A full proposal document – Proposed Expansion of The Bellbird Primary School

PROPOSALS FOR PRESCRIBED ALTERATIONS BY THE LOCAL AUTHORITY TO MAINTAINED SCHOOLS.
(As outlined in Schools Organisation for maintained Schools: Guidance for proposers and decision makers (January 2014)):

Information to be included in or provided in relation to proposals

**LA Proposal: School and local education authority details**

The name, address and category of the school and a contact address for the local education authority who are publishing the proposals.

| The Bellbird Primary School, Link Road, Sawston, Cambridge CB22 3GB |
| Community Primary School |
| Local Authority contact: |
| Rob Lewis, 0-19 Area Education Officer |
| 0-19 Places Planning Service, People and Communities |
| Cambridgeshire County Council |
| Box OCT1213, Shire Hall, Cambridge, CB3 0AP |
| Tel: 01223 699789 |
| Email: Robert.Lewis@cambridgeshire.gov.uk |

**Implementation and any proposed stages for implementation**

1. The date on which the proposals are planned to be implemented, and if they are to be implemented in stages, a description of what is planned for each stage, and the number of stages intended and the dates of each stage.

   In accordance with section 19 of the Education and Inspections Act 2006, **to enlarge the premises from 315 to 420 places** with effect from 1 September 2019.

**Objections and comments**

A statement explaining the procedure for making representations, including

- the date by which objections or comments should be sent to the local education authority; and
- the address of the authority to which objections or comments should be sent.

| Statutory Notice published in the Cambridge News on 5 September 2018 with a four-week period for representations. |
| The deadline for representations is 3 October 2018. |
These will be sent to: Rob Lewis, 0-19 Area Education Officer, 0-19 Places Planning Service, People and Communities, Cambridgeshire County Council, Box OCT1213, Shire Hall, Cambridge, CB3 0AP Tel: 01223 699789 Email: Robert.Lewis@cambridgeshire.gov.uk

If there are no objections the proposal will be determined by the Head of Service, 0-19 Place Planning & Sufficiency. If there are objections, the decision on whether or not to proceed with the proposals will be taken at the Children & Young People Committee on 9 October 2018.

Alteration description

1. A description of the proposed alteration and in the case of special school proposals, a description of the current special needs provision.

The expansion will increase the school’s capacity from 315 pupils (1.5 Forms of Entry (FE)) in September 2018, to 420 pupils (2FE) from September 2019 onwards. The school will admit up to 60 four year old pupils (2FE) each year and it is anticipated that the school will approach its new capacity (420 places) by September 2024.

The school currently has 10 permanent classrooms and two further classrooms in temporary accommodation. The double mobile will be removed from the site on completion of the works in July 2019. The building extension will provide a net 4 additional classrooms.

School capacity

2.—(1)Where the alteration is an alteration falling within any of paragraphs 1 to 4, 8, and 12-14 of Schedule 2 of The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013, the proposals must also include—

(a) details of the current capacity of the school and where the proposals will alter the capacity of the school, the proposed capacity of the school after the alteration;

The current net capacity is 315 pupils. The net capacity from September 2019 will be 420.

(b) details of the current number of pupils admitted to the school in each relevant age group, and where this number is to change, the proposed number of pupils to be admitted in each relevant age group in the first school year in which the proposals will have been implemented;
Class Organisation 2018/19

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(c) where it is intended that proposals should be implemented in stages, the number of pupils to be admitted to the school in the first school year in which each stage will have been implemented:

The formal increase of the school’s PAN from 45 up to 60 will be implemented in September 2019.

(d) where the number of pupils in any relevant age group is lower than the indicated admission number for that relevant age group a statement to this effect and details of the indicated admission number in question.

N/A

(2) Where the alteration is an alteration falling within any of paragraphs 1 to 4, 8, and 12 to 14, of Schedule 2 of The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 a statement of the number of pupils at the school at the time of the publication of the proposals.

There are expected to be 342 pupils registered in September 2018.

Implementation

3. Where the proposals relate to a foundation or voluntary controlled school a statement as to whether the proposals are to be implemented by the local education authority or by the governing body, and, if the proposals are to be
implemented by both, a statement as to the extent to which they are to be implemented by each body.

The proposals will be implemented by the County Council.

**Additional Site**

4. (1) A statement as to whether any new or additional site will be required if proposals are implemented and if so the location of the site if the school is to occupy a split site.

N/A

(2) Where proposals relate to a foundation or voluntary school a statement as to who will provide any additional site required, together with details of the tenure (freehold or leasehold) on which the site of the school will be held, and if the site is to be held on a lease, details of the proposed lease.

N/A

**Changes in boarding arrangements**

5. (1) Where the proposals are for the introduction or removal of boarding provision, or the alteration of existing boarding provision such as is mentioned in paragraph 12, 13 of Schedule 2 of The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 —

(a) the number of pupils for whom it is intended that boarding provision will be made if the proposals are approved;

N/A

(b) the arrangements for safeguarding the welfare of children at the school;

N/A

(c) the current number of pupils for whom boarding provision can be made and a description of the boarding provision;

N/A

(d) except where the proposals are to introduce boarding provision, a description of the existing boarding provision.
(2) Where the proposals are for the removal of boarding provisions or an alteration to reduce boarding provision such as is mentioned in paragraph 12, 13 of Schedule 2 of The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 —

(a) the number of pupils for whom boarding provision will be removed if the proposals are approved;

(b) a statement as to the use to which the former boarding accommodation will be put if the proposals are approved.

Transfer to new site

6. Where the proposals are to transfer a school to a new site the following information refers to paragraph 14, 15 of Schedule 2 of The School Organisation (Prescribed Alterations to Maintained Schools in) (England) Regulations 2013 —

(a) the location of the proposed site (including details of whether the school is to occupy a single or split site), and including where appropriate the postal address;

(b) the distance between the proposed and current site;

(c) the reason for the choice of proposed site;

(d) the accessibility of the proposed site or sites;
(e) the proposed arrangements for transport of pupils to the school on its new site;

N/A

(f) a statement about other sustainable transport alternatives where pupils are not using transport provided, and how car use in area will be discouraged.

N/A

Objectives

7. The objectives of the proposals.

To increase the capacity of the school from 315 places to 420 places to provide for the demand for places in the local area arising from a combination of new housing development and an increase in the population aged 4-10 years within the school’s catchment area.

Consultation

8. Evidence of the consultation before the proposals were published including—

(a) a list of persons who were consulted;
(b) minutes of all public consultation meetings;
(c) the views of the persons consulted;
(d) a statement to the effect that all applicable statutory requirements in relation to the proposals to consult were complied with; and
(e) copies of all consultation documents and a statement on how these documents were made available.
The school opened on this site in September 2007. The school building was designed in a way that allowed it to be extended to 420 places when this was required, hence the potential expansion of the school has been known about for a number of years.

There have been ongoing discussions between the County Council and the Governing Body of the school since 2012. The school has been kept informed of these proposals and has been involved in the proposed design of the building and the increase in the Published Admission Number and overall capacity of the school.

There has been ongoing consultation with neighbours as the proposed scheme has been taken through the Planning Application process. A public consultation was held at the school in March 2018, attended by 39 people. Individuals were able to respond by completing the questionnaire at the end of the consultation document or writing separately.

10 feedback forms were submitted at the end of the consultation event.

The PAN change to 60 for September 2019 has been consulted on previously as part of the annual consultation on school admission arrangements undertaken from November 2017 to January 2018.

As required by statutory guidance, copies of the Council’s proposal have been sent directly to:
- union representatives
- the governing bodies of the two schools
- the Local MP
- South Cambridgeshire District Council
- the Regional Schools Commissioner
- the Church of England Diocese Ely
- the Roman Catholic Diocese of East Anglia

Local schools and pre-schools were asked to inform their staff and parents of children attending of the proposed changes

Hence the County Council has complied with all statutory requirements with reference to the consultation.

Project costs

9. A statement of the estimated total capital cost of the proposals and the breakdown of the costs that are to be met by the governing body, the local education authority, and any other party.

The total capital cost of the proposal is £2.46 million. The County Council is meeting the full cost of the proposal, although part of the cost will be recouped from contributions from new housing developments, which have recently received planning permission in the local area.
10. A copy of confirmation from the Secretary of State, local education authority and the Learning and Skills Council for England (as the case may be) that funds will be made available (including costs to cover any necessary site purchase).

Funding for the costs of the project will be made available by the County Council via its five-year rolling capital programme. The current assumption is that £59k will come from the Schools Condition Grant and £2,401k from prudential borrowing.

Age range

11. Where the proposals relate to a change in age range, the current age range for the school.

N/A

Early years provision

12. Where the proposals are to alter the lower age limit of a mainstream school by three years or more, except where the alterations are temporary as mentioned in paragraph 2, 3 of Schedule 2 in The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 —

(a) details of the early years provision, including the number of full-time and part-time pupils, the number and length of sessions in each week, and the services for disabled children that will be offered;

N/A

(b) how the school will integrate the early years provision with childcare services and how the proposals are consistent with the integration of early years provision for childcare;

N/A

(c) evidence of parental demand for additional provision of early years provision;

N/A

(d) assessment of capacity, quality and sustainability of provision in schools and in establishments other than schools who deliver the Early Years Foundation Stage within 3 miles of the school;

N/A
(e) reasons why such schools and establishments who have spare capacity cannot make provision for any forecast increase in the number of such provision.

