

## School Capital Project: Request for Consent

Please note that all sections of the form need to be completed and submitted by all schools (maintained and academy) to the email address at the end of the form before the start of any capital project above £15,000.

Due to DfE 'End of Year Assurance' requirements, VA schools undertaking SCA projects need not complete this form.

At this stage no additional documents are needed but other information including for example a school premises development plan, surveyor/engineer/consultant report, extract from Ofsted or SIAMS report may be required following a review of the proposed project.

1. School name and address

2. Contact details of the person completing this form including name, role, telephone

number and email address

3. Type of work being undertaken – underline relevant category/categories

a. Condition/compliance    b. Suitability    c. Net zero carbon/energy efficiency

4. Brief description of project

With high aspiration for excellence, we are passionate for all within our family of schools to experience God's love in a culture of care, dignity and hope.

5. Expected cost of project including fees (planning; consultant) and VAT

The governing body or the trust board are reminded of their responsibility to appoint, where appropriate, a consultant who holds professional indemnity insurance for projects.

6. Consultant's name and contact details

7. If a consultant has not been appointed, please explain why not

8. We confirm that: this report is correct, there are no conflicts of interest with the consultants or proposed contracts and the project will comply with all relevant statutory requirements, including, if relevant, those listed below

- *Education (School Premises) regulation:* <https://www.gov.uk/guidance/standards-for-school-premises>;
- *The Construction (Design and Management) Regulations 1994;*
- *Building Regulations 2000 (SI 2000/2531) as amended:* <https://www.gov.uk/government/publications/manual-to-the-building-regulations>;
- *SEND code of practice 0-25 years* [https://assets.publishing.service.gov.uk/media/5a7dcb85ed915d2ac884d995/SEND\\_Code\\_of\\_Practice\\_January\\_2015.pdf](https://assets.publishing.service.gov.uk/media/5a7dcb85ed915d2ac884d995/SEND_Code_of_Practice_January_2015.pdf)
- *Diocesan Board of Education Measures 2021* <https://www.legislation.gov.uk/ukcm/2021/1/enacted>;
- *Public Contracts Regulations 2015* <https://www.gov.uk/guidance/buying-procedures-and-procurement-law-for-schools>

Name:

Signed:

Date:

---

Signed on behalf of the school governing body or trust board

*Once completed, please return a signed, electronic copy to [dswilliams@glosdioc.org.uk](mailto:dswilliams@glosdioc.org.uk). If you have any queries, please email, or telephone 01452 835537.*