



Delegated Decisions by Cabinet Member for Public Health & Education

***Wednesday, 13 June 2018 at 10.00 am
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. Decisions taken will become effective at the end of the working day on 21 June 2018 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 "PG Clark".

Peter G. Clark
Chief Executive

June 2018

Committee Officer: **Deborah Miller**
Tel: 07920 084239; E-mail: deborah.miller@oxfordshire.gov.uk

Note: Date of next meeting: 18 July 2018

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. **Education Specification for a New Primary School in NE Wantage (Kingsgrove)** (Pages 1 - 18)

Forward Plan Ref: 2018/070

Contact: Lucy Mills, School Organisation Officer Tel: 07586 478794

Report by Director for Children's Services (**CMPHE4**).

This report follows a public consultation on the educational specification for a new primary school. The planned new school will be in NE Wantage, as part of the Crab Hill / Kingsgrove housing development which forms part of the county council's long term educational strategy for the town.

The consultation process and responses received are summarised in the report and a draft specification is recommended for formal approval, against which potential sponsors will submit their Expressions of Interest in running the new school.

The Cabinet Member for Public Health & Education is RECOMMENDED to approve the specification for the new primary school for NE Wantage, Oxfordshire.

5. Extension of Age Range at Kingham Primary School, Chipping Norton (Pages 19 - 30)

Forward Plan Ref: 2018/027

Contact: Lucy Mills, Schools Organisation Officer Tel: 07586 478794

Report by Director for Children's Services (**CMDPHE5**).

The Governing Body of Kingham Primary School, working with the Local Authority, is proposing to alter the school's age range from 4-11 to 2-11, to provide a nursery offering 48 part time equivalent funded places

Kingfishers Playgroup, which currently operates on the school site under a lease from the local authority, has voted to close at the end of the summer term 2018. This is due to ongoing pressures in maintaining the voluntary community committee structure, particularly in terms of administrative management and responsibility. The school governors wish to ensure that early years provision continues to be available at the school.

The Cabinet Member for Public Health & Education is RECOMMENDED to approve the proposed change of age range at Kingham Primary School.

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Division(s): Wantage and Grove

**CABINET MEMBER FOR PUBLIC HEALTH AND EDUCATION -
13 JUNE 2018
NEW PRIMARY SCHOOL IN NE WANTAGE, OXFORDSHIRE
REPORT ON CONSULTATION AND APPROVAL FOR SCHOOL
SPECIFICATION**

Report by Director for Children's Services

Introduction

1. The host site for this planned new primary school is the 1500-home development permitted as application P13/V1764/O and now known as Kingsgrove.
2. The adopted Vale of White Horse Local Plan Part 1 plans for significant housing growth across Wantage and Grove, including:
 - 1500 homes at Crab Hill (Kingsgrove)
 - 2500 homes at Grove Airfield
 - 885 homes at Monks Farm, north of Grove.
3. A further 400 homes are proposed in the Vale of White Horse District Council Local Plan 2031 Part 2 which was submitted to the Secretary of State on Friday 23 February 2018 for independent examination.
4. Over 1000 other new homes on smaller sites across the Wantage and Grove area have been either permitted or completed in recent years.
5. School capacity growth is being planned strategically across Wantage and Grove, and includes a mixture of expansions (Charlton Primary School has already been expanded and Grove CE Primary School is planned for expansion from 2020) and new schools, including the school covered by this specification.
6. Planning for the new school is underway, and the school is currently planned to open in September 2020. However, this will be subject to review as the development progresses.
7. This report summarises the consultation held regarding the proposed educational specification of the new primary school for NE Wantage and seeks approval for the final specification. This will then be used as the basis for attracting potential academy sponsors.

Background

8. Oxfordshire County Council will not run the new school. The 2011 Education Act says that all new schools are expected to be academies/free schools. This law means that they are not run by the county council except in exceptional

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circumstances. Instead, academies are run by independent academy trusts. These trusts can be set up by lots of different organisations, including educational specialists, employers, existing local schools, charities, religious groups and community groups.

9. Oxfordshire County Council's role is to plan for and secure sufficient school places and find a potential sponsor for the new schools. The government has set out a bidding and selection process for choosing new school providers. From this, the Cabinet meeting of 4 September 2012 approved a new process for the identification of sponsors for new academies to meet the needs of population growth:
 - i. Undertake a public consultation to identify the academy model to be implemented.
 - ii. Invite initial expressions of interest in running the school, including through the DfE website.
 - iii. Assess expressions of interest and then invite detailed bids from three or fewer providers to show clear plans of how they will contribute to the raising of education standards, add diversity of choice and which best fits the local requirements and meets the needs of those within groups offered specific protection under s149 Equality Act 2010.
 - iv. Assess bids against criteria and rank in order of preference. Agree a preferred option to be approved by Lead Member for Education or Cabinet as appropriate.
 - v. Submit report to Regional Schools Commissioner for decision.
 - vi. Proposal developed with provider approved by Regional Schools Commissioner through sharing vision of community, county and sponsor.
10. The first part of the process is to write an educational specification for the new schools in order to invite bids from potential academy trusts wanting to run it. The public consultation on the draft specification for the primary school at NE Wantage has now taken place. From this, the specification for the school has been finalised. The purpose of this Report is to provide information on the consultation outcomes, and seek Cabinet Member approval to move onto the next stage of the process: inviting interested parties to submit outline expressions of interest to run the school, based on the proposed specification at Annex 1.
11. The expected pupil generation of new housing in the Kingsgrove development, as well as across other planned developments in Wantage and Grove, has been modelled using the council's PopCal tool, based on current knowledge about the timing of house building and the types and sizes of housing. The timing of houses could vary depending on housing market conditions.

Consultation

12. The public consultation to inform the development of the education specification for the new primary school was conducted by the School Organisation &

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Planning team between 16 April – 14 May 2018. The purpose of the consultation was:

- To invite comment on the draft education specification to be used as the basis of identifying an academy sponsor for the new school;
 - To act as pre-notification to potential sponsors of the future bidding process.
13. The consultation was publicised through the county council consultations website and. Invitations to join the consultation were targeted at local councillors, schools, and other stakeholders. There were no responses to the consultation.
14. To secure an academy sponsor in appropriate time to allow the school to open in September 2020, approval is now sought for the educational specification for this school.

Proposed specification for the new school at NE Wantage

15. The school will be:
- A 2-form entry school.
 - Age range: 2-11.
 - Admission number: 60
 - Total places provided for Reception to Year 6: 420 places.
 - Inclusive of a nursery for 2- and 3- year olds: the exact number of places to be confirmed.
 - Co-educational.
16. The school will also be expected to contribute towards meeting local needs for wraparound care and childcare.
17. The school's catchment is expected to be primarily the Kingsgrove strategic development area in NE Wantage but may draw from a wider area to meet population pressures in Grove and Wantage.
18. The detailed specification is provided in Annex 1.

Next steps

19. The Cabinet Member is requested to approve the draft specification attached as Annex 1 as the basis for stage (ii) of the academy provider process outlined in paragraph 9 above, the invitation of expressions of interest from potential providers. Such expressions of interest would be sought from June 2018, and short-listed by officers, with short-listed applicants invited to submit a detailed proposal by October 2018.
20. A further report would be submitted to Cabinet Member in November 2018 to confirm which provider the county council wishes to recommend to the Regional Schools Commissioner for approval.

Equality and Inclusion Implications

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21. Section 149 of the Equalities Act 2010 imposes a duty on the Council to give due regard to three needs in exercising its functions:
 - Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act.
 - Advance equality of opportunity between people who share a protected characteristic and those who do not.
 - Foster good relations between people who share a protected characteristic, and those who do not.
22. There are no equality and inclusion implications arising from this report.

Risks and mitigation

23. There is a degree of uncertainty about the precise timescale of the school's growth as it will be influenced by factors outside the county council's control, including the housing market. To mitigate against this risk, providers will be sought who are able to be flexible in how quickly the new school will grow. Providers will be specifically asked in the application process how they will manage these uncertainties. Until a funding agreement is signed with the provider, the county council will be able to renegotiate details of timing should conditions change.
24. If the specification proves unattractive to potential sponsors, we may not be able to identify sufficient providers interested in running the school. The county council is already aware of academy trusts interested in bidding for this school. In cases where an academy provider cannot be identified, the Department for Education expects to be able to assist.

Financial and Staff Implications

25. The direct financial implication of this report is the cost of the process of seeking expressions of interest, which is planned for and met within the normal CE&F budget provision. There are no significant financial implications or risks at this stage.
26. Local authorities are required to make provision to support new schools prior to opening, to cover set-up costs, as well as during the period until the school reaches full capacity, as during this period they are not able to benefit from economies of scale. To this end, the Schools Forum has approved the establishment of a Growth Fund from the Schools Block of the Dedicated Schools Grant.

RECOMMENDATION

27. **The Cabinet Member for Public Health & Education is RECOMMENDED to approve the specification for the new primary school for NE Wantage, Oxfordshire.**

LUCY BUTLER

Director for Children's Services

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Contact Officer: Barbara Chillman, Pupil Place Planning Manager, 07554 103418

May 2018

Annex 1 Draft specification for new primary school at NE Wantage, Oxfordshire.

