keeps proper accounts ▪ To review the charity's financial performance, reporting to the Trust Board ▪ Draw up or review any policies for finance ▪ Ensure that the Alliance has robust and effective financial controls in place ▪ Where appropriate, liaise with finance staff and with the Alliance's auditor, ensuring that the correct financial reporting has been completed in a timely manner.
<p>Clerk</p>	<ul style="list-style-type: none"> ▪ Minute meetings & report to Trustees ▪ Report to Chair and Vice Chair ▪ Employed by the trust and cannot be a Trustee ▪ Research other trusts and report relevant updates ▪ Manage correspondence through the Chair

The functions of the Trust Board:

- To hold the land assets of Full Member Schools in trust
- To provide collaborative executive leadership in strategically setting overall aims and targets for the Alliance and monitor progress against them.
- To monitor the actions and impact of working groups and ensure they are clearly focussed on agreed priorities.
- To set our own priorities based on the needs of our children and local communities.
- Ensure joint procurement of resources as well as services, saving costs.
- Scrutinise school data and needs to identifying areas of School to School Support across the Alliance.
- Ensure all schools are actively involved in ensuring innovative practice and excellent outcomes for all pupils across Alliance schools through working together and leading areas; there are no passengers in the Alliance.
- Agree subscription costs.
- To agree new members.
- The Alliance will fund these meetings so no one member or partner is financially responsible. All parties will have an equal voice. There will be no dominant partner. Meetings will be open and honest to build up trust between partners and confidentiality respected throughout.
- All Parties should commit to attend meetings. Decisions can only be taken if the board is quorum (7 or more trustees are in attendance or half of the total number of Trustees)

Working Groups:

Axia Learning Alliance will create bespoke working groups in response to a particular issue, or to meet the requirements of specific objective detailed in the vision and outlined in our annual Trust Development Plan. Examples of working group content which will be reported to the Board are; SEN, Early Year etc.

Quality Assurance:

Axia Learning Alliance will establish a set of benchmarks from which progress will be measured together with milestones within the action plans to support and monitor developments. This will be reported regularly to the Trust board and governors.

The Alliance will establish a collaborative self-evaluation process and identify areas where joint processes and policies will support the vision and aims of the Alliance. Clear protocols will be developed for sharing staff. We will ensure that all staff understand the Alliance, its key aims and provide support to those working across the schools/organisations.

PUBLICITY AND CONFIDENTIALITY

Neither the Axia Learning Alliance nor any of the schools will issue any public statement, press release or any other publicity in relation to the collaboration other than in a form that the headteachers of the schools have jointly approved in advance. The organisations agree to respond to any enquiries by third parties generally in conformity with terms agreed with the other.

Each party acknowledges that the provisions and subject matter of the Axia Learning Alliance are confidential and each organisation agrees not to disclose any of the information relating to the collaboration or each other's work or operation to any person or organisation, except as may be required by law or regulation or to comply with its internal governance procedures.

Axia Learning Alliance or individual schools shall notify the Trust Board in good time should any request for information be made pursuant to the Freedom of Information Act 2000 and shall take the groups view into account in relation to such request and advise the group of its decision relating to any contemplated release of information pursuant to such a request.

Process for Ratifying New Member Schools:

1	School shows an interest in joining Axia. Initial expression of interest passed to the Chair.
2	The Chair arranges to speak to the new school once other headteachers have been made aware of the request.
3	The Chair discusses the work and expectations of the Alliance with the interested school discussing the membership types. For Community Schools, it will be made clear that they will need to change their school status to a Foundation School.
4	If the school would like to become a member, they complete the Membership Form, returning it to the Chair.
5	The Chair convenes a meeting with at least 2 other headteachers and a further member of the Trust Board to meet and discuss the application with the school's headteacher and Chair of Governors. There will be a focus on motivation to join the Alliance, ethos and what the particular school offers the group in terms of staff expertise and specialisms.
6	Forms are taken along to the next Trust Board meeting for further discussion where a proposal would be made and seconded to approve the application.
7a	If agreed, new member schools will be fully inducted into Axia by the Chair and be invited to the next Trust Board meeting.
7b	If the school is a Community School, they will need to have started the process of conversion to a Foundation School prior to being allowed to attend the Trust Board. At this stage, they will be an observer until the process is complete, however, their school will be involved fully in strategic school improvement.

FINANCIAL ARRANGEMENTS

Schools will be required to pay an annual fee to be part of Axia Learning Alliance and are set out as follows:

School	Cost 2022-23	Cost 2023-24	Cost 2024-25
Lostock Hall Community Primary School	£4000	£0	£-
Penwortham Broad Oak Primary School	£3000	£0	£-
Tarleton Community Primary School	£3000	£0	£-
Longton Primary School	-	-	£1500
New Longton All Saints' C of E Primary School	£3000	£0	£-
St. Aidan's CE Primary School	£2000	£0	£-
Total	£15,000	£0	£1500

Future joining fees for new members:

School Size	Cost 2023-24	Cost 2024-25	Cost 2025-26
Less than 150 pupils		£1000	£1000
1 form entry		£1500	£1500
1.5 form entry		£1750	£1750
2 form entry		£2000	£2000



Membership of Axia Learning Alliance
APPLICATION FORM

Name of Main Contact

Email Address

School Name

School Address

Postcode

Purpose for joining Axia Learning Alliance, including areas of learning or collaboration you are particularly interested in

Areas of current strength/expertise you would be happy to share with others in the Axia Learning Alliance

For Axia use

Date taken to Strategic Group:

Decision:

Signed: