

Delegated Decisions by Cabinet Member for Schools Improvement

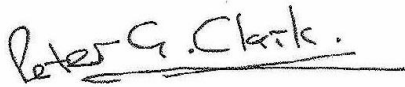
***Tuesday, 1 March 2011 at 12.00 pm
County Hall, New Road, Oxford***

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. Decisions taken will become effective at the end of the working day on Thursday 9 March 2010 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



Peter G. Clark
County Solicitor

February 2011

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

Note: *Date of next meeting: 6 April 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 on the working day 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. **Henley Primary School Provision** (Pages 1 - 18)

Forward Plan Ref: 2011/041 and 2010/105

Contact: Barbara Chillman, Principal Officer – School Organisation and Planning

Tel: (01865) 816459

Report by Director for Children, Young People & Families (**CMDSI4**).

At its meeting on 25 January 2011 Cabinet considered a report on proposals to expand primary school places in Henley. A consultation was carried out in Henley (9 June – 21 July 2010) to gather views on whether Trinity or Badgemore should be expanded permanently. Feasibility studies have been carried out at both schools to assess the accommodation requirements and capital implications for each expansion.

The Governors of Trinity CE Primary School submitted at short notice an alternative, less expensive scheme to that agreed as part of the feasibility study and made representations to Cabinet.

It was agreed to defer decision on this item to either the 1 March 2011 Cabinet Member for Schools Improvement Delegated Decisions meeting or to the next meeting of Cabinet on 15 March 2011, so that further advice could be given by the officers, taking into account consultation with both schools. The outcomes of discussions with both schools are set out in this report to enable a decision on the consultation to be made.

The Cabinet Member for Schools Improvement is RECOMMENDED to either:

- (a) approve the publication of a statutory notice for the expansion of Badgemore Primary School, Henley to 1 form entry, confirming that funds will be made available for the capital costs identified in paragraph 24 above; or***
 - (b) approve the publication of a statutory notice for the expansion of Trinity Primary School, Henley to 2 form entry, confirming that funds will be made available for the capital costs identified in paragraph 23 above.***
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Division(s): Henley North, Henley South

CABINET MEMBER FOR SCHOOL IMPROVEMENT – 1 MARCH 2011

PROPOSAL TO EXPAND PRIMARY SCHOOL PLACES IN HENLEY

Report by Director for Children, Young People & Families

Introduction

1. At its meeting on 25 January 2011 Cabinet considered a report on proposals to expand primary school places in Henley (Annex 1). A consultation was carried out in Henley (9 June – 21 July 2010) to gather views on whether Trinity or Badgemore should be expanded permanently. Feasibility studies have been carried out at both schools to assess the accommodation requirements and capital implications for each expansion.
2. The Governors of Trinity CE Primary School submitted at short notice an alternative, less expensive scheme to that agreed as part of the feasibility study and made representations to Cabinet.
3. It was **AGREED** to defer decision on this item to either the 1 March 2011 Cabinet Member for Schools Improvement Delegated Decisions meeting or to the next meeting of Cabinet on 15 March 2011, so that further advice could be given by the officers, taking into account consultation with both schools. The outcomes of discussions with both schools are set out in this report to enable a decision on the consultation to be made.
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 for which option we should proceed to publication of a statutory notice and representation.

5. Each proposal is considered in detail below and then an executive summary of the advantages and disadvantages of both are shown in tabular form for ease of reference.

Alternative Scheme Put Forward by Trinity CE Primary School

6. The scheme previously agreed with the governors of Trinity CE Primary School conformed with the requirements of the Oxfordshire Primary School Brief, and required 5 classrooms (some replacing temporary classrooms

currently on site) remodelling to enlarge the hall and alterations to the Foundation Stage accommodation. The total cost was estimated at £3.5m.