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New primary school for Kingsgrove/Crab Hill, Wantage

**School specification document for potential sponsors of a
primary school in NE Wantage, Oxfordshire**

Section 1: Introduction and context

1.1 Planned housing growth in Wantage

1.2 School capacity planning for Wantage

Section 2: The Kingsgrove development and school

Section 3: Size and type of school

Section 4: Educational Vision

4.1 High Educational Quality and Standards

4.2 Support for Vulnerable Learners and Children with
Special Educational Needs & Disabilities

4.3 Safeguarding, Well-being and Community
Development

Section 5: Education Plan

Section 6: Capacity and Capability

Section 7: Funding and Cost

Section 8: Impact and Equalities Assessment

Section 9: How to Apply to Sponsor this New School

Section 1: Introduction and context

Oxfordshire County Council has identified the need to establish a new primary school in NE Wantage to open in September 2020. Under section 6A of the Education and Inspections Act 2006 (the 'free school presumption') where a local authority identifies the need to establish a new school it must, in the first instance, seek proposals to establish an academy.

The new school will chiefly serve a permitted new housing development of 1500 homes now called Kingsgrove, previously referred to as Crab Hill, construction of which is underway. This school forms part of the strategic planning for additional school capacity to meet the expected growth in pupil numbers arising from housing growth both permitted and proposed in the Vale of White Horse Local Plan.

The authority is therefore seeking proposals from appropriate providers to sponsor to this new school. This new school would be deemed a free school. Section 9 sets out how potential sponsors can apply.

1.1 Planned housing growth in Wantage and Grove

The host site for this new school is the 1500-home development permitted as application P13/V1764/O and now known as Kingsgrove.

The adopted Vale of White Horse Local Plan Part 1 plans for significant housing growth across Wantage and Grove, including:

- 1500 homes at Crab Hill (Kingsgrove)
- 2500 homes at Grove Airfield
- 885 homes at Monks Farm, north of Grove.

A further 400 homes are proposed in the Vale of White Horse District Council Local Plan 2031 Part 2 which was submitted to the Secretary of State on Friday 23 February 2018 for independent examination.

Over 1000 other new homes on smaller sites across the Wantage and Grove area have been either permitted or completed in recent years.

1.2 School capacity planning for Wantage and Grove

Oxfordshire County Council is planning school capacity strategically across Wantage and Grove to meet the needs of the recent and planned housing growth, as well as the existing population growth.

The first phase of primary school capacity growth has been implemented through expansions of existing schools in recent years:

- Charlton Primary School – from 1.5 form entry to 2 form entry
- Grove CE Primary School – already expanded from 0.5 form entry to 1 form entry, and now in feasibility to expand to 2 form entry.

The school covered by this specification forms part of the second phase of primary school capacity growth, through the establishment of new schools. In addition to this school, new schools will also be included within the Grove Airfield development. As housing proposals develop, it may become necessary to plan for further school capacity growth.

Section 2: The Kingsgrove development and school

The 227-acre Kingsgrove development site will provide:

- Up to 1,500 homes, with the first expected to be completed by summer/autumn 2018.
- A new primary school
- A neighbourhood centre including:
 - community amenities
 - pub/restaurant
 - shops
 - sports and recreation areas
 - offices



(The nearest postcode to this location at the current time is OX12 7EE.)

The school is being designed and built by the developer, and is currently anticipated to open in September 2020.

Section 3: Size and type of school

This school will be:

- A 2 form entry school.
- Age range: 2-11.
- Admission number: 60
- Total places provided for Reception to Year 6: 420 places.
- Inclusive of a nursery for 2- and 3- year olds: the exact number of places to be confirmed.
- Co-educational.

The school will also be expected to contribute towards meeting local needs for wraparound care and childcare.

The school's catchment is expected to be primarily the Kingsgrove strategic development area in NE Wantage but may draw from a wider area to meet population pressures in Grove and Wantage.

The new school will be included within the county council's coordinated admission scheme, but the successful sponsor will be responsible for consulting on, and publishing, its specific admissions policy.

Information about Oxfordshire's school admissions and home-to-school transport is available at <https://www2.oxfordshire.gov.uk/cms/public-site/school-admission-rules-and-policies>

The school will need to be flexible in how it organises classes to respond to the growth in local school-age population, including children who move to the development after the normal age of starting school. Proposers will be expected to demonstrate how they will ensure the needs of new residents of the development are met without promoting or encouraging a large-scale relocation of existing pupils from other schools.

It would be expected that the school initially opens with an admission number of 30 Reception places; a mixed aged Year 1 and Year 2 class may also be appropriate in the first instance, depending on how the local population is growing. The school would then be expected to increase its Reception intake to 45 and then 60 in line with the local population growth. The nursery class would also be expected to open from the start.

Section 4: Educational Vision

Oxfordshire County Council's vision is for an autonomous and self-improving education system; we are committed to enabling schools and settings to promote excellence and lead their own improvement. This is set within the context of a well-planned continuum of provision from birth to 25 that meets the needs of children and young people in Oxfordshire. Our ultimate purpose is to improve attainment, achievement and well-being, including the progression into employment for young people, by developing collective capacity in the county.

An academy sponsor is sought to work with the county council to achieve this vision. In particular, prospective sponsors will need to demonstrate how they will help meet the following outcomes.

4.1 High Educational Quality and Standards

The school should:

- Provide sustainably good or outstanding education with an exciting and inspiring broad and balanced curriculum.
- Rigorously focus on educational standards to ensure that every child achieves their potential, and goals and national expectations are met or exceeded.
- Ensure an inclusive learning environment in which all pupils, including those with special or additional educational needs and those with disabilities, are supported and enabled to make appropriate progress.
- Develop a strong moral and caring ethos, ensuring care and support for the whole child.
- Seek out and share best practice within and beyond the school, promoting innovation and creativity in learning and teaching.
- Maintain outstanding and dynamic leadership, management and governance.
- Attract, retain and develop the highest quality teachers and support staff to ensure good or better teaching and learning, and effective and motivated workforces.

4.2 Support for Vulnerable Learners and Children with Special Educational Needs & Disabilities

The school should:

- Promote inclusive opportunities for the most vulnerable children and have a strong focus on equalities, early intervention, and supporting the needs of the local community.
- Provide specialist support to address each learner's specific needs and to improve their progress.
- Provide a learning environment for learners to benefit from specialist small group teaching and interventions as part of a personalised learning programme.
- Ensure suitably qualified and trained staff to advise and support the local workforce to deliver quality teaching and learning experiences for children with special educational needs, and support for their families.

4.3 Safeguarding, Well-being and Community Development

A key component of selection will be the proposers' willingness to work in collaboration with other providers and local partners to develop services which meet the needs of local children, young people and families in a coordinated way.

The school should:

- Work in partnership with the county council and other educational providers to contribute towards meeting the collective responsibility to secure the best for all Oxfordshire's learners, including participating in school-to-school support, and a commitment to cooperating with Fair Access protocols.
- Implement strategies to ensure that attendance of children matches the attendance rates of the highest performing authorities.
- Support the strategic responsibilities of the county council to ensure sufficiency of high quality school places and improved educational outcomes through agreed sharing of data and information.
- Engage parents/carers in supporting and encouraging their children's learning.
- Support the county council in delivering effective early intervention services, ensuring school readiness and supporting our most vulnerable learners and families.
- Work in partnership with wider services such as social care services, health and police to keep children safe, support families and build stronger communities.
- Be outward facing, playing a key role within its immediate community and the wider local economy, for example through opening up facilities to the community, and participating in community activities.

- Develop strategic alliances, partnerships and networks to better meet the needs of children and families in the Wantage area.

Section 5: Education Plan

Prospective sponsors should submit details of:

- An ambitious, broad and balanced, deliverable curriculum plan which is consistent with the vision and pupil intake.
- A staffing structure that will deliver the planned curriculum within the expected income levels, with a focus on outstanding teaching (including strategies for recruitment, retention and effective performance management).
- Strategies for measuring pupil performance effectively and setting challenging targets.
- Rigorous processes of self-evaluation and continual improvement, including recognising the importance of Pupil Voice in these processes.
- Strategies for ensuring that the needs of all children are fully provided for, and that the school will be fully inclusive.
- Strategies for ensuring safeguarding and well-being responsibilities are met.
- How the new school will support the collective responsibility to educate Oxfordshire's children and young people, including the school's approach to Fair Access.
- How the school will seek out and share best practice within and beyond the school.
- Enrichment and extended services, for example, breakfast clubs, sports clubs, homework clubs and music/art clubs.
- The school's approach to: PHSE; the Prevent Duty; safeguarding and welfare; and promoting fundamental British values (democracy, the rule of law, individual liberty, mutual respect and tolerance of those with different faiths and beliefs).
- Groups and organisations seen as being key partners, and plans for engagement and joint-working with those partners both during the pre-opening period and after opening.

Section 6: Capacity and Capability

Prospective sponsors should demonstrate:

- Their prior experience of successfully providing the nature of education required in this specification.
- The resources available to support the development of the new school by the opening date.
- Clear evidence of the skills and abilities necessary to set up and then run a school effectively, including: managing school finances; leadership; project management; marketing; human resources; safeguarding; and health and safety.
- How the school would be organised and what the governance arrangements would look like, including a diagram of the proposed structures.

