



***Delegated Decisions by Cabinet Member for Children,  
Education & Families***

***Monday, 3 November 2014 at 12.00 pm  
County Hall, Oxford***

***Items for Decision***

The items for decision under individual Cabinet Members' delegated powers are listed overleaf, with indicative timings, and the related reports are attached. Decisions taken will become effective at the end of the working day on 11 November 2014 unless called in by that date for review by the appropriate Scrutiny Committee.

Copies of the reports are circulated (by e-mail) to all members of the County Council.

**These proceedings are open to the public**

A handwritten signature in black ink that reads "Peter G. Clark." The signature is written in a cursive style and is underlined.

Peter G. Clark  
County Solicitor

October 2014

**Contact Officer: *Deborah Miller***  
*Tel: (01865) 815384; EMail:deborah.miller@oxfordshire.gov.uk*

**Note: *Date of next meeting: 8 December 2014***

**If you have any special requirements (such as a large print version of these papers or special access facilities) please contact the officer named on the front page, but please give as much notice as possible before the meeting.**

## Items for Decision

### 1. **Declarations of Interest**

### 2. **Questions from County Councillors**

Any county councillor may, by giving notice to the Proper Officer by 9 am two working days before the meeting, ask a question on any matter in respect of the Cabinet Member's delegated powers.

The number of questions which may be asked by any councillor at any one meeting is limited to two (or one question with notice and a supplementary question at the meeting) and the time for questions will be limited to 30 minutes in total. As with questions at Council, any questions which remain unanswered at the end of this item will receive a written response.

Questions submitted prior to the agenda being despatched are shown below and will be the subject of a response from the appropriate Cabinet Member or such other councillor or officer as is determined by the Cabinet Member, and shall not be the subject of further debate at this meeting. Questions received after the despatch of the agenda, but before the deadline, will be shown on the Schedule of Addenda circulated at the meeting, together with any written response which is available at that time.

### 3. **Petitions and Public Address**

### 4. **Alteration of Upper Age Limit at Icknield Community College, Watlington** (Pages 1 - 34)

*Forward Plan Ref:* 2014/110

*Contact:* Diane Cameron, School Organisation Officer Tel: (01865) 816445

Report by Director for Children's Services (**CMDCEF4**).

This proposal is led by the Governing Body of Icknield Community College. The proposal is to establish a Sixth Form at the College from September 2015.

A consultation and a statutory notice period have now run their course and this report summarises the procedure followed and outcomes of it.

In order to do so, the College's upper age limit must be altered from 16 to 19. This requires a decision to be made by Cabinet Member for Children, Education & Families acting for the Local Authority.

***The Cabinet Member is RECOMMENDED to approve the extension of the age range at Icknield Community College to include post-16 provision.***



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**Divisions: Chalgrove & Watlington.** Also of interest to Thame & Chinnor, Henley and Benson & Cholsey

## **CABINET MEMBER FOR CHILDREN, EDUCATION & FAMILIES 3 NOVEMBER 2014**

### **FINAL REPORT ON THE PROPOSED EXTENSION OF AGE RANGE AT ICKNIELD COMMUNITY COLLEGE, WATLINGTON**

**Report by Director for Children's Services**

#### **Introduction**

1. This report follows a public consultation and a subsequent statutory notice period relating to the governing body's proposal to extend the age range of Icknield Community College from its current 11 - 16 status to 11 - 19. The governors wish to establish a Sixth Form.
2. The public consultation ran from 9 June 2014 – 7 July 2014. The consultation leaflet is attached at Annex 1 and was circulated to all parents of pupils at the College, County Council teams, District, Council and Parish councillors and other groups and organisations. It was also available on the county council website.
3. Additionally, the College held two open meetings during the consultation period to answer any queries raised. Notes from these meetings are attached at Annex 6.
4. Cllr Melinda Tilley, Cabinet Member for Children, Education & Families accepted an invitation to visit the College to discuss the proposals during the consultation period. She also spent time talking to pupils at the College about the process it is going through in making the proposals.
5. The consultation leaflet contains the main body of the reasoning behind the College's proposals, and therefore these are not duplicated in this report, being set out in Annex 1.
6. The statutory notice (attached at Annex 2) was published by the Governing Body, supported by the Local Authority, in the Oxford Mail on 1 September 2014 and expired following 4 weeks of formal consultation on 29 September 2014. In accordance with legislation the notice was also posted at the school entrances and sent to the local library. A copy of the full proposal (attached at Annex 3) and the notices were sent to the governing body and the Secretary of State and made available on the Oxfordshire County Council website.
7. The decision-making power in terms of determining the notice lies with the Cabinet or can be delegated to the Cabinet Member for Children, Education & Families. In meeting as 'decision-maker' the Cabinet or Cabinet Member must have regard to government guidance and statutory timescales otherwise a

decision can be referred to the independent Schools' Adjudicator for reconsideration. The decision must be made within 2 months of the close of the notice period; as a consequence, it is necessary for the Chairman of the Council to determine that the decision cannot be subject to 'call-in' as this would, in most cases, prevent a decision being finalised within the required timescale and mean that the Cabinet's role would be negated by referral to the Schools' Adjudicator.

## The Proposal

8. The governors propose to establish a Sixth Form at Icknield Community College from September 2015. Their anticipated pupil numbers over the first few years are detailed below, produced by the College for its consultation leaflet (Annex 3) and based on the county council's Pupil Place Plan:

<b>Roll</b>	<b>2014/15</b>	<b>2015/16</b>	<b>2016/17</b>	<b>2017/18</b>	<b>2018/19</b>
11-16	615	630	656	665	695
16-19	0	35	80	90	90
<b>Total</b>	<b>615</b>	<b>665</b>	<b>736</b>	<b>755</b>	<b>785</b>

9. The governors believe that the College has sufficient capacity to accommodate the phased development of post-16 provision over a three year period. Having analysed the spaces available in the College, the governing body have stated that it has the existing building capacity to offer sixth form teaching, alongside study areas and common room spaces, in addition to providing for 11-16 education. In part, this is due to existing small teaching groups of pupils, which could be larger without occupying additional spaces. The Headteacher and Business Manager have planned new timetabling taking Sixth Form teaching into account, and are confident that the capacity exists to enable this proposal. The detail of staffing and timetabling is set out in the College's Sixth Form Feasibility Analysis (attached at Annex 4).
10. The Headteacher and Chair of Governors have signed a statement acknowledging that there is no expectation of funding for accommodation relating to this proposal from the county council. This statement is attached at Annex 5.
11. The range of subjects the College intends to teach post-16 is set out in the consultation leaflet (Annex 1) and the emphasis is on a traditional A-level offer.

## Representations

12. The initial public consultation generated 40 responses. 39 supported the proposals while 1 was neutral.
13. The main reasons given for support were:
- No existing local post-16 provision, resulting in pupils travelling long distances to access it and a financial burden for families.
  - Benefit to the school in attracting quality teachers and in improving its offer and standards.

- Benefit to Watlington community as a whole in raising aspirations and improving social mobility for disadvantaged families.
  - Continuity of education for pupils attending the College and being able to stay on post-16 if they want to.
  - Teachers responded with enthusiasm to the opportunity to teach A Levels.
14. Some respondents raised some concerns and queries. These appear below, with the College's response to each in italics:
- Concern that the work spent on establishing the Sixth Form would detract from the focus of improvement in quality of education being offered 11-16.  
*We feel that it would not detract but enhance, particularly in terms of curriculum planning, staff retention and staff development. We have already made significant steps forward and are now self-evaluating as "good" under the new inspection framework. This has been tested and supported by Local Authority officers. We have sent our SEF to our HMI who is now working with us to schedule an early inspection, at which we expect to be judged "good".*
  - A concern about sufficiency of outdoor space at the College.  
*There is plenty of outdoor space at to house additional sixth form students, including an exclusive sixth form outside area (something prospective Year 12 students said they would like during the informal consultation stage).*
  - Concern that a small Sixth Form would offer less peer learning and student engagement than a larger post-16 establishment.  
*This is dependent on courses students choose. Whilst class sizes may be smaller than the average sixth form, we see this as a strength rather than a weakness. We have ambitious plans for student engagement in terms of enrichment opportunities. This is a strength of the school at 11-16, despite being a smaller school – it is in the culture of our school and we intend it to be in the culture of our sixth form too. We can see many opportunities within Watlington itself in terms of increased employer engagement as well opportunities for our sixth formers to carry out volunteer work at the local nursery, primary school and care home (amongst other establishments/institutions).*
  - Assertion that as many pupils at the College arrive by bus from outside Watlington, they would still need transport to access the Sixth Form if they stayed on.  
*This would be the case for many students, but not for those who live in Watlington itself. We would hope, however, to be able to reduce travel distance/time for students who live closer to the school than other existing post-16 providers (e.g. Chalgrove). This would potentially, over time, have a positive impact environmentally too.*
15. The Decision Maker is referred to the distances that pupils must currently travel, as set out in Annex 1, in order to access post-16 education, and the cost this engenders for their families, in addition to the environmental impact of these journeys being made.

16. During the statutory notice period only two representations were made. Both were in support of the proposal and were made by Headteachers of other Oxfordshire schools. The reasons given for support were in line with those outlined above received during the initial consultation period.

## **Legal background**

17. The establishment of a Sixth Form (post-16 education) is subject to statutory procedures, as set out in “School Organisation: Maintained Schools. Guidance for proposers and decision-makers” (The Guidance) published January 2014. When reaching a decision, Cabinet Member must have regard to The Guidance, in particular paragraphs 19 – 25.
18. In terms of reaching a decision all proposals should be considered on their merits but the following factors should be borne in mind but are not considered to be exhaustive. The Decision Maker should consider the views of all those affected. Details of the consultation should be included in the proposals. The Decision Maker must be satisfied that the consultation meets statutory requirements. If the requirements have not been met, the Decision Maker may judge the proposals to be invalid and should consider whether they can make a decision on the proposals. Alternatively the Decision Maker may take into account the sufficiency and quality of the consultation as part of their overall judgement of the proposals as a whole.
19. **The effect on standards, school improvement and diversity.** The government aims to create a dynamic system shaped by parents that delivers excellence and equality, closing weak schools, encouraging new providers and popular schools to expand. Decision Makers should be satisfied that the proposals will contribute to raising local standards of provision and improved attainment and consider the impact on choice and diversity. They should pay particular attention to the effect on groups that tend to under-perform including children from certain ethnic minorities and deprived backgrounds. The decision-maker should consider how the proposals will help deliver the ‘Every Child Matters’ principles.
20. **School characteristics.** The Decision Maker should consider whether there are any sex, race or disability discrimination issues that arise and whether there is supporting evidence to support the extension and take into account the existence of capacity elsewhere. The Decision Maker needs to consider the accessibility of the provision for disadvantaged groups as the provision should not unduly extend journey times or cost.
21. **Need for places.** The Decision Maker should consider whether there is a need for the expansion and should consider the evidence presented for the expansion. There is a strong presumption that proposals to expand popular and successful schools should be approved. If surplus capacity exists in neighbouring schools the Decision Maker should ask how it is planned to tackle any consequences for other schools.
22. **Funding and land.** The Decision Maker should be satisfied that any land, premises and capital required to implement the proposals will be available.



## Financial and Staff Implications

23. There will be on-costs to the College for additional staff, with two new appointments. These appointments would be funded by the income generated by the increase in student roll at the College. In the main, the College will be using existing capacity of teaching staff to deliver the increased provision, with many of its new staff recruited over the past two years coming from 11-18 settings. The day to day revenue costs for repair and maintenance and staffing costs must be met through the College's delegated individual school budget.
24. Funding for post 16 students in schools, colleges and Academies is via national funding formula determined by the Education Funding Agency (EFA). The formula for the academic year starting in August 2014 would normally be based on lagged pupil numbers i.e: the number of students participating in the previous academic year.
25. The College has calculated its costs and income in its Sixth Form Feasibility Analysis (Annex 4). This sets out the detail of its financial planning for the proposals, which is not duplicated here.

## Equality and Inclusion Implications

26. The Equality Impact Assessment of Oxfordshire's Pupil Place Plan (July 2014) identified that increasing school places at the heart of their communities has a positive impact on equalities through promoting social inclusion and minimising barriers to accessing education. The establishment of a Sixth Form at Icknield Community College will enable it to serve a greater proportion of its community.

## Decision

27. In considering the proposals for a school expansion, the Decision Maker can decide to:
  - Reject the proposals;
  - Approve the proposals;
  - Approve the proposals with a modification (e.g. the implementation date);  
or
  - Approve the proposals subject to them meeting a specific condition (see the Guidance).

## RECOMMENDATION

27. **The Cabinet Member is RECOMMENDED to approve the extension of the age range at Icknield Community College to include post-16 provision.**

**JIM LEIVERS**

Director for Children's Services

Annexes:                   Annex 1: Consultation leaflet  
                                  Annex 2: Statutory proposal  
                                  Annex 3: Full proposal document  
                                  Annex 4: Sixth Form Feasibility Analysis  
                                  Annex 5: Signed statement on funding for accommodation  
                                  Annex 6: Review of consultation meetings

Contact Officer:           Diane Cameron – School Organisation Officer, School  
                                  Organisation & Planning, CEF. Tel: 01865 816445

October 2014



# Icknield Community College

Public Consultation: Proposed change of Age Range to include a Sixth Form

June 2014

## Icknield Community College

### Alteration of Upper Age Limit to establish Post-16 Education

#### Purpose of the Consultation

This informal consultation is about a proposal by the Governing Body of Icknield Community College to extend the age range of the school from its current 11-16 status to include post-16 students. This will enable the school to offer full educational opportunities for the 11-19 age range.

#### What are the reasons for the proposed change?

There are a number of reasons for the proposed change which should benefit both the students and wider community of Icknield Community College.

##### 1. Destinations of existing students when they leave us at age 16

The destination of students moving to post-16 provision last year is shown in Appendix 1. Students at Icknield Community College have always had to travel to other centres to continue their education. There is a lack of local provision. The distances to the nearest post-16 centres from Watlington are:

- + Wallingford 9 miles
- + Henley 11 miles
- + Lord Williams's, Thame 12 miles
- + Oxford 21 miles

We believe that the students are disadvantaged by this arrangement. Through an absence of immediate local choice for their post-16 education, families are forced to face significant, and growing, transport costs. Some students suffer from long, early morning journeys impacting on their quality of life. Furthermore, there are also significant environmental costs resulting from these extra journeys.

The data also shows that no single provider meets all the needs of students leaving us at age 16 who largely go on to study A Level and BTEC Level 3 courses. Icknield Community College wants to develop a range of academic courses which meet the needs of many Icknield students, and complement courses in more distant centres.

##### 2. Continuity of education

For a variety of reasons, some students will always elect to move on at age 16 and find alternative provision elsewhere. However, given the choice, many would opt for continuity of education. We believe that students at Icknield Community College are unfairly disadvantaged by being forced to have another transition in their education. By virtue of

spending five years at the school, the teachers know the students' strengths and weaknesses, their preferred learning styles and their motivations. They learn how to collaborate effectively with the students in order to meet their educational needs. Continuity with these teachers will enable more rapid progress in post-16 education.

### 3. Positive impact upon our College and the wider community

The value of including older students at Icknield Community College would provide a positive influence on younger students, offering encouragement and guidance that would otherwise be absent. Observing sixth form students in the exciting process of university applications can only add to the aspirations of the younger students in the school. With significant improvements taking place at the school recently, we believe that we are well placed to inspire and encourage our students to progress even further in their own school community beyond the age of 16, a view shared by the School Improvement Team at Oxfordshire County Council.

Post-16 provision at Icknield Community College would also provide a positive educational, social and economic advantage to Watlington and its surrounding villages. Watlington is a growing community with new homes scheduled to be built during the next 5 years complementing a demographic upturn in young people. Our conversations with prospective parents tell us that there is a clear need for us to develop our provision in this way. It will help Icknield Community College to become a more cohesive, integrated community without the cost and disadvantages of students having to travel elsewhere.

### 4. Creating Capacity and providing resources

Icknield Community College has sufficient capacity to accommodate the phased development of post-16 provision over a three year period. Having analysed the spaces available in the school, we have the existing building capacity to offer sixth form teaching, alongside study areas and common room spaces, in addition to providing for 11-16 education.

We are confident that we have the expertise to deliver post-16 provision with many of our new staff recruited over the past two years coming from 11-18 settings. The majority of the teaching staff in post in September 2014 will have taught post-16 academic courses within the last five years. With two new appointments, we believe that we can offer a full range of A-Level courses to meet the needs of our students in September 2015. These appointments would be funded by the income generated by the increase in student roll at the school.

We feel, through conversations with many of our stakeholders, that our community needs an academic sixth form offering courses that will enable students to progress to highest achieving Russell Group universities. Those Russell Group universities prioritise A-Levels in the 'facilitating subjects' when considering applications. These subjects are emboldened in the table below. However, whilst it is essential that we promote the importance of these qualifications, we also believe that students should consider a broader range of subjects. At this stage, just over a year in advance, we expect to have the expertise and capacity to offer, depending on the number of students opting for them, the following A-Level courses:

<b>Maths</b>	<b>French</b>	Physical Education
<b>Further Maths</b>	<b>Spanish</b>	Art
<b>English Literature</b>	<b>Biology</b>	Computing
English language	<b>Physics</b>	Music
<b>Geography</b>	<b>Chemistry</b>	Design Technology
<b>History</b>	Philosophy & Ethics	Economics / Business Studies
Psychology	Sociology	

However, with many strengths in our teaching staff, we would be willing to consider the provision of other A-Level courses if demand existed.

We are currently a small 11-16 school that knows its students well and offers a personalised provision that meets the needs of its students. We plan to extend those principles into our new sixth form, offering relatively small class A-Level class sizes and the flexibility to map the curriculum to meet the students' needs. We have already opened discussions to work alongside local stakeholders to offer a rich extra-curricular enrichment programme and extended enrichment opportunities (including, for example, Duke of Edinburgh Gold and a Full World Challenge Expedition), and with local universities to prepare our students for their all-important UCAS applications.

### **What is the procedure for changing the age limit of the school?**

Changing the age limit of a school is a legal process. Firstly there is a requirement to take into account the views of interested parties through this informal consultation. The individuals and organisations that we are required to consult with or are specifically inviting to comment on the proposal are listed at the end of this document. The proposer (in this case the Governing Body) must then consider responses to the consultation and consider any alternative options. The next stage is to publish the Statutory Notice which must be in a prescribed format to meet legal requirements. Following the publication there is a period of four weeks for any comments or objections to be lodged. *Objections raised during the initial consultation will not necessarily be taken into account unless they are resubmitted after publication of the Statutory Notice.*

The Local Authority (Oxfordshire County Council) must make a decision on whether to approve the proposal within two months of the end of the Statutory Notice Period or the decision will be passed immediately to the Schools Adjudicator.

### **What happens next?**

This initial consultation will end on 4<sup>th</sup> July 2014. The Governing Body of the school will review the responses and carefully consider **all** feedback, both for and against the proposal, and any alternative options presented. It will then decide whether or not to proceed with the publication of a Statutory Notice. If the decision is to go ahead, the statutory consultation period of four weeks will follow the publication date. The Notice will be displayed at the school entrance and published in the local paper and on the Oxfordshire County Council website. *You will not receive any further information at this stage so if you wish to object you must look out for the notice in the local press.* During this four week period objections or comments on the proposal could be submitted as described in the Notice.

If the proposal is approved, the Governing Body would implement a Post-16 Development Plan to ensure that funding and appropriate accommodation is available and high quality teaching staff are in post for all subject areas.

### **How to respond**

We want to hear views from as many of you as possible, whether you are for or against the proposal. It would be a great help to the Governors if you could also state briefly the reason for your support or opposition to the development of Post-16 courses at Icknield Community College. We also need to know your status e.g. if you are replying as an individual please state whether you are a parent of a pupil at Icknield Community College (or another local school / college), member of the local community, Parish Councillor etc. **If you are replying on behalf of an organisation we require the name and contact details of that organisation.**

Please send written responses to arrive by **7<sup>th</sup> July 2014** in any of the following ways:

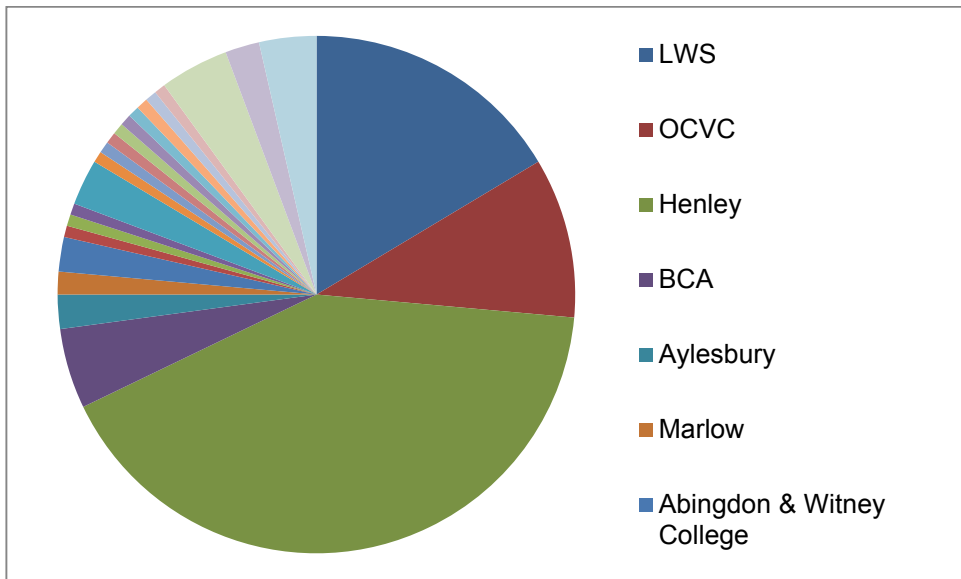
**Email:** sixthform@icknield.oxon.sch.uk Page 9

**Online:** using a feedback form at:

<https://consultations.oxfordshire.gov.uk/consult.ti/IcknieldCC>

**Post:** Lisa Best, Icknield Community College, Love Lane, Watlington, Oxfordshire. OX49 5RB.

## Appendix 1: Destinations Data 2013



Institution	Number of Students
Lord Williams's	23
OCVC	14
Henley	58
BCA	7
Aylesbury	3
Marlow	2
Abingdon & Witney College	3
Wycombe College	1
Guildford	1
Oxpens, Oxford	1
Amersham & Wycombe	4
Fish Management Sparsholt	1
Trowbridge College Wiltshire	1
Queen Mary's	1
Bisham Abbey Academy	1
Wellbeck Army College	1
Wallingford	1
Employment	1
South Devon College	1
South Essex College	1
Other	6
No Longer on Role	3
No Contact	5

**Appendix 2: Anticipated Student Numbers (based on OCC Pupil Place Plan)**

Roll	2014/15	2015/16	2016/17	2017/18	2018/19
11-16	615	630	656	665	695
16-19	0	35	80	90	90
<b>Total</b>	<b>615</b>	<b>665</b>	<b>736</b>	<b>755</b>	<b>785</b>





**OXFORDSHIRE  
COUNTY COUNCIL**

## **PUBLIC NOTICE**

### **Proposed Alteration of Upper Age Limit at Icknield Community College**

Notice is given in accordance with The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 that the Governing Body of Icknield Community College intends to make a prescribed alteration to Icknield Community College, Love Lane, Watlington OX49 5RB from 01 September 2015.

The Governing Body is proposing to alter the upper age limit of Icknield Community College from 16 to 19, enabling it to establish a Sixth Form. Currently there is no provision for post-16 education in the area.

The objectives of the proposal include; having a positive impact on the aspirations of younger students, increasing parental choice, continuity of education for students, meeting a local need in the town, reducing travel costs and time for families, and reducing the level of road traffic created when students travel to continue their education elsewhere.

The Sixth Form provision will use space within the existing buildings.

This Notice is an extract from the complete proposal. Copies of the complete proposal can be viewed at [www.oxfordshire.gov.uk/consultation](http://www.oxfordshire.gov.uk/consultation). Copies can also be obtained by contacting:

Diane Cameron  
School Organisation & Planning  
County Hall  
FREEPOST OXFORDSHIRE COUNTY COUNCIL.  
Tel: 01865 816445  
Email: [diane.cameron@oxfordshire.gov.uk](mailto:diane.cameron@oxfordshire.gov.uk)

Within four weeks from the date of publication of these proposals, any person may object to or make comments on the proposal by sending them to the local authority using the online feedback form at [www.oxfordshire.gov.uk/consultation](http://www.oxfordshire.gov.uk/consultation) or by using the above contact details.

**Signed: Jim Leivers, Director of Childrens Services**

**Publication Date: 1 September 2014**

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# STATUTORY PROPOSALS FOR PRESCRIBED ALTERATIONS

## The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013

### **In respect of a Governing Body Proposal: School and governing body's details**

1. The name, address and category of the school for which the governing body are publishing the proposals:

Icknield Community College, Love Lane, Watlington, OX49 5RB. This is a community school run by Oxfordshire County Council, which is the Local Authority.

### **Implementation and any proposed stages for implementation**

2. The date on which the proposals are planned to be implemented:

From 1 September 2015, to alter the upper age limit of the College from 16 to 19, in order to enable provision of a Sixth Form.

### **Objections and comments**

3. A statement explaining the procedure for making representations:

Representations (responses) to the proposals can be made online using the feedback from at [www.oxfordshire.gov.uk/consultation](http://www.oxfordshire.gov.uk/consultation) . Alternatively any person may respond by email to [sixthform@icknield.oxon.sch.uk](mailto:sixthform@icknield.oxon.sch.uk) or in writing to: Diane Cameron, School Organisation & Planning, County Hall, FREEPOST OXFORDSHIRE COUNTY COUNCIL.

Representations must be received by midnight on 29 September 2014.

## **Alteration description**

### **4. A description of the proposed alteration**

The Governing Body propose to extend the upper age limit of Icknield Community College from 16 to 19 in order to establish a Sixth Form from 1 September 2015.

## **Objectives**

### **5. The objectives of the proposals.**

- Positive impact on the aspirations of students at Icknield Community College.
- Continuity of education for students enrolled at the College, who currently must leave to continue their education at age 16.
- Improved parental choice for families in Watlington and the wider area, a rural area with relatively few post 16 options, when choosing where to apply for a school place, or where to study post-16.
- Positive impact on the school in that offering post-16 education makes it a more attractive choice for families when they transfer from primary school to secondary school.
- Positive impact on the recruitment and retention of high quality staff.
- Reduction of travel time for students who currently must travel a significant distance to access post-16 education.
- Reduction of costs for families caused by significant travel distances to other post-16 centres from Watlington.
- Reduction of traffic on roads and subsequent positive environmental impact as fewer lengthy journeys to other centres and back will be made.
- Positive impact on the local community: there is no post-16 provision available in Watlington currently.

## Project costs

### 6. Project costs and how these will be met:

There will be costs to the school for, in the first instance, two additional members of teaching staff and one member of support staff. The school will be utilising existing capacity of teaching staff to deliver most of the increased provision. The day to day revenue costs for repair and maintenance and staffing costs must be met through the school's delegated individual school budget.

Funding for post 16 students in schools, colleges and Academies is via national funding formula determined by the Education Funding Agency (EFA). We have discussed the formula they currently use to calculate funding with a representative from the EFA. The formula for the academic year starting in August 2015 would normally be based on lagged pupil numbers i.e: the number of students participating in the previous academic year. However, to assist with start-up costs there are slightly different calculations in the first two years. From here onwards, funding is allocated in the normal.

#### POST-16 Capacity: 120

EXPENDITURE	2015-2016	2016-2017	2017-2018
	Est. 17 A-Level courses	Est. 18 A-Level courses	Est. 18 A-Level courses
<b>Courses: total on offer</b>	Citizenship plus EPQ	Citizenship plus EPQ	Citizenship plus EPQ
<b>Additional Staff costs per annum</b>	£88 921	£123 917	£191 990
<b>Additional resources</b>			
Books/consumables/equipment	£25 000	£40 000	£40 000
Capital costs	£45 000		
Examination costs	£1 000	£12 000	£15 000
<b>Total</b>	<b>£71 000</b>	<b>£52 000</b>	<b>£55 000</b>
<b>Total predicted costs</b>	<b>£159 921</b>	<b>£175 917</b>	<b>£246 990</b>

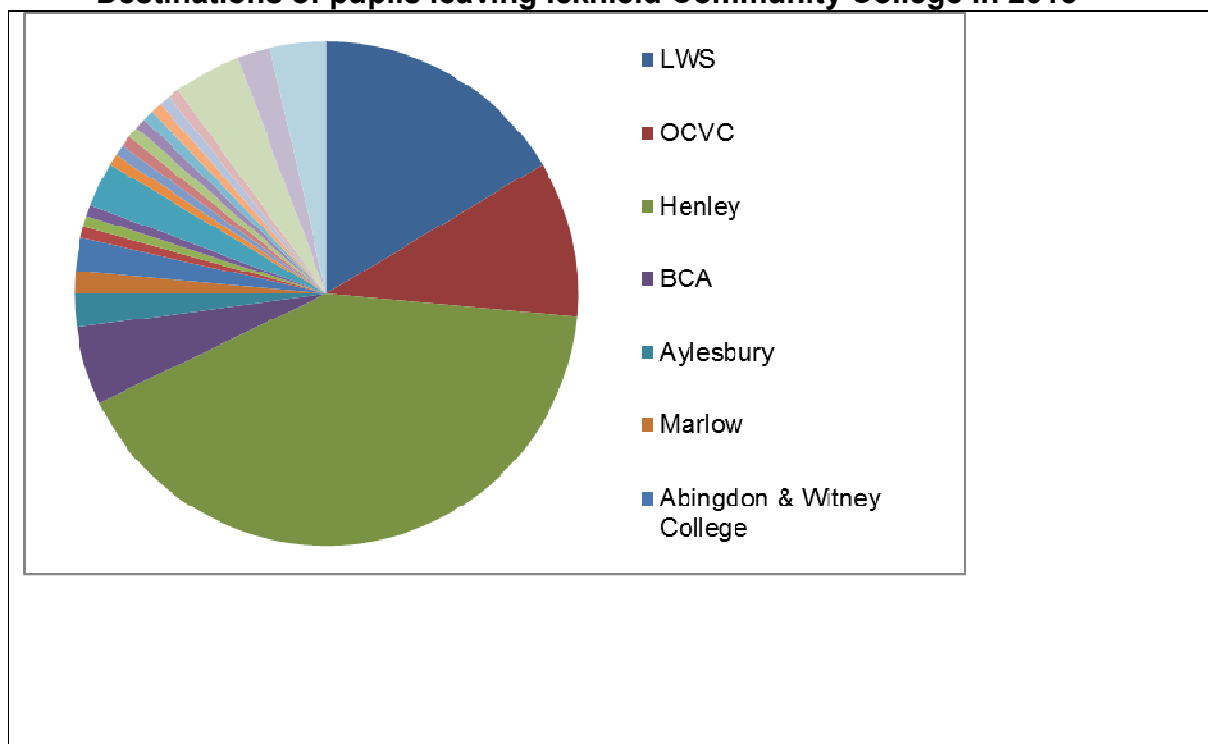
INCOME	2015-2016	2016-2017	2017-2018
<b>PUPIL NUMBERS</b>			
Y12	35	45	60
Y13	0	35	45
<b>Total Post-16 roll</b>	<b>35</b>	<b>80</b>	<b>105</b>
<b>PUPIL INCOME</b>			
TOTAL POST-16	£160 000	£280 000	£320 000

These projections are based upon the pupil numbers detailed above, and the current funding formula given by the EFA. Depending on actual numbers of students in 2015-16, we may adjust the amount we spend on books, consumables and equipment in subsequent years. We are also aware of the possibility of further post-16 funding cuts by the EFA whilst they review their funding formulae in summer 2014.

### Changes to sixth form provision

7. The effect on other schools, academies and educational institutions within the area:

#### Destinations of pupils leaving Icknield Community College in 2013



<b>Institution</b>	<b>Number of Students</b>
Lord Williams's in Thame	23
OCC	14
Henley College	58
BCA	7
Aylesbury	3
Marlow	2
Abingdon & Witney College	3
Wycombe College	1
Guildford	1
Oxpens, Oxford	1
Amersham & Wycombe	4
Fish Management Sparsholt	1
Trowbridge College Wiltshire	1
Queen Mary's	1
Bisham Abbey Academy	1
Wellbeck Army College	1
Wallingford	1
Employment	1
South Devon College	1
South Essex College	1
Other	6
No Longer on Roll	3
No Contact	5

The destinations data above demonstrates that no single post-16 provider currently receives the majority of Icknield students. Henley College currently receives the largest number of ICC students. We would expect Henley College to continue to receive many of our students as, due to the larger size of the institution, they offer a considerably wider range of courses (include vocational courses) and a very different environment to Icknield. Lord William's School, in Thame, receives the second highest number of students. This school is currently oversubscribed and, due to its size, again offers a very different environment and experience. We feel that we can offer a sixth form provision that is different to these two institutions. Our consultation to date demonstrates that there is a demand for this offer.

The distances to the nearest post-16 centres from Watlington are:

- Wallingford 9 miles
- Henley 11 miles
- Thame 12 miles
- Oxford 21 miles

When compared to most other parts of Oxfordshire, it could be argued that there are not any other 'local' institutions providing 'post-16' education. This proposal is creating another choice for young people in Watlington and its surrounding settlements.

**A statement as to how the new places will fit within the 16-19 organisation in an area:**

During the previous public consultation on the proposal, held by the Governing Body (9 June – 7 July 2014), no objection was received from any of the post-16 centres currently used by students from Icknield Community College.

The school intends to offer academic sixth form courses that will enable students to progress to the highest achieving Russell Group universities. Those Russell Group universities prioritise A-Levels in the 'facilitating subjects' when considering applications. These subjects are emboldened in the table below. The school also believes that students should consider a broader range of subjects and, at the time of writing, expect to be able to offer the following A-Level courses:

<b>Maths</b>	<b>French</b>	Physical Education
<b>Further Maths</b>	<b>Spanish</b>	Art
<b>English Literature</b>	<b>Biology</b>	Computing
English language	<b>Physics</b>	Music
<b>Geography</b>	<b>Chemistry</b>	Design Technology
<b>History</b>	Philosophy & Ethics	Economics / Business Studies
Psychology	Sociology	



## 8. Evidence of demand

During the earlier public consultation, the majority view of responses received (40 out of 41) was in favour of the proposals, with many strongly in favour. One view given was neither in favour nor against the proposal. There were no responses received that were against the proposal. The reasons provided for supporting the proposal included:

- Continuity of education from 11-19.
- Equity of provision when compared to other areas.
- Reduced travel costs for families and time for students.
- Increasing the aspirations of younger students.
- A different type of Post-16 provision to those currently on offer for young people in the area.

A public meeting was held at the College on 30 June 2014. Once more, nobody at the public meeting commented that the proposal should not go ahead.

Local residents, particularly those with children still at primary school, have written of their belief that Watlington as a town should have post-16 educational provision.

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## Icknield Community College

Proposed change of Age Range to include a Sixth Form – Feasibility Analysis

**June 2014 Academic Year 1 2014-5**

### Expected scenario

Taking the scenario that the school is permitted to open a Sixth Form from September 2015, this academic year will be about planning and preparation. A separate curriculum timeline has already been created and shared with Heads of Faculty and subject leaders. James Barringer (JEB), Senior Assistant Headteacher, will be overseeing the preparation phase. This will include planned building work, IAG (Information, Advice and Guidance) for students, systems preparation for 2014/5 (e.g. codes of conduct, rules and regulations, etc.) and the application process including a Sixth Form Admission Policy.

### Extra income

The first Sixth Form funding will be received on 31<sup>st</sup> August 2015, so is included in Academic Year 2. Any costs faced in Academic Year 1 will initially be paid using the school's carry-forward, which, in the 3-year budget forecast is projected to be £105 260, preventing any cash flow problems. This will be re-funded to the relevant cost centre once the funding is received.

### Staffing costs

There will be no extra staffing costs in this academic year. Appointments will be made throughout the year to begin work in September 2015. We will allocate up to £5 000 for exam board training to bring departments up to date with the new qualifications. This will be allocated out of the training budget set in April 2015.

### Resourcing Costs

A small percentage of faculty budgets will be used on purchasing sample teaching materials to aid curriculum planning. From April 2015, faculties will be allocated funding for post 16 resources. JEB will hold and manage an A-level resources budget that subject leaders can apply to use. Each A-level subject area will be allocated up to £800 each from this budget. Science, which will require the most significant spend on specialist equipment, will be allocated £10000. We will also look to seek bursaries and grants to subsidise this spending.

### Other costs

There are small extra costs for marketing (expected to be £2000). This includes materials to promote the new Sixth Form, as well as newspaper advertisements as part of the consultation.

### Timetable / staffing implications

There are no impacts on the timetable in academic Year 1.

## **Academic Year 2 2015-6**

### Expected scenario

We expect 35 students to opt for post-16 education at our school. We expect up to seventeen A-level subjects to be first taught in September 2015.

#### Extra income (£160 000)

We will receive start-up funding calculated using the formula below:

(Maximum predicted final roll of Sixth Form i.e. 2018-9) x (per student funding) / 3

$$120 \times £4000 / 3 = £160\ 000$$

In our consultation document we stated that our maximum figure within the first four years of opening should be 90 students. However, we think we should raise this to 120.

#### Staffing costs (£88 921)

Further Maths / Physics / Computing teacher	£31 868 (M6) <sup>1</sup>
Head of Sixth Form / Psychology / Sociology teacher	£46 982 (U3 + TLR1b) <sup>2</sup>
Sixth Form Secretary / Learning Mentor (9.30am - 2.30pm term time)	£10 071
Total	£88 921

#### Resourcing Costs (£25 000)

Following the initial resourcing costs in Year 1 (totalling £20 000), faculties will receive extra resourcing costs in April 2016 as part of their annual capitation. This will be approximately an extra £300 per subject on top of their normal budget. Total cost £5 000.

#### Other costs (£45 000)

The cost of renovating the Arts / History block to create a Sixth Form Centre is expected to be £44 000. This will include:

- Creating a small kitchenette
- Dividing two classrooms with stud walls and putting in two extra doors.
- Putting in an extra toilet
- Putting in lockers and a swipecard entry system
- Putting in two extra projectors
- Furnishing the Common Room
- Putting in necessary signage
- Creating private study booths and bookcases

This money will need to be spent in August 2015, prior to the first funding being received. However, this cost can be covered as a result of our carry-forward (see Page 1).

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<sup>1</sup> M6 – Main Scale point 6

<sup>2</sup> U3 + TLR1b - Upper Pay Range 3 + highest Teaching & Learning Responsibility

There will also be some examination costs in this year. A small number of subjects, for example Geography, will still be examined at the end of both years so we will face examination costs. We would expect these costs to be approximately £1 000.

### Timetable / staffing implications

We may need to increase the teaching allocations of our Heads of Faculty and Progress Managers from 34 lessons per fortnight to 36. This would still be relatively generous.

In 2014-5 Year 8 might be taught in 4 groups rather than 5; there are 105 students in this year group so this would still mean similar, if not smaller, class sizes to all other year groups. In 2015-6 we could reap the benefits from this change as it will create fifty extra teaching periods to be used for post-16 lessons.