N/A

Changes to sixth form provision

13. (1) Where the proposals are to alter the upper age limit of the school as described in paragraph 2.4 of Schedule 2 in The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013; so that the school provides sixth form education or additional sixth form education, a statement of how the proposals will—
   (a) improve the educational or training achievements;
   (b) increase participation in education or training; and
   (c) expand the range of educational or training opportunities for 16-19 year olds in the area.

N/A

(1) Where the proposals are to alter the upper age limit of the school so that the school will provide sixth form education, the proposed number of sixth form places to be provided.

N/A

14. Where the proposals are to alter the upper age limit of the school so that the school ceases to provide sixth form education, a statement of the effect on the supply of 16-19 places in the area.

N/A

Special educational needs

15. Where the proposals are to establish or change provision for special educational needs, as described in paragraph 5-8 of Schedule 2 in The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013—
   (a) a description of the proposed types of learning difficulties in respect of which education will be provided and, where provision for special educational needs already exists, the current type of provision;

N/A
(b) any additional specialist features will be provided;  
N/A

(c) the proposed numbers of pupils for which the provision is to be made;  
N/A

(d) details of how the provision will be funded;  
N/A

(e) a statement as to whether the education will be provided for children with special educational needs who are not registered pupils at the school to which the proposals relate;  
N/A

(f) a statement as to whether the expenses of the provision will be met from the school’s delegated budget;  
N/A

(g) the location of the provision if it is not to be established on the existing site of the school;  
N/A

(h) where the provision will replace existing educational provision for children with special educational needs, a statement as to how the local education authority believes that the new provision is likely to lead to improvement in the standard, quality and range of the educational provision for such children;  
N/A

(i) the number of places reserved for children with special educational needs, and where this number is to change, the proposed number of such places.  
N/A
16. Where the proposals are to discontinue provision for special educational needs—

(a) details of alternative provision for pupils for whom the provision is currently made;

N/A

(b) details of the number of pupils for whom provision is made that is recognised by the local education authority as reserved for children with special educational needs during each of the 4 school years preceding the current school year;

N/A

(c) details of provision made outside the area of the local education authority for pupils whose needs will not be able to be met in the area of the authority as a result of the discontinuance of the provision;

N/A

(d) a statement as to how the authority believe that the proposals are likely to lead to improvement in the standard, quality and range of the educational provision for such children.

N/A

17. Where the proposals will lead to alternative provision for children with special educational needs, as a result of the establishment, alteration or discontinuance of existing provision, the specific educational benefits that will flow from the proposals in terms of—

(a) improved access to education and associated services including the curriculum, wider school activities, facilities and equipment with reference to the local education authority’s Accessibility Strategy;

(b) improved access to specialist staff, both educational and other professionals, including any external support and outreach services;

(c) improved access to suitable accommodation; and

(d) improved supply of suitable places.

N/A
Sex of pupils

18. Where the proposals are to make an alteration to provide that a school which was an establishment which admitted pupils of one sex only becomes an establishment which admits pupils of both sexes, as mentioned in paragraph 11 (1a) of Schedule 2 in The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013—

(a) details of the likely effect which the alteration will have on the balance of the provision of single sex education in the area;

N/A

(b) evidence of local demand for single-sex education;

N/A

(c) details of any transitional period which the body making the proposals wishes specified in a transitional exemption order (within the meaning of section 27 of the Sex Discrimination Act 1975).

N/A

19. Where the proposals are to make an alteration to a school to provide that a school which was an establishment which admitted pupils of both sexes becomes an establishment which admits pupils of one sex only, as mentioned in paragraph 11 (1b) of Schedule 2 in The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013—

(a) details of the likely effect which the alteration will have on the balance of the provision of single-sex education in the area;

N/A

(b) evidence of local demand for single-sex education.

N/A

Extended services

20. If the proposed alterations affect the provision of the school’s extended services, details of the current extended services the school is offering and details of any proposed change as a result of the alterations.

N/A

Need or demand for additional places
21. If the proposals involve adding places—
   (a) a statement and supporting evidence of the need or demand for the particular places in the area;

   The County Council has faced significant pressure on primary school places in Sawston as a result of a rise in the annual number of births. This increase in the births is not only being experienced in Sawston, but also in other parts of the County.

   Pupil forecasts indicate that an additional 0.5 form of entry of Reception places (15 places) is required in Sawston. The school over-admitted in September 2015, 2016 and 2017 and is expected to do so in 2018 before the PAN is increased to 60 in September 2019.

   (b) where the school has a religious character, a statement and supporting evidence of the demand in the area for education in accordance with the tenets of the religion or religious denomination;

   N/A

   (c) where the school adheres to a particular philosophy, evidence of the demand for education in accordance with the philosophy in question and any associated change to the admission arrangements for the school.

   N/A

22. If the proposals involve removing places—
   (a) a statement and supporting evidence of the reasons for the removal, including an assessment of the impact on parental choice;

   N/A

   (b) a statement on the local capacity to accommodate displaced pupils.

   N/A