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| Description: Description: Description: Description: Education Funding Agency 2955 | **SAT554 – Application for Orders to be made under Section 554 of the Education Act 1996** |
| **This application form must be completed by an official authorised to act on behalf of the relevant Religious denomination (Diocese etc.)** | |
| Date of application: Click here to enter text. | |
| Name of Diocese: Click here to enter text. | |
| Address of Diocese: Click here to enter text. | |
| Local Education Authority: Click here to enter text. | |
| Parish/Town/Borough/District: Click here to enter text. | |
| School/Academy name (Please give school’s original name if different): Click here to enter text. | |
| School/Academy address: Click here to enter text. | |
| DfE reference number (if applicable): Click here to enter text. | |
| Registered Charity Number: Click here to enter text. | |
| Signed authorised official completing this application: Click here to enter text. | |
| Name of applicant: Click here to enter text. | |
| Position held: Click here to enter text. | |
| Direct contact telephone no: Click here to enter text. | |
| Contact E-mail address: Click here to enter text. | |
| **Notes to applicants - Please read the following and associated advice document prior to making an application:**  Please note the disposal, or change of use, of school land may also require Secretary of State consent under both section 77 of the School Standards and Framework Act 1998 and Schedule 1 to the Academies Act 2010. If these Acts apply to the land in question then please seek the relevant application forms from the Schools Assets Team on the below email contact.  This application is for education endowment orders to be made under section 554 of the 1996 Education Act, **please present an electronic version of the completed form.** An application for an order under section 554 of the Education Act 1996 (a ‘section 554 order’) may be made by the appropriate authority of any religious denomination or religion. **An order can be made only** in respect of schools which have closed or which are about to close in the near future. Applications for orders will not be accepted if there is merely an intention to close the school in question. In practical terms, a school which is to close in the near future is one where proposals to discontinue or transfer the school have been published under the Education and Inspections Act 2006. The original premises of a voluntary controlled school which has transferred to a new site will not normally be included in an order.  **Although the Department will fully investigate the eligibility of a foundation for inclusion in a section 554 order, the diocese, or diocesan solicitors, should not submit an application for an order unless they are satisfied that the endowment concerned is eligible.**  Some sections of this form may contain references to relevant paragraphs of departmental guidance. This document can be requested from the Schools Assets Team using the below contact points, however it is also available on the [www.gov.uk](http://www.gov.uk) website. **You should complete all questions appropriate to your application**, where you do consider a question not to be relevant you should provide a full explanation as to why that question has not been completed. The information will not be considered as an application until **all** relevant information is provided, including responses to subsequent questions. Applicants are encouraged to supplement their application with any additional information they consider appropriate.  If you have any queries, please contact:  **Schools Assets Team**  **General line:** 01325 340470  **E-mail:** [schoolsassets.efacapital@education.gsi.gov.uk](mailto:schoolsassets.efacapital@education.gsi.gov.uk) | |

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| **Trust Deeds** |
| **Q.1** Have the Trust Deeds been included within the application? If so please provide the datethe relevant Trust Deeds were completed:  (please provide a transcript of the original deeds)  Answer: Click here to enter text. |
| **Q.2** Provide details of the Trust Deeds (for example, if they came under the Schools Sites Act 1841?):  Answer: Click here to enter text. |
| **Q.3** Name of Grantor:  Answer: Click here to enter text. |
| **Q.4** Trustees:  Answer: Click here to enter text. |
| **Q.5** Is there Sunday school provision?  Answer: Click here to enter text. |
| **Regulating Schemes** |
| **Q.6** Please give details of any scheme made by the Charity Commission, The Board of Education or a Court:  Answer: Click here to enter text. |
| **Endowments** |
| **Q.7** Please give details of any associated endowments such as investments, rent charges etc.:  Answer: Click here to enter text. |
| **Teacher’s House** |
| **Q.8** If there is a teacher's house involved, please give the date of the deed:  Answer: Click here to enter text. |
| **Q.9** If the house has already been sold please provide the method of sale, proceeds and investment details:  Answer: Click here to enter text. |
| **School Details** |
| **Q.10** Is the school closed? If so please give the date of closure. If not, please give the date on which proposals to cease to maintain the school were made by the LA:  Answer: Click here to enter text. |
| **Q.11** Is (or was) the school aided or controlled?  Answer: Click here to enter text. |
| **Q.12** Has the school been or will it be transferred to a new site?  Answer: Click here to enter text. |
| **Q.13** Have the former premises been sold? If so, please state the method of sale, proceeds and investment details:  Answer: Click here to enter text. |
| **Q.14** Is or was the school privately owned but held for the purposes of a school by the trustees under a lease or agreement? If so, was it later conveyed to them on solely educational and Church of England trust?  Answer: Click here to enter text. |
| **Q.15** Is (or was) the school conducted as a Church of England School?  Answer: Click here to enter text. |
| **Q.16** Is the foundation subject to any non-educational trusts which can still be applied?  Answer: Click here to enter text. |
| **Reverter** |
| **Q.16** Does the grant take effect under section 2 or section 6 of the School Sites Act 1841? (please refer to the School Sites Act 1841 and paragraph 10 of the s554 guidance for additional information)  Answer: Click here to enter text. |
| **Q.17** Please give information about any possible reverter claims, including whether any steps have been taken to trace potential beneficiaries (and if so, what investigations have been carried out):  Answer: Click here to enter text. |
| **Religious Education Funds** |
| **Q.18** Please state if a Religious Education Fund will be needed and say if its trustee will be the local vicar, or rector and churchwardens for the time being:  Answer: Click here to enter text. |
| **General** |
| **Q.19** Has there been earlier correspondence with the Department about this foundation? If so, please give dates and references:  Answer: Click here to enter text. |
| **Q.20** Please state if provision for Foundation schools is required:  Answer: Click here to enter text. |
| **Q.21** Please state if the uniform statutory trusts set out in Schedule 36 to the Education Act 1996 are to be included in the order:  Answer: Click here to enter text. |
| **Q.22** Please advise if the Diocesan Board of Education (DBE) is unincorporated and if so whether the s.554 order should include a clause requiring the DBE to be consulted by the Diocesan Board of Finance (DBF) concerning the exercise of the powers and functions conferred on the DBF where it is appointed as trustee by the Order.  Answer: Click here to enter text. |

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| **Annex A – Order distribution address list, please note this form is to be completed in all cases** | |
| Name of Foundation:Click here to enter text. | |
| **Title** | **Name & Address (Including E-mail addresses)** |
| Bishop of Diocese |  |
| Diocesan Director of Education |  |
| Diocesan Solicitor (Include Tel no) |  |
| Chief Executive of County Council (Include Tel no) |  |
| Chief Education Officer LA (Include Tel no) |  |
| Chief Executive of District Council (Include Tel no) |  |
| Parish Clerk (Include Tel no) |  |
| Trustees of School (Include Tel no) |  |
| Head Teacher of Open School |  |
| Vicar of Sunday School (where applicable) |  |
| **Please email the completed form to:** [schoolsassets.efacapital@education.gsi.gov.uk](mailto:schoolsassets.efacapital@education.gsi.gov.uk)  **If required, a copy of the completed form can be returned to:**  Schools Assets Team  Education Funding Agency  Schools Capital Division  Bishopsgate House  Darlington  DL1 5QE | |