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| --- | --- | --- |
| Name of School | | |
| Name of appointed Principal Designer | | |
| Application 1 | | |
| Scheme Description and detail |  | |
| Budget for Scheme (including VAT, fees and relevant surveys. Planning fee and DBE Fee as set out in Education Partnership 25/26) | £ | |
| Detailed Feasibility Report\* to support application with Photographs as part of the document.  (\**do not send Photographs as separate attachments*) | Attached Yes/No | |
| Is this scheme referenced in the DFE Condition Data Collection report for your school (either CDC1 or CDC2)  If yes, please state priority in that report |  | |
| Is this scheme referenced in your most recent 5-year Condition Survey?  Please state Priority |  | |
| Reference to the category and priority within your own (current) Schools Estate Vision, Strategy and Plan document (please attach) |  | |
| How does this scheme contribute to the carbon zero agenda (we also expect to see this referenced in the Feasibility Report) |  | |
| Who is the Schools Sustainability Lead?  *The DFE*[*sustainability and climate change strategy for education*](https://www.gov.uk/government/publications/sustainability-and-climate-change-strategy/sustainability-and-climate-change-a-strategy-for-the-education-and-childrens-services-systems)*states: “****By 2025****, all education settings will have nominated a sustainability lead and put in place a climate action plan”. This includes early years settings, schools, multi-academy trusts, colleges, and universities.*  Please confirm if you have completed the Count Your Carbon Toolkit (please attach report)  Please confirm if you have a Schools Climate Action Plan (if yes please attach) | Yes/No  Yes/No | |
| Is this scheme mentioned in your Heat Decarbonisation Plan? |  | |
| Does your school have LED lighting throughout? |  | |
| Additional Funds (above the statutory Governors 10%) available to support | £ | |
| Details and evidence of other Funding sources/ grants/ SALIX applied for to supplement the application | Please supply confirmations | |
| **Please confirm:**  You understand your legal responsibilities under the Construction (Design and Management) Regulations 2015? (As the Client.)  You understand the legal, safety and procedural responsibilities associated with the project?  You understand the risks associated with the project - have you considered potential risks associated with asbestos, fire safety and the safety of children, staff and contractors during construction?  You have the right skills and resources to meet your responsibilities within the project | Yes  Yes  Yes  Yes | No  No  No  No |

We have read and completed the following documents:

[Benefits of strategic estate management](https://assets.publishing.service.gov.uk/media/5f845992d3bf7f6ba5091f78/Benefits_of_strategic_estate_management.pdf)

[Self-assessment tool](https://assets.publishing.service.gov.uk/media/5f84b8d7e90e07703cfe2e58/GEMS_self_assessment_tool.xlsx)

[A guide to strategic estate documents](https://assets.publishing.service.gov.uk/media/5f8468c3d3bf7f6ba6e77af1/A_guide_to_strategic_estate_documents.pdf)

[Good estate governance](https://assets.publishing.service.gov.uk/media/5f847eddd3bf7f6b9af0365a/Good_estates_governance.docx)

[Top 10 estates checks for boards](https://assets.publishing.service.gov.uk/media/5f846b468fa8f50451896ba0/Top_10_estate_checks_for_boards.pdf)

[The information you need to know about your estate](https://assets.publishing.service.gov.uk/media/5f847adad3bf7f6b983378b3/The_information_you_need_to_know_about_your_estate.odt)

[Introduction to condition surveys](https://assets.publishing.service.gov.uk/media/5f8480b58fa8f50455cd95d3/Introduction_to_condition_surveys.pdf)

[How to begin estate performance management and benchmarking](https://assets.publishing.service.gov.uk/media/5f84aee48fa8f50456bb8bb4/How_to_begin_estate_performance_management_and_benchmarking.docx)

[Tips to reduce energy and water use in schools](https://assets.publishing.service.gov.uk/media/5f847c598fa8f504594d4b82/Top_tips_to_reduce_energy_and_water_use_in_schools.pdf)

[How to prioritise maintenance](https://assets.publishing.service.gov.uk/media/5f84ac9c8fa8f50455cd95d5/How_to_prioritise_maintenance.pdf)

[Maintenance risk based tool](https://assets.publishing.service.gov.uk/media/5f8443548fa8f50456bb8ba3/Maintenance_risk_based_tool.xlsx)

[Compliance tracker](https://assets.publishing.service.gov.uk/media/5f84b003e90e077041376d18/Compliance_Tracker.xlsx)

[Estate projects checklist](https://assets.publishing.service.gov.uk/media/5f84832c8fa8f50458d347ec/Estate_projects_checklist.docx)

[Sector organisations for further information](https://assets.publishing.service.gov.uk/media/5f841b96e90e0770444140b2/Sector_organisations.pdf)

I confirm that the Governors of *insert school name* VA Primary School are able to meet the terms and conditions of the grant and fund 10% of scheme budget of £ insert cost of scheme and £ of extra funding to support the Scheme. (Payable before commencement of Scheme)

**Signed [Headteacher]**

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**Signed [Chair of Governors]**

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**Date:**

Please submit by email to [education@hereford.anglican.org](mailto:education@hereford.anglican.org) by **27th November 2025** together with documents listed below.

|  |  |
| --- | --- |
| Estate Management Plan |  |
| Estate Strategy |  |
| Asset Management Plan |  |
| Detailed Feasibility Report |  |
| Relevant extract from 5 Year Condition Survey |  |
| Other Funding sources/grants |  |
| Relevant extract from CDC report |  |
| [Self-assessment tool](https://assets.publishing.service.gov.uk/media/5f84b8d7e90e07703cfe2e58/GEMS_self_assessment_tool.xlsx)  Please Complete the tab “Self-Assessment “ and return |  |