7. Officers have now considered the issues raised in the 21 January submission from the governors of Trinity School (attached at Annex 2) and their alternative building solution to accommodate expansion of the school to two forms of entry.
8. The school proposal indicated a willingness to continue with the use of the two double temporary classroom units and Foundation Stage accommodation in their existing form. The scheme offers a different design concept for the provision of the hall and related facilities. The architect acting for the school had estimated the cost of provision at £875k.
9. The scheme has been considered under the following headings.
 - Sufficiency of accommodation offered
 - Suitability of accommodation offered
 - Capital cost considerations

Sufficiency

Overall the school scheme provides only 80% of the space standards required by the Primary School Brief as opposed to the 100% compliance of the original proposal.

The scheme will provide the required 12 classbases but will lose the main SEN/withdrawal space currently used by the school, which is used in conjunction with spaces in wide corridors and ad hoc places as available. This would leave the school with a deficit in this type of facility, particularly as there would be additional pupils to support. The Foundation Stage accommodation is of sufficient size overall but the layout is not ideal. Officers agree therefore that there is sufficient space for a 60 place Foundation Stage Unit.

Suitability

Temporary classrooms are not seen as a long term sustainable solution to the provision of these places. Whilst one unit is relatively new, the other was leased in by the school in 1990s and subsequently bought by them in 2004. There will be an ongoing repair and maintenance issue associated with these units and ultimately they will need to be replaced. It is accepted that although the revised scheme shows a hall space of less than that recommended for this size of school this has been offset by the ability to integrate adjacent corridor space to make up such a shortfall.

As stated in the Cabinet Report of January 2011 (Annex 1), in the initial public consultation, 35% of the 63 responses stated that Trinity should grow only if adequate infrastructure is provided.

There are still outstanding issues which would have to be investigated including:

- The effect of providing two larger lifts for the retained split level hall/kitchen servery (because of the right angle turn and refuge space) on circulation and queuing space for the servery is a concern.
- The movement of children with hot meals down steps is not improved and number of children is increased.
- Height of hall structure may increase the risk of neighbour objections.
- Potential for service vehicles to turn will need to be assessed and could result in loss of car parking spaces on a congested site.
- Fire escape from hall will lead to retaining walls and steps plus refuge places.

Capital cost considerations

The costs of both the OCC and school schemes have been assessed on a comparable basis and generates a notional figure of £904k for the school solution and £1.423k for hall element of the original feasibility study version. If it is accepted that the compromise in space standards against the Primary School brief is acceptable, officers are satisfied that the original feasibility study scheme could also be modified to gain better value through retention of the existing hall and achieve a comparable cost. This could offset some, but not all, of the outstanding issues listed above.

10. Other issues raised by the Governors for consideration by the Cabinet were the effect on revenue finances of the school of managing two 'bulge' years through the school; oversubscription of places at the school, with possible future housing development; and the overall provision of Church of England places in Henley.
11. Revenue considerations: The school has admitted in excess of the published admission number of 45 for two years at the request of the County Council. It has necessitated the creation of two additional classes to offer effective organisation of classes. This has been the case for a number of schools across the county in this time of increased basic need for places. An additional allocation was made to schools to ensure schools were not penalised financially for employing additional members of staff to accommodate this within an existing financial year. As with these other schools there would be organisational challenges to manage these 'bulge' groups through the school.
12. Oversubscription: By May 2010 Trinity CE Primary School had received 56 first preference applications for F1 places in September 2010, against its current admission number of 45.
13. Diversity of Provision: Provision of places in the Henley partnership by type is shown below. There were no representations received as part of the consultation relating to diversity of provision in Henley.

School	Type of Provision	Published Admission Number
Trinity CE	CE controlled	45
Shiplake CE (A)	CE Aided	28
Sacred Heart RC(A)	RC Aided	30
Valley Road	Community	30
Badgemore	Community	15

Alternative Proposal from Badgemore Primary School

14. The scheme previously agreed with the governors of Badgemore Primary School conformed with the requirements of the Oxfordshire Primary School Brief, and required an additional classroom, a new hall, internal remodelling and additions to ancillary spaces. The total cost has been estimated at £1.724m.
15. Following the last Cabinet meeting the governors of Badgemore Primary School were also invited to respond to the issues raised at the Cabinet meeting on 25 January 2011. A letter was subsequently received and is attached at Annex 3. It sets out a willingness to reduce the proposed scheme by using existing SEN/withdrawal space as a staff room to reduce the overall footprint of new build on the site. The layout of space means the withdrawal function could be continued elsewhere in the school. The scheme has already reduced non-essential facilities and can only be provided as permanent build as a temporary solution is not feasible on this site. The slightly revised cost is £1,664k.
16. Other issues raised by the Governors for consideration by the Cabinet were the recent improvements at the school which were recognised by Ofsted (the latest Ofsteds at both schools have judged them as “good”; financial constraints and challenges of small schools; proximity to areas identified for housing and mixed use development; opportunities to enhance educational experience at the school.

