



EDUCATION
*r*esponse
.....
from WRIGLEYS

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Fixed price legal support
for schools, academies and MATs
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What is covered by *Education Response*

Employment Law & HR Support	<ul style="list-style-type: none">• Disciplinary & grievance procedures• Sickness absence• Capability• Performance management• Changing terms & conditions• Trade union relations
Education Support	<ul style="list-style-type: none">• Governance• Admissions & exclusions• SEN• Support with family & pupil welfare• Support with parental responsibilities issues
Business Support	<ul style="list-style-type: none">• General contracts• Procurement• Land & Buildings• Data Protection & Freedom of Information• Company secretarial (resolutions, annual returns, maintaining statutory books, filings with Companies House).

Features of *Education Response* **HELPLINE**

- A **dedicated solicitor** with responsibility for your school
- 24/7 access to an **online document library** with hundreds of free HR related letters, policies and guidance notes
- A **partnership** that begins with a visit to your school and continues with regular contact
- An **annual strategy visit** or **virtual meeting** with the Head, SLT and/or Chair of Governors
- **2 free places** at our annual employment seminar and our Education Briefings
- **Free bulletins** on employment and education topics
- **Networking** opportunities with other schools at seminars and social functions

“...their expert knowledge and experience in the field of Education and dealing with Local Authorities and the Charity Commission was invaluable.”

Fylde Coast Academy Trust

EDUCATION *r*esponse HELPLINE

A helpline for 'day to day' legal issues

For a fixed fee, **Education Response HELPLINE** is an unlimited legal helpline covering general 'day to day' matters that schools, academies and MATs need instant advice on.

Primary School	Secondary School	MAT (3-9 schools)	MAT (10+ schools)	MAT (20+ schools)
£80 per month	£125 per month	£240 per month	£320 per month	Price on application

Education Response HELPLINE is designed around the daily legal needs of schools, academies and MATs covering employment & HR support, education support and business support.

For a fixed fee starting from £80 per month, **Education Response HELPLINE** is run by qualified and experienced solicitors who are available to help with an unlimited number of legal issues.

Simple	Fixed cost	Financial Certainty	Partnership	Keep up to date
Call or email us about any legal matter.	Fees are fixed for all 'day to day' issues.*	You can set a budget and control your expenditure.	You will be matched with a personal contact at Wrigleys.	Free training places in addition to our free bulletins.

***Education Response HELPLINE** covers up to one hour of advice per legal issue. We have found that this is ample time for most day to day issues. Sometimes you will need assistance with more complex matters which cannot be dealt with under the Helpline. For those matters, we are pleased to offer our Education Response Helpline clients a 10% discount on our usual hourly rates.

Contact **Chris Billington** or **Alacoque Marvin** to find out more about Education Response on:

0113 244 6100 or visit www.wrigleys.co.uk/education

Governance reviews for academy trusts

Wrigleys Solicitors and Satis Education provide a governance review service for academy trusts which assesses and reports on the governance function and provides targeted recommendations and support where action is required.

Our governance review service offers you three levels of service.

Option 1 - Effective Governance

A review of your effectiveness comprising

- a desk-top review of your most recent trust board and committee minutes (including a sample of local governing body minutes), as well as your terms of reference and scheme of delegation, to form lines of enquiry
- meetings with your key stakeholders to assess their understanding of the current governance model and how it operates
- attending a full trust board meeting and reviewing the subsequent minutes
- a review of your most recent skills audit

Option 2 - Compliance

A review of your compliance with key regulatory requirements covering your

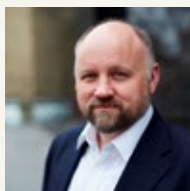
- articles of association
- funding agreement(s)
- latest audited accounts and annual report
- register of interests
- register of related party transactions
- scheme of delegation
- conflicts of interest policy
- code of conduct
- website
- clerk's contract and CV/biography

Option 3 - Effective Governance and Compliance

A combined review of your effectiveness (option 1) and compliance (option 2) to provide a comprehensive assessment of your effectiveness and compliance across all key areas

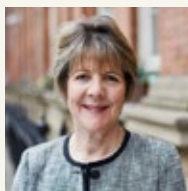
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