Section 7: Funding and Cost

Under Section 106 of the Town and County Planning Act, 1990, the county council has secured a 2.22ha site and school building, to be designed and constructed by the developer.

The school site will be owned by Oxfordshire County Council, and is expected to be made available to the academy on a 125-year lease, with the usual terms pursuant to the 2010 Academies Act.

The Department for Education will provide a one-off grant payment of £25,000 to the successful sponsor to cover the legal costs incurred in establishing the new free school.

School start-up costs will be provided by the county council to the total of £66,000 for pre-opening costs and £280,000 for post-opening costs, the phasing of these payments being agreed through negotiation between the county council and the successful sponsor.

Section 8: Impact and Equalities Assessment

As prescribed by section 9 of the Academies Act 2010 and section 149 of the Equality Act 2010, the local authority must assess the potential impact of any new school on existing educational provision in the area. The local authority must also consider whether the new school would impact on any groups with protected characteristics.

The provision of a new school in NE Wantage is necessary as the scale of local housing and population growth is expected to generate more pupils than could be accommodated through expansion of existing nearby schools, and a new school in the heart of significant new housing developments is considered to be an important element of community building.

Current pupil forecasts for the Wantage/Grove school planning area (which includes surrounding villages) show that the current combined admissions numbers will only be sufficient to meet the expected demand for Reception places until 2019, with additional capacity becoming required by 2020. This school is therefore planned to open in 2020 to meet the needs emerging from the Kingsgrove development; by 2020 it is also planned to expand Grove CE Primary School to meet the needs of housing growth in Grove. In addition, the new schools on Grove Airfield will provide primary capacity for that development as well as additional secondary school capacity for the whole area.

Taking into account the high level of housing growth in Wantage and Grove the impact of this proposed new primary school is not likely to be significant in the medium to long term. In the short-term, there may be some turbulence in pupil numbers at local schools, as patterns of parental preference shift in reaction to the new provision. However, it is not considered that this would be sufficient to threaten the viability of any existing schools.

The county council has sought to minimise any risks to the existing schools by writing into the school specification that the eventual sponsors will manage school growth in such a way as to not adversely affect existing schools, and will work closely with the existing partnership of schools.

The new school is not expected to have an adverse impact on any groups with protected characteristics.

The new school is expected to have a positive impact on:

- Children and young people: the new school will help to minimise travel distances to school, and increase choice. If sufficient primary school places are not available within the heart of the community this can affect access to out of school activities, social contact with peers, travel patterns and community cohesion.

Section 9: How to Apply to Sponsor this New School

Oxfordshire runs a two-stage application process, first inviting outline expressions of interest from potential sponsors, and then shortlisting up to three applicants to submit a detailed proposal.

Key Dates (subject to change):

- 25 June – 20 July 2018: Expressions of Interest (EoI) invited from potential sponsors.
- July - August 2018: Shortlisting of EoI received, with reference to how well they meet the specification for the school.
- September – October 2018: Shortlisted potential sponsors develop detailed bids for submission by midday on 25 August 2018.
- 19 November 2018 (tbc): Interviews and presentations by shortlisted bidders.
- 13 December 2018 (tbc): OCC Member for Public Health & Education formally approves the county council's choice of preferred sponsor. This is communicated to the Regional Schools Commissioner (RSC).
- February/March 2019: RSC makes the final decision on the sponsor for the new school.
- September 2020: New school opens.

The county council must receive Expressions of Interest by midday on 20 July 2018, and requires one hard copy and one electronic copy of all documentation.

In the first instance, Expressions of Interest should be submitted using the Oxfordshire County Council New School Expressions of Interest Form. The Expressions of Interest and this Specification Document are available to download from <https://www2.oxfordshire.gov.uk/cms/content/new-schools-oxfordshire>

Expressions of Interest will be assessed against the requirements of this specification, and their ability to meet the following broad criteria:

- the quality of the places being added into the system, based on the proposer's vision and educational plan;
- the capability and capacity of the proposer to deliver their proposal to time and on budget, based on their expertise and experience.

Please note: it is essential that by the time of presentation, proposers have achieved DfE approved sponsor status. Without this, their application cannot be considered. Information about this process is available from www.gov.uk/government/collections/academy-sponsorship .