There will be a slightly smaller number of option classes offered for Year 10 students which will lead to slightly larger options classes (20 option classes instead of 23 in 2014-5). We may stop teaching Triple Science as an option for Year 10 students, with the most able students studying for this qualification during their Science curriculum time. This can be accomplished as students in Year 9 begin studying the GCSE course. In the last three years, we have increased teaching time in Science by 146 hours from Year 9-11. This would also enable these able scientists to select four other GCSE options. We plan to re-introduce GCSE Computing as an option and maintain the range of subjects, other than Triple Science, available to students in the previous year.

### Rooming implications

The creation of the Sixth Form Centre would mean that three teaching spaces (one of which is only used currently for 20% of the timetable) are re-allocated from the 11-16 school. This would create a Common Room and Study Area, and four seminar rooms. This would leave, excluding PE teaching spaces, 30 spaces for the 11-16 school and eight smaller spaces suitable for Sixth Form classes. In 2015-6, there would never be a requirement for more than 25 classrooms at any one time in the 11-16 timetable, and there would always be fewer than 8 spaces needed for A-levels. The only significant change is that teachers may not always have 'their own room', as has been customary for many staff historically, with lessons taking place in most rooms most of the time. This would require teaching staff to move resources around for some lessons; a small cost in the bigger picture.

## **Academic Year 3 2016-7**

### Expected scenario

We expect 45 students to opt for post-16 education at our school, as well as 35 students who will be completing the second year of their A-levels. We expect up to 18 A-Level courses to be taken by Year 12 students, and 17 to be completed by Year 13 students.

### Extra income (£280 000)

This is calculated using the formula:

(Post-16 students on roll in 2015/6) x (funding per student) x 2

We predict this will be:

$$35 \times 2 \times \text{£}4\,000 = \text{£}280\,000$$

#### Staffing costs (£123 917)

We will still need to continue with the staffing £88 921 costs from Year 2, which due to expected pay progressions would have risen to £92 049. On top of this, we will need the following appointments:

Part time teacher of Bus St / Econ / Humanities (0.6)	£19 120.80 (M6 x 0.6)
Part time teacher of Design Technology / Art (0.4)	£12 747.20 (M6 x 0.4)
Total	£123 917

#### Resourcing Costs (£40 000)

Subject areas will receive their funding as part of their annual capitation, receiving approximately an extra £1000 per A-level subject. There will also be £20 000 invested to improve the volume of library resources and subscriptions.

#### Other costs (£12 000)

Examination costs will be faced this year, although with only 35 students completing exams this will be expected to be around £12 000.

#### Timetable / staffing implications

In Academic Year 3, unless we choose to employ more staff, we would need to increase teachers' allocations slightly. Heads of Department will need to teach 42 periods per fortnight and classroom teachers will need to teach 44 periods per fortnight. This will still be fewer than the maximum number, 45 per fortnight. If an extra appointment is made, it may be in the English and Languages faculty, however, it is very difficult to predict exact staffing needs this far ahead as we do not know the options that students will choose. Extra appointments may prevent the requirement to increase allocations.

Year 10 in 2016-7 will be our small year group (105 students). This means we would offer only 17 classes in the GCSE options compared to 20 the previous year. However, we wouldn't reduce the range of options available. There is sufficient funding that we could consider increasing the staffing, or resources, if it is appropriate to do so at the time.

#### Rooming implications

In this academic year, discounting PE lessons and their spaces, there will still be a maximum of 25 lessons taking place in the 11-16 timetable, and now a maximum of 9 lessons taking places in the A-level timetable. This can be provided for with 30 large teaching spaces and eight smaller A-level spaces.

## Conclusions

- In 2015-6 we will receive an income of £160 000 and face costs of £159 921.
- In 2016-7 we will receive an expected income of £280 000 and face costs of £175 917.
- Given that expenditure is significantly lower than income in 2016-7, we may choose to invest more money in to resourcing the courses.
- There is no 'clawback' of the start-up funding in August 2015.
- Given the funding formula, this means we need to attract a minimum of **twenty students** in September 2015 to meet these costs and break even in Year 2. .
- We can accommodate all lessons in Years 7-13 with our existing buildings.

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**SCHOOL PROPOSAL TO ESTABLISH A SIXTH FORM IN EXISTING  
ACCOMMODATION WITHIN SCHOOL BUILDINGS  
COMMUNITY AND VOLUNTARY CONTROLLED SCHOOLS**

**School Name: Icknield Community College** .....

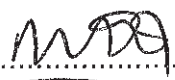
**School DfE Number: 4082** .....

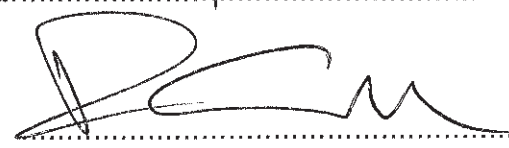
**Published Admission Number: 140** .....

**Detail:** Icknield Community College governors are proposing to establish a Sixth Form within the existing buildings of the College. As the LA, Oxfordshire County Council has no funding available to expand the physical capacity of the College either currently or at a later date.

.....  
I/We confirm that this proposal to establish a Sixth Form at Icknield Community College can be accommodated within the school's existing accommodation throughout the time the additional pupils are on roll at the school. I/ We can also confirm that this will not have an adverse effect on the College's intake of 140 pupils per year.

I/We recognise that any approval to establish a Sixth Form does not represent an undertaking by Oxfordshire County Council to fund additional accommodation at this school.

**Signed:**  ..... **Headteacher**

 ..... **Chair of Governors**

**Date:** 1/9/14

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**Review of Parents’ Consultation Meetings, Public Meeting and Henley Meeting**

**Parents’ Consultation Meetings – Thursday 5<sup>th</sup> June 2014**

- Two separate presentations were given.
- The first was given to Year 7/8 parents and was attended by approximately 20/25 people.
- The second was given to Year 9/10 parents and was attended by approximately 75/90 people.
- A presentation was given describing the vision for a sixth form at Icknield Community College, and explaining the rationale for changing the age range of the school.
- The presentation was subsequently put on to the school’s website. The powerpoint presentation embedded on to the website has been viewed 227 times.
- Following the presentations there were informal questions taken by Governors and members of the school’s Leadership Team. Whilst the review below does not detail all comments made, it identifies some key points that were raised:

<b>Positive Feedback</b>	<b>Concerns / Negative feedback</b>
<ul style="list-style-type: none"> <li>• Much of the feedback supported the rationale in our consultation document. There were positive comments about: continuity of education; reduction of transport costs / time; the range of A-Levels being taught, the notion of a small academic sixth form; the positive impact on the aspirations of younger students.</li> <li>• Much of the feedback suggested that once they had heard the presentation they understood the reasons for the change. The vast majority of parents’ feedback was supportive of introducing a sixth form. It showed us the need for clear information being passed to our stakeholders.</li> <li>• One parent explained that his son’s motivation to gain good grades had increased since hearing of the plans. The boy in question will find the requisite grades at GCSE a challenge (his father’s words) but was now desperate to achieve these grades.</li> </ul>	<ul style="list-style-type: none"> <li>• Some parents were disappointed that the planned sixth form would focus on A-levels only and would not cater for lower ability students.</li> <li>• One parent was concerned that, in focusing our attention on opening a sixth form, we might take our eye off the ball of the necessary school improvement work needed by a school that Ofsted judged to ‘require improvement.’</li> </ul>



### Public Meeting 30<sup>th</sup> June 2014

- This meeting took the form of a question and answer session and involved no presentation.
- It was attended by fifteen people. This included Mat Hunter, James Barringer, Rob Cockrem, several parents of ICC students and a reporter from the Henley Standard.
- Nobody at the meeting stated that they oppose the idea of a sixth form at Icknield Community College.
- Questions that were raised on the evening included:
  - Do the teachers have the expertise to teach A-Levels?
  - Are we able to offer a rich extra-curricular programme? What will that programme entail?
  - Do the buildings have the capacity to house a sixth form?
  - Have we investigated extra funding sources for Science lessons?
  - What percentage of students from different villages go on to attend each post-16 provider?
  - How will we cater for sixth form students driving to Icknield Community College in the future?
  - What do Henley College think about these plans? Will we still work collaboratively with Henley College?
  - How will the introduction of a sixth form impact on teaching and learning in the 11-16 school?
- Each of these questions were answered by the school's representatives. At the end of the meeting nobody indicated that they were dissatisfied with the responses given. One parent identified that they were dissatisfied with the level of detail provided in the consultation document. They have since contributed to the informal consultation (their response is on Page 8 of the 'Responses via sixthform@icknield.oxon.sch.uk' document).

### Meeting between Mat Hunter and Tom Espley (Henley College) – Tuesday 1<sup>st</sup> July 2014

- Tom said he understood ICC's rationale for changing the school's age range.
- Tom stressed that he would be keen to continue to work in partnership – e.g. Henley College Taster Day, attending Careers Convention etc. with ICC. This was of utmost importance to him.

## Responses from Icknield Community College to questions from School Organisation & Planning on its Sixth Form Feasibility Analysis

- Your plans to recruit 35 Y12 pupils in 2015 and 45 in 2016 seem realistic. Across the county last year, the Y11 to Y12 transfer rate was 55%. This is a slightly crude measure, as it just looks at totals, and not at specific children – so some sixth formers may have appeared from outside the Oxon state sector. However, it would be reasonable to assume a 50% staying on rate.

We are confident of achieving these numbers. In 2015-16 this would involve retaining 28% of our current cohort. In 2016-17 we have projected to retain 40% of the current cohort. In 2017-18 we have projected to retain 47% of the cohort. Each of these is below the 50% that your data suggests would be reasonable.
- However, your assumption that all Y12 will continue into Y13 may need to be revised – across the county last year, the transfer rate was 81%. This may change with the revisions to AS/A levels, but you should still ensure your finances will work with a degree of Y13 leakage.

With significant A-level reform and the re-introduction of 2 year A-Level courses (in most subjects) in 2015-6, we expect the transfer rate from Year 12 to 13 to be higher than 81%. That said, our feasibility analysis demonstrates that there is capacity in our budget to cope with 19% leakage in 2016-17.
- Your longer term target of a total of 120 6<sup>th</sup> form students therefore looks a little high, but not excessively so – you should test your finances against a total of 100-110 as well.

Without major capital building planned, our projected costs have been based on the extra recruitment being the most significant cost. Beyond that, the costs entail building up a wider range of resources to aid study. The feasibility analysis shows that this spending can be flexible, depending on the numbers of students we are attracting.
- Your plan to offer 17 courses in year 1 and 18 in year 2 looks very ambitious. Assuming the pupil numbers given, and that each student takes 3 courses, this suggests average group sizes of 6 or 7, which would usually be considered financially challenging. You might need to be ready to prune the offer if take up for any subject is particularly low. Do you have a minimum group size cut-off?

We will offer 17 subjects, but with student numbers expected to be only low in the first two years, we do not expect all of these to run. However, we have based our staffing budget for 2015-6 on being able to offer 17 A-Levels and are confident that we can do this. The concept of a minimum group size cut-off is one we are considering long and hard. In the first instance, we need to get students to choose our Sixth Form in order to gather momentum. If we discover that the absence of a particular subject is a deal-breaker for a student it may mean that some classes run with very small class sizes. That said, we may timetable them in a slightly more creative way if the teacher to student ratio is very low. However, we are fully prepared to not run courses if we deem it inappropriate to do so. These decisions may, in the first year, need to be more bespoke than they ordinarily will be in subsequent years.
- I note that you have considered the impact on class sizes, option numbers and contact ratios elsewhere in the school. These seem reasonable, but it is, of course,

up to the school's judgement that these changes will be acceptable. I wonder what level of staff consultation there has been on these aspects? Have these implications also been made clear to parents?

Our sixth form ideas have been shared with our staff regularly. They are behind them and support the changes. Key staff, for example leaders in Science, have been involved in discussions about potential changes in Key Stage 4 contact time. Within our sixth form public meeting we discussed the choices the school will need to make with regard to Y7-11 with parents.

- The “Net Capacity” method of assessing school accommodation indicates that your accommodation would be slightly undersized with the addition of a sixth form of the size proposed. If all years were full, a 120 place sixth form would suggest a Y7-11 admission number of only 131; with a 90 place sixth form this would be 137. I appreciate that not all year groups may be full, but you have to plan for that eventuality. The school needs to be sure they would be happy with 140 children in each of Years 7-11 and a full sixth form – i.e. 820 pupils (or 790 with the smaller sixth form) compared to the top of your current net capacity range of 773. We can endeavour to secure developer contributions towards school expansion, but cannot guarantee we will be successful. We can support the school in securing other resources, but I do need to reinforce the point that the county council is not in a position to offer funding towards additional accommodation.

We are aware that adding a sixth form will add pressure to our use of space, but have plans to tackle this. In the short term, we know that we are not fully subscribed, and are unlikely to be in the next four years based on having existing year groups below full capacity. We currently enjoy a situation where most teachers have their own teaching space. Our staff are aware that this luxury will not be able to continue. Our analysis has shown that we have sufficient teaching spaces for the plans we have drawn up. In the longer term, we are also working actively with our Neighbourhood Action Group, a subset of the Watlington Parish Council, on their Neighbourhood Action Plan. We have discussed the possibility of using 106 funding to pay for new buildings to expand the school to the North.