Summary of advantages and disadvantages associated with each proposal

School	Advantages	Disadvantages
Trinity CE Primary School	<p>Potential capital outlay now reduced to £904k.</p> <p>School of parental choice in this part of Henley.</p> <p>Classes can benefit from single year group classes.</p>	<p>Temporary accommodation left on site will need eventual replacement either with further temporary unit or permanent build. One unit is relatively new, the other was leased by school Governors in 1990s and bought in 2004.</p>

		<p>Loss of SEN/withdrawal space.</p> <p>Maintaining different levels to hall provision will mean pupils continue to climb stairs to servery and carry food back to the eating area. There would be up to 105 more pupils using this area.</p> <p>If Trinity CE Primary school is expanded to two forms of entry at this stage it is likely that school will attract the full 60 pupils per year and Badgemore Primary will once more revert to intakes well below 15 pupils per year which is unsustainable economically.</p> <p>Badgemore Primary could become so unsustainable it would not be able to remain open. This would mean that there would be insufficient places in Henley to meet demand but no prospect of further expansion of any other school in the town to accommodate it.</p>
<p>Badgemore Primary School</p>	<p>Solution is entirely in permanent build as it is not feasible to put temporary accommodation on this site. There should be no need to replace this accommodation in the foreseeable future.</p> <p>New accommodation will be fully accessible.</p> <p>Classes can benefit from single year group classes.</p> <p>School has improved long term sustainability and</p>	<p>Overall capital outlay is in excess of that of the alternative Trinity scheme.</p>

	<p>opportunity to build on recent rising of educational standards.</p> <p>If pupil numbers within Henley continue to grow, the option of extending Trinity as well in the future is retained.</p>	
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Consultation

17. During the Stage 1 consultation phase (9 June – 21 July 2010) a meeting was held at Gillotts School for parents, governors and local residents to discuss the options for growth with a County Council School Organisation officer.
18. A consultation document was sent to parents of children at all the schools in the Henley partnership, as well as to: early years providers; local county and district councillors; the local library; the Catholic and Anglican dioceses; and other interested parties as represented on the OCC School Organisation Stakeholder Group. It was also available on the OCC website. 63 written responses were received, mostly from parents of children at one of the Henley schools – the highest response rate (44% of responses) was from parents of children at Trinity Primary School.
19. No major objections to the expansion of either school were received, although a few respondents felt that Trinity was already a large school, and raised some concern about further growth, including loss of playground to new buildings and increased traffic.

Making a Decision

20. 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”). 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 9th June until 21st July 2010, thereby meeting the four week minimum requirement.
21. 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 interested parties that are required to be consulted

with under the Prescribed Alterations Regulations. The consultation was carried out in accordance with the Prescribed Alterations Regulations.

22. A decision is now required as to which expansion option to publish formal proposals for. If approved, a statutory notice would be published, followed by a formal representation 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.

Financial and Staff Implications

23. The estimated capital costs, if the new classroom block and remodelled FS area are omitted, for expanding Trinity CE Primary School are as follows:

Phased building works	Estimated costs (£m)
New Hall Studio and refurbishment	0.904
Total	0.904

The school would reach full capacity as a two form entry school in 2016.

24. The estimated capital costs for expanding Badgemore Primary School are as follows:

Phased building works	Estimated costs (£m)
New Foundation stage classroom	0.300
New hall, kitchen, ancillary offices and internal remodel to provide two additional classrooms, remodel car park.	1.364
Total	1.664

25. Initially if the school admits a foundation year of 30 the first additional class space will be required the next academic year (earliest September 2012). After that the next additional space would need to be provided two years after this. Expansion of this school to the standard one form entry model would support educational delivery, attainment and school improvement in a school which has clearly already raised its standards.
26. Approximately £120k has been secured in developer contributions to infrastructure which could be used for either scheme.
27. Publication of a statutory proposal to expand either school requires confirmation from the local authority that funds will be made available for the necessary capital costs.
28. A further paper for decision will follow the statutory process, as normal where capital works are required and subject to the capital policies and processes laid down.

RECOMMENDATION

29. **The Cabinet Member for Schools Improvement is RECOMMENDED to either:**
- (a) approve the publication of a statutory notice for the expansion of Badgemore Primary School, Henley to 1 form entry, confirming that funds will be made available for the capital costs identified in paragraph 24 above; or**
 - (b) approve the publication of a statutory notice for the expansion of Trinity Primary School, Henley to 2 form entry, confirming that funds will be made available for the capital costs identified in paragraph 23 above.**

MEERA SPILLETT
Director for Children, Young People & Families

Background Papers: Nil

Contact Officer: Allyson Milward, Service Manager School Organisation,
Commissioning, Performance and Quality Assurance,
Tel: 01865 816447

February 2011

Division(s): Henley North, Henley South

CABINET – 25 JANUARY 2011**PROPOSAL TO EXPAND PRIMARY SCHOOL PLACES IN HENLEY****Report by Director for Children, Young People & Families****Introduction**

1. Henley currently has 4 state primary schools, with another primary school just outside the town in Shiplake. The number of 4-year-olds needing school places has risen over the last few years, and is forecast to peak in 2012 before again falling. This has led to increasing pressure on primary school places across the town.
2. In September 2009 a shortage of places was met by Trinity CE Primary School agreeing to admit 60 children instead of 45.
3. For September 2010 the four primary schools within Henley town received 144 first preference applications by the application deadline, for 119 reception places. To accommodate all the children seeking places, Trinity CE Primary School agreed to admit 50 pupils instead of 45, and Badgemore Community Primary School agreed to admit up to 40 instead of 15, creating a total of 149 places. As is commonly observed, the number of initial applications and allocations exceeded the number of children who took up places in state schools. At the October pupil census, the four Henley town schools shared 122 F1 children, with 50 at Trinity and 13 at Badgemore.
4. A consultation was carried out in Henley (9 June – 21 July 2010) to gather views on whether Trinity or Badgemore should be expanded permanently. Feasibility studies have been carried out at both schools to assess the accommodation requirements and capital implications for each expansion.
5. 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 for which option we should proceed to publication of a statutory notice and representation.

The need for extra primary school places in Henley

6. On current data, it is believed that an additional 15 places per year (0.5 forms of entry) within the town would allow allocations to be made to all applicants, and thus enable OCC to meet its statutory duty.
7. However, restricting the expansion to an additional 15 places would leave the town very close to, or at, full capacity. There is a risk that small fluctuations in demand would not be able to be accommodated within the town. It is OCC policy to aim to maintain 12% spare capacity across rural areas to allow for fluctuations in population and parental choice. To maintain this level of spare capacity across the Henley partnership would require an increase of approximately 25 places.
8. The South Oxfordshire District Council core strategy (proposed submission version currently under final consultation) allocates 400 homes to Henley, but does not identify any sites – these will be identified in the Site Allocation DPDs. It indicates an expected timescale of post-2017. This level of housing could be expected to increase demand for primary schools places equivalent to approximately 0.5 forms of entry. Henley, Wallingford and Thame will also share 560 homes on unallocated sites post 2017.
9. Based on this, there is an urgent and essential basic need for an additional 15 places per year group. While an additional 30 places may be desirable to allow for fluctuations in population and parental choice, as the allocation of housing growth will not occur until after 2017, sustained demand for expansion on this higher scale is not confirmed at this stage.

The Options

10. Two alternative ways have been identified to increase the number of primary school places in Henley quickly enough to meet the current rise in numbers:
 - Expand Badgemore Community Primary School from 0.5 form entry to 1 form entry. This means an increase in its admission number from 15 to 30.
 - Expand Trinity CE Primary School from 1.5 form entry to 2 form entry. This means an increase in its admission number from 45 to 60.
11. In the short term, one of these expansions is expected to be sufficient. In the longer term, should all the possible housing growth be achieved, both expansions could then be required if the other current demographic pressures continue.
12. At Badgemore this would require an additional classroom, a new hall, internal remodelling and additions to ancillary spaces. The total cost has been estimated at £1.7m. Expansion of this school to the standard one form entry model would support educational delivery, attainment and school improvement in a school which has clearly already raised its standards.
13. At Trinity this would require 5 classrooms (some replacing temporary classrooms currently on site) and remodelling to enlarge the hall. The total cost has been estimated at £3.5m. Expansion of this school would be in line with the current pattern of parental preference. Trinity is clearly the school

which receives more parental preferences at the moment. However, the demand for places is finely balanced and if demand levels off in future the impact of an expansion of this school will need to be balanced with the likely detrimental impact on Badgemore and its long term sustainability.

14. The latest Ofsted inspections at both schools judged provision to be good.

Consultation

15. During the Stage 1 consultation phase (9 June – 21 July 2010) a meeting was held at Gillotts School for parents, governors and local residents to discuss the options for growth with a County Council School Organisation officer.
16. A consultation document (Annex 1) was sent to parents of children at all the schools in the Henley partnership, as well as to: early years providers; local county and district councillors; the local library; the Catholic and Anglican dioceses; and other interested parties as represented on the OCC School Organisation Stakeholder Group. It was also available on the OCC website. 63 written responses were received, mostly from parents of children at one of the Henley schools – the highest response rate (44% of responses) was from parents of children at Trinity Primary School.
17. No major objections to the expansion of either school were received, although a few respondents felt that Trinity was already a large school, and raised some concern about further growth, including loss of playground to new buildings and increased traffic.
18. 16% of respondents stated that, although they thought Badgemore was a good school, it had a poor image locally and needed to improve its reputation. It was suggested that a larger Badgemore might encourage parents to view it equally to the other schools, and would provide a better balance of schools across the town (Badgemore is the only school smaller than 1 form entry).
19. 35% of respondents said that Trinity should grow only if adequate infrastructure is provided. It was stated that, as Trinity is the more popular of the two schools, expanding Trinity would allow more parents to get their first choice. There was also a suggestion that Trinity's more central location meant it was better located for community access.
20. The consultation also asked for views on whether a longer term option of including a primary school within the Gillotts site should be pursued. 30% of respondents identified advantages in this, and 43% identified disadvantages.

Making a Decision

21. 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"). 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 9th June until 21st July 2010, thereby meeting the four week minimum requirement.

22. 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 interested parties that are required to be consulted with under the Prescribed Alterations Regulations. The consultation was carried out in accordance with the Prescribed Alterations Regulations.
23. A decision is now required as to which expansion option to publish formal proposals for. If approved, a statutory notice would be published, followed by a formal representation 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.

Financial and Staff Implications

24. The estimated capital costs for expanding Trinity CE Primary School are as follows:

Phased building works	Estimated costs (£m)
New Hall Studio and refurbishment	1.674
New 5 classroom block	1.855
Remodel FS area	0.200
Total	3.529

The first priority would be to ensure the hall refurbishment which would improve circulation through the school and make the existing space fully usable to larger number of pupils. A new double temporary classroom was installed on the site this summer to add capacity in the short term. It is adjacent to an older double temporary classroom already on site. This would give some additional time before more classrooms will be needed on a permanent basis if the school were admitting 60 in each year group but will ultimately be required in full by September 2014. There is no further scope for additional temporary classrooms on site. The last phase is the least vital in ensuring the school can manage with year groups of this size.

25. The estimated capital costs for expanding Badgemore Primary School are as follows:

Phased building works	Estimated costs (£m)
New Foundation stage classroom	0.300
New hall, kitchen, ancillary offices and internal remodel to provide two additional classrooms, remodel car park.	1.424
Total	1.724

Initially if the school admits a foundation year of 30 the first additional class space will be required the next academic year (earliest September 2012). After that the additional space will need to be provided two years after this. Expansion of this school to the standard one form entry model would support educational delivery, attainment and school improvement in a school which has clearly already raised its standards.

26. Publication of a statutory proposal to expand either school requires confirmation from the local authority that funds will be made available for the necessary capital costs.
27. A further paper for decision will follow the statutory process, as normal where capital works are required and subject to the capital policies and processes laid down.

RECOMMENDATIONS

28. **The Cabinet is RECOMMENDED to either:**
- (a) **approve the publication of a statutory notice for the expansion of Badgemore Primary School, Henley to 1 form entry, confirming that funds will be made available for the capital costs identified in paragraph 25 above; or**
 - (b) **approve the publication of a statutory notice for the expansion of Trinity Primary School, Henley to 2 form entry, confirming that funds will be made available for the capital costs identified in paragraph 24 above.**

MEERA SPILLET
 Director for Children, Young People & Families

Background Papers:

Contact Officer: Barbara Chillman, Principal Officer School Organisation, Commissioning, Performance and Quality Assurance, Tel: 01865 816453

January 2011

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 (9 June – 21 July 2010), and attendance at public meeting (5 July 2010). The governing bodies of Trinity School and Badgemore School approved the briefs for feasibility studies into the building requirements for expansion.
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.	Families and staff at all 5 partnership primary schools and secondary school consulted through distribution of consultation leaflets (to families via children) (9 June – 21 July 2010), and attendance at public meeting (5 July 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 (9 June – 21 July 2010). Local early years providers sent consultation leaflets.
Families of any pupils at any other school that may be affected.	Consulted through online consultation and attendance at public meeting (5 July 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.	Teaching unions consulted via COTO representation at Primary Capital Board, which considered the proposals in September and November 2010. Unison consulted through emailed consultation leaflet.
(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 distribution of consultation leaflets (9 June – 21 July 2010).
The trustees of the school (if any).	n/a

CMDSI4

(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 online consultation, and SODC 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.

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Expansion of Primary Schooling Provision in Henley

Submission of Trinity C of E Primary School Governing Body

There are a number of additional issues concerning the case for Trinity, which the Governing body believes are material and submit for consideration by councillors:

- Trinity is committed to 2FE as a stated strategy for the school . We have worked with the admissions team to accommodate rising pupil numbers over the last two years (currently 60 pupils in year 1 and 52 in our reception year). We accepted these additional children in order to demonstrate our commitment to 2FE, in spite of serious concerns over lack of space: our *current* hall provision is 30% below the minimum recommendations for 1.5FE, and 40% below that for 2FE.
- We worked with the OCC / Mouchel team to develop the feasibility scheme which features some very good ideas. The scheme is good, but is complex and expensive.
- We actually believe that Trinity could become a fully-functioning 2FE facility for substantially less than the stated £3.5m, by both amending the design and substantially reducing the scope. Following a sketch scheme prepared by our school governor, Ben Marston, who is an architect specialising in school design, (details attached) we suggest that the cost of expanding to 2FE would be in the region of £800-£900k and therefore
 - **£875k is a realistic direct cost of expanding to 2FE.**
 - New Hall: The redesigned scheme would involve expansion of the school hall/studio/storage/staffroom space in a simpler way than the feasibility scheme; importantly retaining the existing hall and expanding the space, rather than demolishing and rebuilding it with a raised floor level and roof as the feasibility scheme proposed. A new hall space would simply be built alongside the existing building.
 - Modular/Temporary Classrooms Retained: The suggested £1.85m to build a new 5 classroom block, replacing 4 current temporary classrooms is not a cost directly attributable to expanding to 2FE. Whilst building permanent classrooms is highly desirable and would address the long-standing issue that 23% of our classrooms (90 pupils) are in temporary buildings, the school can operate at 2FE with the current provision.
- If we are not expanded permanently, we would be very adversely affected financially and organisationally for the next few years as we manage two “oversized” year groups moving through the school. As a high-performing school we are very fearful that we will consequentially be forced to make cuts which will have a detrimental impact on pupil outcomes and standards.
- Capacity at Trinity is already insufficient to meet parental preferences from within its’ catchment. Additionally, 3 of the 4 sites available for housing development in Henley are on the Trinity side of the town, which the school will be expected to serve. A decision not to expand Trinity will force

larger numbers of young families to travel unreasonable distances across the centre of the town, forcing families into cars and exacerbating existing traffic circulation issues in Henley town centre.