Further information is available from, and Expressions of Interest should be sent to:

Barbara Chillman, Service Manager – Pupil Place Planning
Education Sufficiency & Access
4th Floor
Oxfordshire County Council
County Hall
New Road
Oxford OX1 1ND
Tel: 07554 103418
academies@oxfordshire.gov.uk

CONSULTATION DRAFT

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CABINET MEMBER FOR PUBLIC HEALTH & EDUCATION - 13 JUNE 2018

REPORT ON THE PROPOSED EXTENSION OF AGE RANGE AT KINGHAM PRIMARY SCHOOL

Report by Director for Children's Services

Introduction

1. This report follows a local consultation and publication of a statutory Notice relating to the proposal to extend the age range at Kingham Primary School to include nursery provision. The proposal has been made by the school's Governing Body and is supported by the county council.
2. The school and playgroup carried out a joint informal public consultation with parents / users of both the school and Kingfishers playgroup services. Specifically, this was done through the school's newsletter and on the school website between 9th February – 19th March 2018.
3. The key to this proposal is that the school wishes to provide, as part of its formal offer, early years provision previously delivered by the Kingfishers Playgroup which is currently co-located on the school site. The Playgroup support the proposal and have followed the procedure required in their Constitution to wind up the charity.
4. A Public Notice was published (Annex 1) in the Oxford Mail on 16 April 2018 and on the county council website. The Notice period ran until the 16 April until 14 May 2018. It was accompanied by a Full Proposal document (Annex 2), which was available to read online at the Oxfordshire County Council public website, or by request.
5. The decision-making power in terms of determining the proposal in this case lies with the Cabinet Member for Public Health & Education.

The Proposal

6. The Local Authority, working with the Governing Body of the school, is proposing to alter Kingham Primary School's age range from 4-11 to 2-11, to provide a nursery offering up to 52 part time equivalent funded places.
7. Kingfishers Playgroup, which currently operates on the school site under a lease from the local authority, has voted to close at the end of the summer term 2018. This is due to ongoing pressures in maintaining the voluntary community committee structure, particularly in terms of administrative management and responsibility. The school governors wish to ensure that early years provision continues to be available at the school.

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8. The school will follow the county council's nursery admissions policy and intend to offer places on a flexible basis over three-hour morning and three-hour afternoon sessions every weekday during school term time. Sessions may be taken in any pattern, subject to availability, including a mixture of mornings and afternoons or whole day sessions.
9. The school will offer up to 15 hours a week of nursery provision free of charge, from the term after the child's third birthday. Parents may elect to pay for additional three-hour sessions, subject to availability, at the rate of £15.00 per session, up to a total of 30 hours a week.
10. In line with the Early Years Statutory Framework, the nursery will be led by a qualified teacher with appropriate experience for this age group, supported by at least one Level 3 qualified teaching assistant. The intention is also to provide an additional suitably qualified teaching assistant, subject to requirements.
11. Both Kingham Primary School and Kingfishers Playgroup have Ofsted ratings of "Outstanding" so the extension of the school's age range will help to continue ensure sufficiency and continuity of outstanding quality early years education and childcare for families living in the area.
12. The school will aim to offer a caring nursery environment, providing learning opportunities through high quality play and planned experiences, giving children time to reflect, practice and learn with no sense of failure, encouraging them to develop a positive attitude towards themselves and others, with a strong sense of self-respect.

Effect on other educational institutions

13. There is no predicted negative effect on other local provisions. Early years provision across the Chipping Norton area in general currently meets the needs of the local population and the proposed places replace existing provision offered by Kingfishers Playgroup.
14. The school does not currently intend to continue to admit two-year-olds, but the proposed change in age range would make it possible for the school to do so, if it were to prove practical and viable in the future. However, any funded 2 year olds attending Kingfishers at the time of their closure will be provided a place in the new school nursery class
15. County Council sufficiency assessments indicate low expected demand for funded two-year-old places in the Chipping Norton area as a whole with sufficient funded places offered by alternate providers to meet this expected need. There are 9 provisions within a 5 mile radius of Kingham offering places for funded 2 year olds.
16. Officers now seek formal approval for this proposal from the Cabinet Member for Public Health & Education.

Representations

17. The initial outline proposal was published on 9 February 2018, in a joint consultation letter emailed to all parents of children in the school and the playgroup, posted on the school website and displayed on the official noticeboard in front of the school. This invited responses by 19 March 2018.
18. A total of 14 responses were received, of which 10 were from parents. Three of the responses expressed complete support for the proposal, and the remainder expressed some concerns, reservations or sought clarifications. The main concerns expressed were the planned ratio of staff to children, the hours that would be available, the lack of proposed provision for two-year-olds, and the prospects for existing staff. These concerns were addressed by the school who amended their proposal to further clarify the issues raised.
19. The statutory Notice generated 6 responses. 5 of these supported the proposal to extend to the age range with no further comments, whilst one objected over the lack of proposed provision for two-year-olds.
20. In relation to the concern over lack of provision for two-year-olds raised in both the initial consultation and statutory notice; the school does not currently intend to continue to admit two-year-olds, but the proposed change in age range would make it possible for the school to do so, if it were to prove practical and viable in the future.

Legal background

21. The Education & Inspections Act 2006 and The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 establish the procedures that must be followed when changing the age range of a maintained school.
22. Local authorities also have a duty to have regard to statutory guidance, in this case “Making Prescribed Alterations to Mainstream Schools” published April 2016.
23. The Guidance states that the statutory proposal must contain sufficient information for interested parties to decide whether to support or challenge the proposed change. The proposal should be accessible to all interested parties and should therefore use ‘plain English’. The full proposal must be published on a website (e.g. the school or LA’s website) along with a statement setting out:
 - how copies of the proposal may be obtained;
 - that anybody can object to, or comment on, the proposal;
 - the date that the representation period ends;
 - and the address to which objections or comments should be submitted.
24. A brief notice (including details on how the full proposal can be accessed e.g. the website address) must be published in a local newspaper. Within one week of the date of publication on the website, the proposer must send a copy of the

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proposal and the information set out in the paragraph above to the governing body and any other body or person that the proposer thinks are appropriate.

25. The county council confirms that it has adhered to the relevant legislation and statutory Guidance.
26. Local authorities have a statutory duty to ensure sufficiency of early years and childcare provision, which this expansion would support, in ensuring the continuation of provision which might otherwise be lost.

Consideration of consultation and representation period

27. The decision-maker will need to be satisfied that the appropriate fair and open local consultation and/or representation period has been carried out and that the proposer has fully considered all the responses received. If the proposer has failed to meet the statutory requirements, a proposal may be deemed invalid and therefore should be rejected. The decision-maker must consider ALL the views submitted, including all support for, objections to and comments on the proposal.

Community cohesion

28. Schools have a key part to play in providing opportunities for young people from diverse backgrounds to learn with, from and about each other; by encouraging, through their teaching, an understanding of, and respect for, other cultures, faiths and communities. When considering a proposal, the decision-maker must consider its impact on community cohesion. This will need to be considered on a case-by-case basis, taking account of the community served by the school and the views of different sections within the community.

Financial Implications

29. The nursery will continue to operate within the facility at Kingham Primary School that was specifically designed as an integrated Early Years Foundation Stage Unit. There are therefore no capital costs associated with this proposal.
30. The financial impact on the school is expected be cost neutral. The management of the school expects that there may be some net cost savings as a result of sharing administration, facilities and utilities with the school but these will not be significant as the playgroup previously paid for some expenses on a pro-rata basis.
31. The nursery will operate on a cost-recovery basis. Any budget surplus received, generated or carried over will be used to improve the facilities within the Early Years Foundation Stage Unit at Kingham Primary School and there will be no cross-subsidy of services.

Equality and Inclusion Implications

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32. The decision-maker must have regard to the Public Sector Equality Duty (PSED) of LAs/governing bodies, which requires them to have 'due regard' to the need to:
- eliminate discrimination;
 - advance equality of opportunity; and
 - foster good relations.
33. The Equality Impact Assessment of Oxfordshire's Pupil Place Plan (November 2016 with revised version due for publication November 2017) identified that increasing places at the heart of their communities has a positive impact on equalities through promoting social inclusion and minimising barriers to accessing education. There are not any sex, race or disability discrimination issues that arise from the changes being proposed.

Decision

34. The decision maker has to have regard to 'Guidance for decision makers' April 2016.
35. Decisions must be made within a period of two months of the end of the representation period or they must be referred to the Schools Adjudicator.
36. In considering the proposals for a change of age range, the Cabinet Member can decide to:
- reject the proposals;
 - approve the proposals without modifications; or
 - approve the proposals with such modifications as the local authority think desirable, having consulted the governing body.

RECOMMENDATION

37. **The Cabinet Member for Public Health & Education is RECOMMENDED to approve the proposed change of age range at Kingham Primary School.**

Lucy Butler

Director for Children's Services

Annexes: Annex 1: Public Notice
 Annex 2: Full Proposal document

Contact Officer: Lucy Mills – School Organisation Officer, Education Sufficiency & Access, CEF. Tel: 07586478794

May 2018

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**OXFORDSHIRE
COUNTY COUNCIL**

PUBLIC NOTICE

Proposed Change of Age Range at Kingham Primary School

Notice is given in accordance with The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 that Oxfordshire County Council intends to make a prescribed alteration to Kingham Primary School, Chipping Norton, OX7 6YD from September 2018.

The Local Authority, working with the Governing Body of the school, is proposing to alter Kingham Primary School's age range from 4-11 to 2-11 from 1st September 2018. This change will enable the school to take over and continue the Kingfishers playgroup early years and childcare provision on the site, which is currently run by a committee of community volunteers.

This Notice is an extract from the full proposal, which can be viewed under the Current Consultations listings on the Oxfordshire County Council public website at <http://www.oxfordshire.gov.uk/consultation>. Copies can also be requested by contacting:

Lucy Mills (School Organisation Officer)

Tel: 07586478794 or e-mail: lucy.mills@oxfordshire.gov.uk

Oxfordshire County Council, Education Sufficiency & Access, 4th Floor, County Hall, New Road, Oxford OX1 1ND

Within four weeks from the date of publication of this Notice, any person may object to or make comments on the proposal by sending them to the Local Authority using the online feedback form located on the Oxfordshire County Council website as detailed above, or by email or post to the above addresses.

Signed: Lucy Butler, Director of Children's Services

Publication Date: 16 April 2018

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FULL PROPOSAL

Change of Age Range at Kingham Primary School

Notice is given in accordance with The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 that Oxfordshire County Council intends to make a prescribed alteration to Kingham Primary School, Chipping Norton, OX7 6YD from 1 September 2018.

The proposal

The Local Authority, working with the Governing Body of the school, is proposing to alter Kingham Primary School's age range from 4-11 to 2-11, to provide a nursery offering up to 30 hours of pre-school activities a week, serving up to 52 places, subject to session availability.

This will effectively replace the provision by Kingfishers Playgroup, which currently operates on the same site under a lease from the local authority and is a registered charity run by a committee of community volunteers. The nursery will come under the governance of the school governing body, rather than a committee of community volunteers.

The school nursery will be offered on a flexible basis over three-hour morning and three-hour afternoon sessions every weekday during school term time. Sessions may be taken in any pattern, subject to availability, including a mixture of mornings and afternoons or whole day sessions.

The school will offer up to 15 hours a week of nursery provision free of charge, from the term after the child's third birthday. Parents may elect to pay for additional three-hour sessions, subject to availability, at the rate of £15.00 per session, up to a total of 30 hours a week.

The nursery will be led by a qualified teacher with appropriate experience for this age group, supported by at least one suitably qualified teaching assistant. The intention is also to provide an additional suitably qualified teaching assistant, subject to requirements.

Objectives

This proposal will ensure that pre-school education can continue to be provided in Kingham in a financially sustainable manner. The Kingfishers Playgroup Committee has experienced difficulty in maintaining the necessary management committee of community volunteers, without which the playgroup would need to close.

Both Kingham Primary School and Kingfishers Playgroup have Ofsted ratings of “Outstanding” so the extension of the school’s age range will help to continue ensure sufficiency and continuity of outstanding quality early years education and childcare for families living in the area.

The school will aim to offer a caring nursery environment, providing learning opportunities through high quality play and planned experiences, giving children time to reflect, practice and learn with no sense of failure, encouraging them to develop a positive attitude towards themselves and others, with a strong sense of self-respect.

Effect on other educational institutions

There is no predicted negative effect on other local provisions. Early years provision across the Chipping Norton area as a whole currently meets the needs of the local population.

Project costs and funding

The nursery will continue to operate within the purpose-built facility at Kingham Primary School that was specifically designed as an integrated Early Years Foundation Stage Unit. There are, therefore, no capital costs associated with this proposal.

The financial impact on the school is expected be cost neutral. The management of the school expects that there may be some net cost savings as a result of sharing administration, facilities and utilities with the school but these will not be significant as the playgroup previously paid for some expenses on a pro-rata basis.

The nursery will operate on a cost-recovery basis. Any budget surplus received, generated or carried over will be used to improve the facilities within the Early Years Foundations Stage Unit at Kingham Primary School and there will be no cross-subsidy of services.

Implementation

The change in age range will take formal effect from September 2018.

Any children who were enrolled in the Kingfishers Playgroup on 19 March 2018 will be able to continue in the nursery in Kingham Primary School in the nearest equivalent sessions, or in other sessions on request where available.

Any two-year-olds who were registered as attending Kingfishers on 19 March 2018 will continue to be accommodated under transitional arrangements, with appropriate staffing ratios. The school does not currently intend to continue to admit two-year-olds, but the proposed change in age range would make it possible for the school to do so, if it were to prove practical and viable in the future.

How to respond to this proposal

This full proposal can be viewed under the Current Consultations listings on the Oxfordshire County Council public website at <http://www.oxfordshire.gov.uk/consultation>. Copies can also be requested by contacting:

Lucy Mills (School Organisation Officer)

Oxfordshire County Council, Education Sufficiency & Access, 4th Floor, County Hall, New Road, Oxford OX1 1ND

Tel: 07586478794 or e-mail: lucy.mills@oxfordshire.gov.uk

Any person may object to or make comments (representations) on the proposed expansion by sending them to the Local Authority using the online feedback form located on the Oxfordshire County Council website as detailed above, or by email or post to the above address.

All representations must be received by midnight on 14 May 2018.

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