

APPENDIX 2 – DECISION FLOW CHART

Closure of St. Mary Magdalene CE Primary School

Process stage	Key Dates	DfE Statutory requirements <i>and remarks</i>
i) Informal consultation with schools and parents	September 2023	None.
ii) Cabinet member decision (IDM) agreeing to statutory consultation	1st October 2023	None. <i>There is a week for Overview & Scrutiny Committee “call in”</i>
iii) Statutory consultation period	13 th October 2023 to 30 th November 2023	4-6 weeks consultation. “At least 4 weeks” is in the guidance
iv) IDM decision agreeing to publish statutory proposals	15 th December 2023	None. <i>There is a week for Overview & Scrutiny Committee “call in”</i>
v) Publication of statutory proposals and representation period	3 rd January 2024 to 3 rd February June 2024	Publication must be within 12 months of the statutory consultation period being complete. Representation period must last for 4 weeks - and will need to be in term time - <i>Publication in local press and if possible, on the school website</i>
vi) Cabinet final decision following statutory proposals	February or March 2024	Cabinet decision must be within 2 months of the end of the representation period, by May 2024, otherwise this is referred to the Office of the Schools Adjudicator (OSA).
vii) Implementation	31 st August 2024	None, but expected to be no longer than 2 years after Cabinet decision (by Feb 2026)