- We are the only Church of England school in Henley and know that this is an important factor and preference for many parents in selecting a primary school.
- Expanding Trinity will mean building upon the success of a very high-performing, over-subscribed and centrally-located school that has already demonstrated a commitment and intention towards 2FE.

Oxfordshire County Council

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2 February 2011

To: Councillor M. Waine
Cc: Councillor K. Mitchell
Councillor D. Nimmo-Smith
Councillor P. Skolar
Allyson Milward
Barbara Chillman
Roy Leach

Dear Councillor Waine

Re: Expansion of Primary School Provision in Henley

I understand that the decision concerning the proposed expansion of primary school places in Henley has been deferred in order for alternative suggestions to be explored. I am writing in support of the proposals for Badgemore Primary School.

As Chair of Governors at Badgemore, I would like to say how much we have appreciated the way the County team have worked closely with the school during the consultation period. Badgemore prides itself on having small class sizes which are accommodated in bright, spacious rooms, set in beautiful surroundings. The team has listened to the views of the whole school and has ensured, through a due diligence exercise, that the plan being put forward is feasible, sustainable and robust, providing permanent buildings that do not compromise the quality of education delivered. The feeling of spaciousness is retained yet there is little impact on the surrounding playgrounds and field space enabling our diverse play and outside learning area to be retained.

Badgemore is not the first school of choice in Henley. For many years it has struggled to overcome a perceived poor reputation in the town. Our recent successful Ofsted inspection was to provide a springboard to future development and the school vision is now centred on aiming for excellence. The report commented on the outstanding behaviour of pupils, care, guidance and support for the children and safeguarding procedures. In particular it spoke about the great improvements, especially in the Early Years Foundation Stage, where provision and children's achievement are outstanding. "The school has good capacity to maintain its brisk pace of improvement."



You will be aware of the financial constraints which have always been faced by small schools and Badgemore is no exception. In 2007 we took the brave step to separate our Foundation Stage from a mixed FS/Year 1/Year2 class. This had an immediate positive impact, and is now paying dividends educationally as those children progress through the school. We feel that, should we not be successful in securing the proposed expansion, we will have to make some extremely difficult decisions about future staffing levels which will undoubtedly have a negative impact on the education of our children. Should the school then become unsustainable, there would need to be further provision made within Henley to absorb surplus children from Badgemore.


Badgemore is the closest primary school to the areas within Henley identified for housing and mixed use development in the South Oxfordshire District Councils local development plan (Townlands Hospital and Market Place Mews). This crucially places the school the “right” side of Gravel Hill and Greys Road, roads which Better Ways to School have already identified as problems due to the lack of crossings. Expansion of Badgemore would help alleviate some of the issues encountered with crossing these main roads, whilst at the same time retaining a balance of the overall landscape of educational provision within Henley.

We feel strongly that the expansion of our school will, at last, give us the opportunity to bat on a level playing field with the other schools in Henley. With such small and fluctuating cohorts, at present each child could be worth anything from 6 to 14% in the school league tables, which bears no comparison to the 3% in a class of 30 – the case for other single form entry schools. We find it extremely difficult to compete in sporting activities, and end up taking whole classes regardless of ability, to make up the numbers. Nevertheless, we hold our heads up high and have been praised for our sportsmanship and perseverance.

As stated in the papers presented to cabinet on 25th January, “the impact of an expansion of (Trinity) will need to be balanced with the likely detrimental impact on Badgemore and its long term sustainability”. “Expansion of this school (Badgemore) to the standard one form entry model would support educational delivery, attainment and school improvement in a school which has clearly already raised its standards”.

