

To: Deputy Director of Education

INITIAL LAND & BUILDING PROJECT REQUEST to SITE TRUSTEES

To be completed by ALL Church of England Schools & Academies

Name of School/ Academy:

Name of Head Teacher:

Project outline: (also attach plans)

School/Academy contact for project:

Is this project identified in the Schools Estate Management Plan and your AMP?

Yes/No

Please attach plans (if applicable)

If this project has been discussed with anyone from the Diocesan Education Team please enter name below:

School / Academy intended total spend on this project: £_____

Source of any funding of this project:

Signed:

(Head Teacher)

Signed:

(Chair of Governors)

Date:

Diocesan Office Use

Date received:

Site Trustees:

Church Supplemental Agreement or Lease for Academy:

The above project is in accordance with the objectives of the School/Academy Asset Management Plan and is an appropriate project: YES / NO

Signed:

Date: