

Delegated Decisions by Cabinet Member for Schools Improvement

***Wednesday, 2 November 2011 at 12.00 pm
County Hall, New Road, 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.

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

These proceedings are open to the public



Peter G. Clark
County Solicitor

October 2011

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

Notes:

Venue: Meeting Room 1

Date of next meeting: 6 December 2011

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. **St Christopher's Primary School** (Pages 1 - 28)

Forward Plan Ref: 2011/073

Contact: Barbara Chillman, Principal Officer – School Organisation & Planning Tel: (01865) 816459

Report by Director for Children, Education & Families (**CMDS14**).

Note: As set out under Rule 17(a) of the Scrutiny Procedure Rules, this decision is exempt from Call-In as it is deemed urgent and any delay would seriously prejudice the Council's interests, in that the Cabinet's role would be negated by referral to the Schools' Adjudicator if the decision was not taken within two months of the end of the Statutory Notice, in this case being 5 October 2011.

Division(s): East Oxford

CABINET MEMBER FOR SCHOOLS IMPROVEMENT

2 November 2011

FINAL REPORT ON RESPONSE TO STATUTORY NOTICE TO EXPAND ST CHRISTOPHER'S CE PRIMARY SCHOOL, COWLEY

Report by Director for Children, Education & Families

Introduction

1. At the meeting on 21 June 2011 Cabinet agreed to the publication of formal proposals to expand St Christopher's CE Primary School from 1.5 form entry to 2 form entry. The report outlining the basis for this decision is attached at Annex 1.
2. The statutory notice (attached at Annex 2) was published by the Authority in the Oxford Mail on 7 September 2011 and expired following 4 weeks of formal consultation on 5 October 2011. In accordance with legislation the notice was also posted at the school gate and local library. A copy of the proposal (attached at Annex 3) and the notices were sent to the governing body and the Secretary of State and additionally made available on the Oxfordshire County Council website.
3. The decision-making power in terms of determining the notice lies with the Cabinet or can be delegated to the Cabinet Member for Schools Improvement (if there have been no objections). 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 Cabinet 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.
4. As no objections in relation to the proposal have been received the decision is referred to the Cabinet Member. The proposed implementation date for the proposal is 1 September 2012.

The Proposal

5. The proposal is to make permanent the increase in the formal published admission number from 45 to 60 children, which has been in place on a temporary basis since the September 2011 entry cohort. This will eventually

increase the school's total capacity from its current 315 places in Years R-6 to a maximum of 420.

6. To accommodate this growth in pupil numbers, there will be a need for additional classrooms and a feasibility study is well advanced to investigate how this can best be provided.

Representations

7. The formal representation (Statutory Notice) phase was from 7 September 2011 – 5 October 2011 and a Statutory Notice (Annex 1) was publicly displayed at St Christopher's CE Primary School, was also available on the OCC website and was published in The Oxford Mail newspaper on 7th September 2011.
8. No representations were received.
9. As no concerns in relation to the proposal have been raised, the decision on whether to implement the proposal is referred to the Cabinet Member for Schools Improvement rather than the Cabinet.

Legal background

10. School expansions are subject to statutory procedures, as established by The Education and Inspections Act 2006 (EIA 2006) and The School Organisation (Prescribed Alterations to Maintained Schools)(England) Regulations 2007 (as amended). Local authorities also have a duty to have regard to statutory guidance, in this particular case 'Expanding a Maintained Mainstream School by Enlargement or Adding a Sixth Form', ("the Guidance"). When reaching a decision, the Decision Maker must have regard to The Guidance. The Cabinet Member is referred in particular to pages 22 to 37 of The Guidance.
11. In terms of reaching a decision all proposals should be considered on their merits. 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 by the proposals. The Decision Maker must be satisfied that the statutory consultation has been carried out prior to the publication of the notice. 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.
12. **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.

13. **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.
14. **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.
15. **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

16. The financial implications of this report are linked to the capital works that will be carried out to construct additional teaching spaces should the proposal be approved. The Capital Investment Board (CIB) has approved funding for the initial feasibility work to establish the preferred option for meeting the additional accommodation needs. Resources for the capital works required for this expansion have been identified within the Capital programme 2011/12–2015/16 (existing demographic pupil provision – basic needs programme). In accordance with OCC Capital Governance requirements this will be the subject to a separate Stage 2 – Full Business Case/ Project Approval in due course
17. Where possible developer contributions will be sought in respect of the educational infrastructure required to mitigate the impact of additional housing development within the local area.
18. There will also be on-costs to the school for additional staff and for increased maintenance requirements. These will need to be funded from the school's delegated School Budget Share, which will increase in proportion to increases in pupil numbers, and to a lesser extent in proportion to the floor area of new buildings. Resources for School Budget Shares are provided by government through the Dedicated Schools Grant, which will increase proportionately to increases in overall pupil numbers in Oxfordshire.

Equality and Inclusion Implications

19. The Equality Impact Assessment of Oxfordshire's Pupil Place Plan (June 2011) 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.

Decision

20. 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

The Cabinet Member for Schools Improvement is RECOMMENDED to approve the expansion of St Christopher's CE Primary School, Cowley with effect from 1 September 2012.

MEERA SPILLET

Director for Children, Education & Families

Background papers: Initial consultation document – available from School Organisation & Planning

Annexes: Annex 1: Cabinet report 21 June 2011
Annex 2: Statutory notice
Annex 3: Statutory proposal

Contact Officer: Barbara Chillman, Principal Officer School Organisation, School Organisation & Planning, 01865 816459

October 2011

CABINET – 21 June 2011

**PROPOSAL TO EXPAND ST CHRISTOPHER'S PRIMARY SCHOOL,
COWLEY**

Report by Children, Education & Families

Introduction

1. St Christopher's CE Primary School has a published admission number of 45 children. For September 2010, 50 parents chose the school as their first preference. Due to rising numbers of children needing primary school places in Oxford, the school agreed to take more than its admission number in September 2009 and 2010, accepting up to 60 children into the reception class. At the January 2011 pupil census the school had 60 F1 children and 55 in Year 1.
2. Oxford city is experiencing rapid growth in pupil numbers, and Primary Care Trust records and the annual census of local children in early years settings show that the demand for places at St Christopher's CE Primary School is likely to continue to be above the planned admission number. Other nearby schools are also expected to be full or nearly full, and expansions are underway or planned for several other schools in the city.
3. For September 2011 the school's admission number has been published as 60, and 60 places have been allocated. We now need to decide whether to permanently expand the school to 2 forms of entry.
4. There are five statutory stages for a proposal to expand a school:
 - i. consultation;
 - ii. publication of a statutory notice;
 - iii. representation;
 - iv. decision;
 - v. implementation.

This proposal has completed the first consultation stage, and a decision is now sought as to whether to proceed to publication of a statutory notice and representation.

The Proposal

5. The proposal is to increase the admission number from 45 to 60 children, on a permanent basis from September 2012. This will eventually increase the school's total capacity from 270 children in Years 1-6 to a maximum of 360.

6. To accommodate this growth in pupil numbers, there will be some extension of the school's buildings, and a feasibility study is underway as to how this can best be provided.

Representations

7. During the informal consultation phase (5 November – 17 December 2010) a “drop-in” session was held at the school for parents to discuss their concerns with a County Council officer and a consultation document (Annex 1) was sent to parents of children at St Christopher's CE Primary School, as well as to local councillors, other primary schools and early years providers in the East Oxford area; it was also available on the OCC website. Thirteen responses were received.
 - Eight respondents supported the proposal (though some with qualifications as noted below).
 - Three respondents opposed the proposal.
 - Two were neutral.
8. Reasons for supporting the proposal included:
 - Expansion will provide school places for local children.
 - Expansion will cater for the increase in population.
 - Expansion will allow the school to teach in single age classes
 - The school site is large enough to support expansion.
9. The following concerns were raised:
 - Traffic at the start and finish of the school day (3 respondents). *See paragraphs 10 and 11 below.*
 - The need for additional accommodation (3 respondents). *See paragraph 12 below.*
 - The school should not be expanded until it has been out of special measures for some time. The priority should be on improving the school's performance (3 respondents). *See paragraph 13 below*
 - The need for additional staffing and other resources (2 respondents). *Resourcing for the school will rise in line with pupil numbers.*
 - That the school should avoid the use of fair banding for admissions (1 respondent). *There is no intention to introduce fair banding.*
10. With respect to concerns about traffic, the County Council Development Control team reported that when planning permission was sought in 2010 for a temporary classroom at the site (an interim solution to housing the rising numbers), objections were submitted by local residents due to the additional pupils who would be attending the school and the subsequent increase in traffic. A Transport Statement was submitted for this application, and a unilateral undertaking was agreed with the school to contribute £6,000 towards the provision of improved pedestrian/cycle facilities in the area. A similar unilateral undertaking may be required for any further permanent or temporary building extension.
11. The feasibility study into the capital requirements of expansion is exploring options for an additional access to the school site, at least for pedestrians and

possibly for vehicles to alleviate traffic congestion in Temple Road. The school will also be required to update its travel plan to reflect the increased pupil numbers.

12. With respect to accommodation, the feasibility study will identify the statutory requirements for a 2 form entry school, and will also assess whether any non-statutory provision (such as a kitchen) can be provided in a cost-effective manner as part of the expansion. The school currently has 11 of the 12 Key Stage classrooms required for a 2 form entry school, in a mixture of permanent and temporary accommodation. However, it lacks other standard facilities such as a library, ICT room, studio, food technology room and small group rooms for inclusion and early intervention.
13. With respect to school standards, following an Ofsted inspection in May 2009 the school was placed under special measures because it was failing to give its pupils an acceptable standard of education. A monitoring inspection visit to the school (December 2010) found that it was making good progress, and following a re-inspection in March 2011 the school was judged as no longer requiring special measures. Ofsted reported that *“it is a great credit to all who work in, and support, St Christopher’s that during the past two years a successful and increasingly secure start has been made in reversing its previous history of underachievement. Under the very effective leadership of the headteacher and acting deputy headteacher, well-considered changes have been put in place to address the weaknesses identified in the last inspection report. As a result, there is a strong whole-school commitment to build upon the schools strengths and pupils’ achievement is starting to improve rapidly. The school is now providing a satisfactory, and improving, standard of education for all its pupils.”*
14. As objections in relation to the proposal have been raised, the decision on whether to publish a formal statutory proposal is referred to the Cabinet rather than the Cabinet Member for Schools Improvement.

Making a Decision

15. Sections 18 to 24 of the Education & Inspections Act 2006 and The School Organisation (Prescribed Alterations to Maintained Schools)(England) Regulations 2007 (as amended) [“the Prescribed Alterations Regulations”] establish the procedures that must be followed when enlarging school premises. Local authorities also have a duty to have regard to statutory guidance, in this particular case ‘Expanding a Maintained Mainstream School by Enlargement or Adding a Sixth Form: A Guide for Local Authorities and Governing Bodies (“the Guidance”).
16. The Prescribed Alterations Regulations require proposers to consult interested parties and the Guidance lists these at paragraph 1.3. The Cabinet must be satisfied that the statutory consultation has been properly carried out prior to the publication of the notice. Annex 2 provides details of the County Council’s consultation with the interested parties who are required to be consulted with under the Prescribed Alterations Regulations. The period of consultation is not prescribed by legislation, although the Guidance recommends a minimum

of 4 weeks. The consultation period was in line with the Guidance having run from 5 November to 17 December 2010, thereby exceeding the four week minimum requirement. The consultation was therefore carried out in accordance with the Prescribed Alterations Regulations.

17. A decision is now required as to whether to publish formal proposals for this expansion. If approved, a statutory notice would be published (probably in September), followed by a formal consultation period of four weeks. The decision-making power in terms of determining the notice will lie with the Cabinet, and a report will be put to the Cabinet Member for Schools Improvement if no representations are received, or to Cabinet if representations are received, for a final decision in due course.

Equality and Inclusion Implications

18. There are not considered to be any equality and inclusion implications arising from this proposal.

Financial and Staff Implications

19. The direct financial implication of this report is the cost of the statutory process recommended, which is planned for and met within the normal CYP&F budget provision. There are no significant financial implications or risks at this stage. If the proposal proceeds, following statutory consultation there would be another report to Cabinet in due course seeking a final decision on whether to expand the school.
20. The longer-term financial implications of the current report are linked to the capital works that would be carried out should the proposals be approved. These will be the subject of a separate detailed project approval, and a further paper for decision will follow in due course, subject to the capital policies and processes laid down. The decision to proceed with the statutory process to expand the school is normally done prior to detailed project and funding appraisal, particularly where there is a demonstrable need as with this school. Resources for this expansion have been identified within the Capital programme 2011/12–2015/16 (existing demographic pupil provision – basic needs programme). There will also be on-costs for the school for additional staff and increased maintenance requirements.
21. Publication of a statutory proposal to expand the school requires confirmation from the local authority that funds will be made available for the necessary capital costs.

RECOMMENDATION

The Cabinet is RECOMMENDED to approve the publication of a statutory notice for the expansion of St Christopher’s CE Primary School, Cowley.

MEERA SPILLETT
Director for Children, Education & Families

Contact Officer: Barbara Chillman, Principal Officer School Organisation,
Children, Education & Families, 01865 816459

May 2011

Annex 2: Consultation with interested parties

The Prescribed Alterations Regulations require proposers to consult interested parties and the Guidance lists these at paragraph 1.3. This annex provides details of the County Council's consultation with interested parties that are required to be consulted with under the Prescribed Alterations Regulations.

The governing body of any school which is the subject of proposals (if the LA are publishing proposals)	Consulted through distribution of consultation leaflets (5 November – 17 December 2010).
The LA that maintains the school (if the governing body is publishing the proposals).	n/a
Families of pupils, teachers and other staff at the school.	Through distribution of consultation leaflets (to families via children) (5 November – 17 December 2010), and invitation to a “drop-in” meeting for parents (8 November 2010).
Any LA likely to be affected by the proposals, in particular neighbouring authorities where there may be significant cross-border movement of pupils.	The proposals are not judged to affect other local authorities.
The governing bodies, teachers and other staff of any other school that may be affected.	Other Oxfordshire schools consulted through online consultation (5 November – 17 December 2010). Local primary and secondary schools, and early years providers were sent consultation leaflets.
Families of any pupils at any other school that may be affected.	Consulted through online consultation (5 November – 17 December 2010).
Any trade unions who represent staff at the school; and representatives of any trade union of any other staff at schools who may be affected by the proposals.	Consulted through online consultation (5 November – 17 December 2010).
(If proposals involve, or are likely to affect a school which has a particular religious character) the appropriate diocesan authorities or the relevant faith group in relation to the school.	Oxford CE diocese and Birmingham and Portsmouth RC dioceses consulted through online consultation and distribution of consultation leaflets (5 November – 17 December 2010).
The trustees of the school (if any).	n/a

(If the proposals affect the provision of full-time 14-19 education) the Learning and Skills Council	n/a
MPs whose constituencies include the schools that are the subject of the proposals or whose constituents are likely to be affected by the proposals.	Local MP sent a copy of the consultation leaflet.
The local district or parish council where the school that is the subject of the proposals is situated.	Local district and county councillors consulted through distribution of consultation leaflets and online consultation, and Oxford City Council sent consultation leaflet.
Any other interested party, for example, the Early Years Development and Childcare Partnership (or any local partnership that exists in place of an EYDCP) where proposals affect early years provision, or those who benefit from a contractual arrangement giving them the use of the premises.	Members of the School Organisation Stakeholder Group consulted through online consultation and meetings.



PUBLIC NOTICE

**Proposed Enlargement at
St Christopher's Church of England Primary School
Cowley, Oxford**

Notice is given in accordance with section 19(1) of the Education and Inspections Act 2006 that Oxfordshire County Council intends to make a prescribed alteration to St Christopher's Church of England (VC) School, Cowley, Temple Road, Cowley, Oxford OX4 2HB from 01 September 2012.

Oxfordshire County Council is proposing to increase the published admission number of St Christopher's CE Primary School, Cowley from 45 to 60 children, on a permanent basis from September 2012. To accommodate this growth in pupil numbers, there will be some extension of the school's buildings.

The current capacity of the school is 315 and the proposed capacity will be 420. The current number of pupils registered at the school is 324. The current admission number for the school is 45 and the proposed admission number will be 60.

Oxfordshire County Council will implement the proposal.

This Notice is an extract from the complete proposal. Copies of the complete proposal can be obtained from: www.oxfordshire.gov.uk/consultation, or by contacting Barbara Chillman, School Organisation & Planning, FREEPOST OXFORDSHIRE COUNTY COUNCIL. Tel: 01865 816453 / Email: SchoolOrgPlan@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 online at www.oxfordshire.gov.uk/consultation; by post to Barbara Chillman, School Organisation & Planning, FREEPOST OXFORDSHIRE COUNTY COUNCIL; or by emailing SCPS2011-manager@myconsultations.oxfordshire.gov.uk.

Signed: Meera Spillett, Director of Children, Education & Families

Publication Date: Wednesday 7 September 2011

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PROPOSALS FOR PRESCRIBED ALTERATIONS OTHER THAN FOUNDATION PROPOSALS: Information to be included in a complete proposal

Extract of Part 1 of Schedule 3 and Part 1 of Schedule 5 to The School Organisation (Prescribed Alterations to Maintained Schools)(England) Regulations 2007 (as amended):

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.

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In respect of an LEA Proposal: School and local education authority details

1. The name, address and category of the school .

St Christopher's CE (VC) Primary School Temple Road Cowley Oxford OX4 2HB

Implementation and any proposed stages for implementation

2. 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.

01 September 2012

Objections and comments

3. A statement explaining the procedure for making representations, including —
- (a) the date prescribed in accordance with paragraph 29 of Schedule 3 (GB proposals)/Schedule 5 (LA proposals) of The School Organisation (Prescribed

- Alterations to Maintained Schools) (England) Regulations 2007 (as amended), by which objections or comments should be sent to the local education authority; and
- (b) the address of the authority to which objections or comments should be sent.

Within four weeks from the date of publication of this proposal (i.e. by 5 October 2011) any person may object to or make comments on the proposal online at www.oxfordshire.gov.uk/consultation; by post to Barbara Chillman, School Organisation & Planning, FREEPOST OXFORDSHIRE COUNTY COUNCIL; or by emailing:

SCPS2011-manager@myconsultations.oxfordshire.gov.uk

Alteration description

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

Oxfordshire County Council is proposing to increase the capacity of St Christopher's CE Primary School, Cowley from 1.5 forms of entry to 2 forms of entry on a permanent basis from September 2012.

School capacity

- 5.—(1) Where the alteration is an alteration falling within any of paragraphs 1 to 4, 8, 9 and 12-14 of Schedule 2 (GB proposals)/paragraphs 1-4, 7, 8, 18, 19 and 21 of Schedule 4 (LA proposals) to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended), 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 capacity of the school is 315 (Reception – Year 6) and the proposed capacity 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;

Until 2010 the published admission number for the school was 45. By agreement between the county council and St Christopher's governing body, the school admitted over its admission number in 2009 and 2010, accepting up to 60 children. For 2011 entry the school published an admission number of 60. This proposal is to make this level of admissions

permanent.

- (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;

Not applicable

- (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.

The gradual growth of the school has led to a rise in indicated admission number over the last few years:

- For admissions up to and including September 2007 the indicated admission number was 40. This affects year groups 3-6 in the May 2011 pupil census. Of these year groups, only Year 5 was below this number in the May 2011 census, with 37 children.
- For admissions in September 2008-2010 the indicated admission number was 45. This affects year groups R-2 in the May 2011 pupil census. Of these year groups, all were above this number in the May 2011 pupil census.
- From September 2011, the indicated admission number is 49. 60 children are expected to be admitted.

(2) Where the alteration is an alteration falling within any of paragraphs 1, 2, 9, 12 and 13 of Schedule 2 (GB proposals) / paragraphs 1, 2, 8, 18 and 19 of Schedule 4 (LA proposals) to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended), a statement of the number of pupils at the school at the time of the publication of the proposals.

At the May 2011 pupil census, the number of pupils (Reception -Year 6) registered at the school was 324. For September 2011 this is expected to rise to around 345

Implementation

6. 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 proposal will be implemented by the local education authority.

Additional Site

7.—(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.

No new or additional site will be required.

(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.

Not applicable

Changes in boarding arrangements

8.—(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 8 or 21 of Schedule 2 (GB proposals)/7 or 14 of Schedule 4 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended) —

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

Not applicable

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

Not applicable

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

Not applicable

- (d) except where the proposals are to introduce boarding provision, a description of the existing boarding provision.

Not applicable

(2) Where the proposals are for the removal of boarding provisions or an alteration to reduce boarding provision such as is mentioned in paragraph 8 or 21 of Schedule 2 (GB proposals)/7 or 14 of Schedule 4 (LA proposals) to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended) —

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

Not applicable

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

Not applicable

Transfer to new site

9. Where the proposals are to transfer a school to a new site the following information—

- (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;

Not applicable

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

Not applicable

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

Not applicable

(d) the accessibility of the proposed site or sites;

Not applicable

(e) the proposed arrangements for transport of pupils to the school on its new site; and

Not applicable

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

Not applicable

Objectives

10. The objectives of the proposals.

This proposal forms part of Oxfordshire County Council's strategy to expand primary school provision within Oxford to meet the needs of the local population.

Oxford city is experiencing rapid growth in pupil numbers, and Primary Care Trust records and the annual census of local children in early years settings show that the demand for places at St Christopher's CE Primary School is likely to continue to be above the planned admission number. Other nearby schools are also expected to be full or nearly full, and expansions are underway or planned for several other schools in the city.

For September 2010, 50 parents chose St Christopher's CE Primary School as their first preference against a published admission number of 45, and to help accommodate the rising numbers of children needing primary school places in Oxford, the school agreed to take more than its admission number (as it had already done in 2009) accepting up to 60 children into the reception class. It also agreed to publish an admission number of 60 for September 2011 entry.

This proposal is to make the increased admission number permanent through an increase in capacity of the school.

Consultation

11. 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.

- a) Consultation was carried out with staff, governors and parents at St Christopher's CE Primary School; local early years providers; local residents; local councillors (parish, district and county) and MP; trade unions representing staff at the school; other local primary and secondary schools; CE and RC dioceses; and other interested parties.
- b) No public consultation meeting was held.
- c) Thirteen responses to the consultation were received.
- Eight respondents supported the proposal (though some with qualifications as noted below).
 - Three respondents opposed the proposal.
 - Two were neutral.
- Reasons for supporting the proposal included:
- Expansion will provide school places for local children.
 - Expansion will cater for the increase in population.
 - Expansion will allow the school to teach in single age classes
 - The school site is large enough to support expansion.
- The following concerns were raised:
- Traffic at the start and finish of the school day (3 respondents).
 - The need for additional accommodation (3 respondents)..
 - The school should not be expanded until it has been out of special measures for some time. The priority should be on improving the school's performance (3 respondents).
 - The need for additional staffing and other resources (2 respondents).
 - That the school should avoid the use of fair banding for admissions (1 respondent).
- d) All applicable statutory requirements to consult have been complied with.
- e) The consultation leaflet is attached as Appendix 1. These were sent via the school to parents. Consultation leaflets were also sent to local primary schools, early years providers, the local secondary schools, local councillors and MPs, and other stakeholders. The leaflet was also available on the county council's website.

Project costs

12. 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.

A feasibility study is underway to identify the options for providing additional accommodation to address the infrastructure issues related to this expansion.

The estimated cost of providing the additional classroom spaces in permanent buildings is in the region of £1.7m. It is anticipated that capital works will be funded by the local authority; the school will be responsible for furniture and IT equipment.

