**APPLICATION FOR APPROVAL**  **FORM A**

# VA SCHOOLS – DIOCESE OF SALISBURY

# (June 2018)

**This form is to be completed by all VA schools wishing to carry out any capital project, however funded, that is the governors’ responsibility. It should be submitted as soon as possible and before any applications are prepared for the Education Funding Agency (EFA) Capital Maintenance Fund or for planning permission**

**This form should be submitted by e-mail, fax or in hard copy to the Schools Estates Manager, Diocesan Education Centre, The Avenue, Wilton, SP2 0AG**

The Salisbury Diocesan Board of Education (SDBE) fulfils two roles when it approves VA School projects. Firstly it approves all capital work, which is the governors’ statutory responsibility, in VA schools. VA schools cannot carry out any capital works on their school buildings without SDBE consent under the SDBE Measure, as covered within the Supplementary Funding Agreement. Secondly, in respect of VA schools it decides what, **if any**, contribution is to be made to the project from the Uniform Statutory Trusts (UST). **Please Note** that from 1st April **2018** in line with other Dioceses the Salisbury Diocesan Board of Education is not making any contribution.

## To enable the Board to consider each project more easily, all VA governing bodies are asked to complete the form below. It may be submitted through the school’s Diocesan Schools Surveyor or Architect or be submitted directly to the Schools Estates manager.

**Name of School** (please include town or village name):

**Name of person submitting this application:**

‘Phone number:

**Description of proposed project :**

(a rough sketch plan for all building

works projects should be attached)

**Funding Sources**: DFC - Devolved Formula Capital: £

SCA - School Condition Allocations (formerly LCVAP): £

LA - Local Authority: £

Other (specify): £

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**Estimated gross cost of project**: £

(Including fees and VAT) --------------

**Expected Project Start Date**: .................................................................. **Expected Completion Date**: ...........................................................

**The governors are reminded that they will be liable for the balance of any project expenditure not covered by the EFA grant, LA or SDBE.**

**Asset Management Plan**:

(Specify how the project is supported in terms of condition, sufficiency and/or suitability - continue on separate sheet if necessary).

## Please provide a brief explanation of the rational that gives this project a high priority and details of any reports that support these works:

(Give details of any inspections or reports (Ofsted, LA, Fire Office etc) which support this application - continue on separate sheet if necessary. Copies of these reports may be attached if considered appropriate).

**Admission Number**:

Numbers on Roll: YR Y1 Y2 Y3 Y4 Y5 Y6 Y7 Y8 Y9 Y10 Y11 Y12 Y13

As at date of this application:

Projected numbers Jan 18

Jan 19

Jan 20

Signed by HT/ Finance Officer: Date:

**Diocesan School Surveyor/Architect Comments**:

(This is to include a statement confirming that, in his/her opinion, there are no essential condition buildings works that should take priority.)

Signed by Diocesan surveyor/architect: Date:

Project Approved in Principle by the SDBE: ...................................................... Schools Estates Manager Date: ..............................................