



# Education Plan Guide

## Mainstream Applicants (Wave 15)

**Private & Confidential**

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37<sup>th</sup> Floor, 1 Canada Square, Canary Wharf, London, E14 5AA  
**0345 459 7600** | [hello@createschools.co.uk](mailto:hello@createschools.co.uk) | [createschools.co.uk](https://createschools.co.uk)  
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## 1. Introduction

This guide is designed to support applicants to complete their financial template in line with the Department for Education's [guidance](#).

An education plan is an assessed section of the wave 15 application form. In this section, you need to set out the plan to deliver your educational vision. The DfE are looking for an ambitious and deliverable education plan, which is consistent with your vision and pupil intake.

Your education plan must be affordable, sustainable and consistent with your financial plans. Any areas of your education plan that would be supported by third-party funding must be clearly identified in your application and mitigations set out for any reductions in this funding. The DfE will assess the basis of any third-party funding provided in section F to ensure that it is sustainable

### 1.1 Part 1

You must complete table D showing how your school will grow over time to full capacity and attach it separately to the application form.

If you are required to complete the financial template, then the pupil numbers included in this table must be consistent.

If you are applying to open more than one school, you must complete a separate table for each school you are proposing.

### 1.2 Part 2

You must provide the information relevant to each criteria:

- D1 – the curriculum plan
- D2 – measuring pupil performance and setting challenging expectations
- D3 – staffing
- D4 – integration and community cohesion

## 2. Key Points

### 2.1 Sustainability and consistency

When writing your education plan, it is vital to be able to prove long-term sustainability. You must show that it is consistent with your vision for the school and with your financial plans. It is absolutely vital that your education plan is affordable and matches your financial data.

### 2.2 Evidence and rationale

Providing a narrative and explanation for your proposal is imperative. Your curriculum, policies and overall vision for education should be backed up with an explanation and evidence, this can be done by supporting your narrative with references to published works and data. When writing Section D, ensure you are not only responding to the 'What', but also to the 'Why' and the 'How'. Doing so will show that your education plan is deliverable and feasible. If you currently run any schools, you should provide an explanation into any changes you plan on making, if you do not plan to make any changes you should set out your rationale for how this will be sufficient to meet the needs for your new school cohort.

### 2.3 Meeting pupil need

Throughout Section D you should consider how your proposed school will meet the needs of its target cohort. Whilst it is important to discuss your plans regarding pupil performance, attendance and behaviour, it is vital that you include your strategies to support pupils from different backgrounds. You should consider the predicted pupil intake and how you plan to support those with a differing degree of SEN, Looked After Children, pupils on FSM, pupils with EAL and pupils requiring literacy and numeracy intervention. How will you ensure that your approach will adequately meet the needs of your new school cohort?

### 2.4 Local impact

Linking to the previous point, your education plan should demonstrate how the school plans to promote community cohesion, both with the internal running of the school and the external impact on its local community. It is imperative to include your plans to ensure all pupils and their families feel included and integrated in the school environment, this should be related to religious education, mealtimes, school uniform policies and collective worship areas. Any proposal where the school would

not be inclusive of all pupils – with or without religious beliefs – or constitutes extremist views will not be approved.

## 2.5 Teacher workload

Central to a successful education plan is an excellent strategy for staff retention. Continuous Professional Development is often overlooked in applications, but a well-written proposal should discuss its plans for managing teacher workload and wellbeing, particularly so that it is sustainable as the school expands.

If you would like further support regarding your free school application, please get in touch with one of our advisors at Create: Schools.