13. 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).

Oxfordshire County Council capital funding forward plans include funds to assist with demographic issues on school places. Once the preferred solution, costs and phasing options have been identified and agreed, funding will be allocated from within the County Council's Capital Programme 2012/13 onwards. It is anticipated that there will be opportunities to recover some of the costs for the work from future housing developer funding (S.106) agreements.

Age range

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

Not applicable

Early years provision

15. Where the proposals are to alter the lower age limit of a mainstream school so that it provides for pupils aged between 2 and 5—

- (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;

Not applicable

- (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;

Not applicable

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

Not applicable

- (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; and

Not applicable

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

Not applicable

Changes to sixth form provision

16. (a) Where the proposals are to alter the upper age limit of the school so that the school provides sixth form education or additional sixth form education, a statement of how the proposals will—

- (i) improve the educational or training achievements;
- (ii) increase participation in education or training; and
- (iii) expand the range of educational or training opportunities for 16-19 year olds in the area;

Not applicable

- (b) A statement as to how the new places will fit within the 16-19 organisation in an area;

Not applicable

(c) Evidence —

- (i) of the local collaboration in drawing up the proposals; and
- (ii) that the proposals are likely to lead to higher standards and better progression at the school;

Not applicable

(d) The proposed number of sixth form places to be provided.

Not applicable

17. 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.

Not applicable

Special educational needs

18. Where the proposals are to establish or change provision for special educational needs—

- (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;

Not applicable

- (b) any additional specialist features will be provided;

Not applicable

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

Not applicable

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

Not applicable

(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;

Not applicable

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

Not applicable

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

Not applicable

(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; and

Not applicable

(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.

Not applicable

19. 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;

Not applicable

(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;

Not applicable

(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; and

Not applicable

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

Not applicable

20. 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.

Not applicable

Sex of pupils

21. 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—

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

Not applicable

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

Not applicable

- (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).

Not applicable

22. 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—

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

Not applicable

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

Not applicable

Extended services

23. 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.

Not applicable

Need or demand for additional places

24. If the proposals involve adding places—

- (a) a statement and supporting evidence of the need or demand for the particular places in the area;

Due to rising numbers across Oxford City, 60 places were allocated to the school for September 2009 and 2010. As a consequence the school's admission number for 2011 was published at 60, using existing permanent accommodation and a temporary classroom installed in 2010. In September 2011 the school has more than 45 children per year from the Reception Year to Year 4 inclusive.

By the application deadline for 2011 entry, the partnership of schools in this part of Oxford had received 358 first preference applications for 325 Reception places; there were also late applications.

In recent years Oxford has experienced a significant and sustained rise in primary pupil numbers. To meet this demand, in 2008 an additional 105 primary school places across the city were agreed; in 2009 a further 245 additional primary school places were created, and in 2010 another 238 additional places were created. Looking to the future, significant additional housing is included in Oxford City Council's Core Strategy, which will, in turn, lead to increased pupil numbers across the city.

- (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;

The number of places at CE schools does not meet parental demand in Oxford. Within Oxford city there are 484 Reception places available at Church of England (VC or VA) schools (with St Christopher's at 45). For 2010 there were 613 first preference applications for these schools; by the close of applications for 2011 there had been 526 first preference applications, with more expected from late applications.

- (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.

Not applicable.

25. 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; and

Not applicable

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

Not applicable

Expansion of successful and popular schools

25A. (1) Proposals must include a statement of whether the proposer considers that the presumption for the expansion of successful and popular schools should apply, and where the governing body consider the presumption applies, evidence to support this.

(2) Sub-paragraph (1) applies to expansion proposals in respect of primary and secondary schools, (except for grammar schools), i.e. falling within:

(a) (for proposals published by the governing body) paragraph 1 of Part 1 to Schedule 2 or paragraph 12 of Part 2 to Schedule 2;

(b) (for proposals published by the LA) paragraph 1 of Part 1 to Schedule 4 or 18 of Part 4 to Schedule 4

of the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended).

The presumption for the expansion of successful and popular schools does not apply in this case.

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