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Guidance

# Opening, closing and making changes to schools

Schools adjudicator decisions on opening, closing and making significant changes (prescribed alterations) to maintained schools.

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From: [Office of the Schools Adjudicator](#)

Published 16 August 2022

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## Opening a school

The adjudicator decides on proposals to open a new school where the local authority:

- is involved in the trust of a new foundation school
- is the proposer of a new school under Section 10 of the Education and Inspections Act 2006 (EIA)
- does not decide proposals for a new school within 2 months of the end of the representation period

It also makes decisions on proposals where:

- the Diocesan Board of any C of E Diocese or the bishop of any Roman Catholic church in the relevant area appeals the decision of a local authority
- the proposers of a new school refer the decision of the local authority

Find out more from the statutory guidance on [opening and closing maintained schools](#).

## Closing a school

The adjudicator decides on proposals to close a school where:

- the local authority does not decide proposals to close a school within 2 months of the end of the representation period

- the Diocesan Board of any C of E Diocese or the bishop of any Roman Catholic church in the relevant area appeals the decision of a local authority
- the governing board or foundation of a voluntary or foundation school refer the decision of a local authority

Find out more from the statutory guidance on [opening and closing maintained schools](#).

To make a referral, email the relevant documents as set out in the statutory guidance to: [osa.team@schoolsadjudicator.gov.uk](mailto:osa.team@schoolsadjudicator.gov.uk).

## Significant changes to maintained schools

These changes include:

- the enlargement of school premises
- the numbers at a special school
- age range
- closing a site or transfer of a site
- change of category
- change from or to single sex
- special needs provision
- boarding

The adjudicator decides these proposals where:

- the local authority does not decide proposals within 2 months of the end of the representation period
- the proposal is related to a proposal which must be decided by the adjudicator
- the Diocesan Board of any C of E Diocese or the bishop of any Roman Catholic church in the relevant area appeal the decision of a local authority
- the governing board or foundation of a voluntary or foundation school refer the decision of a local authority

Find out more from the statutory guidance on [making significant changes \('prescribed alterations'\) to maintained schools](#).

To make a referral, email the relevant documents as set out in the statutory guidance to: [osa.team@schoolsadjudicator.gov.uk](mailto:osa.team@schoolsadjudicator.gov.uk).

## Foundation proposals

Local authorities may refer a proposal for a foundation school to acquire a foundation trust or a foundation majority to the adjudicator if it considers the proposal to have a negative effect on the standards at the school. This must be done during the 4-week representation period.

To make a referral, email the relevant documents as set out in the statutory guidance to: [osa.team@schoolsadjudicator.gov.uk](mailto:osa.team@schoolsadjudicator.gov.uk).

Published 16 August 2022

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