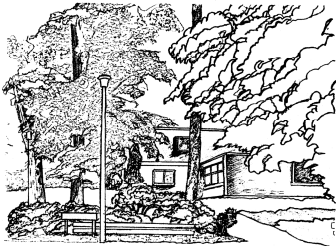
We are very happy to continue to work alongside the consultation team, and have already submitted some suggestions that might further reduce the cost of our proposed expansion, but we do not wish to compromise the standard of our buildings in doing so, nor the educational impact on our children.

Yours sincerely,



Simon Smith
Chair of Governors
Badgemore Primary School





TRINITY C. E. PRIMARY SCHOOL

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To Councillor M. Waine

CC Councillor Keith Mitchell
Counillor David Nimmo-Smith
Councillor Peter Skolar
Meera Spillet
Allyson Milward
Roy Leach

21st February, 2011

Dear Councillor Waine,

Re: Expansion of Primary School Provision in Henley

Our governing body has read the report prepared by Meera Spillet and the letter from Simon Smith, Badgemore's Chair of Governors. I am writing to further support and explain the position of Trinity's governing body

I would like to acknowledge that Badgemore is one of Trinity's partnership schools and that we have great respect and a very good working relationship with the staff there. We find ourselves in a very uncomfortable and regrettable position in which we are pitched against them to secure expansion and move the vision for our respective schools forward. Both schools have a strong desire and capacity to improve and we would each benefit organisationally and financially from expansion. It cannot be that any one school is more deserving in this respect than the other.

We too were very pleased with the way that we were consulted in the development of the initial scheme for Trinity. That scope and scale of those plans addressed all of the existing deficiencies at our school, as well as giving us additional capacity. Unfortunately we did not have any visibility of the cost of that scheme until early January and so our architect-governor had only a few days to develop the principles for the lower-cost scheme which we then submitted. We accept that it may lack final detail in some areas, but are delighted that OCC staff agree that it is broadly workable and within the cost parameters that we suggested. We are confident that these lower cost plans for expanding our school hall will not compromise standards and must point out that since the scheme includes a school hall with sliding partition walls, it would give us flexible SEN withdrawal space and does not result in the loss of any playground space. We are confident that our revised scheme is a realistic and achievable solution that would enhance school life for over 400 children, whilst also maximizing value for public money.

Trinity is already two years into the 2FE transition which is at the heart of our strategic vision for the school as we strive towards an Outstanding Ofsted rating. A decision not to expand the school more permanently would now be a retrograde step, forcing us into significant difficulty for many years to come. As the report states, we

did receive additional “one off” funding (twice) to help us support the cost of creating a new class/teaching post in KS1 for our current year 1 cohort of 60, and the year behind them which is currently 54 children. This funding will apparently not continue, and as this cohort moves into Key Stage 2 in 2012 we will be forced to run 3 mixed age- classes of 35 pupils unless we see additional revenue coming into the school via larger pupil numbers in the year groups behind them. It is impossible to see how running classes of this size will not lead to falls in standards of educational delivery, safeguarding and attainment, an unbearable prospect at a school which prides itself on consistently high standards in all of these areas. We would be failing in our duties as governors if we did not do everything in our power to protect the staff and children at Trinity from such an eventuality.

We are concerned about the implicit assumption in the report that an expanded Trinity might lead to the closure of Badgemore which we feel is a rather over-simplistic hypothesis. The well-deserved recent good Ofsted inspection at Badgemore is already proving to be a springboard for growth as they have welcomed their largest Foundation Stage cohort into the school for many years. Other highly relevant issues could have a significant impact on demand for primary school places at both schools:

- a much talked about and overdue review of school catchment boundaries in Henley, many of which are historic and no longer make sense given the way that the town has evolved.
- the possible closure of any of the smaller local village schools (there are three more half-form entry schools within a three mile radius of Henley)
- new housing development in the town. Each school appears to have different information, but our latest information (map attached) clearly shows that the vast majority is within Trinity’s catchment area on the south side of town

Trinity has delivered consistently high standards of attainment for many years despite the acknowledged existence of a number of deficiencies in terms of provision, most notably our hall, but also the much-referenced temporary classrooms. By expanding our school the county will simultaneously fulfill two objectives:

- increase the basic need for primary school places in the town
- improve space provision to meet national guidelines (for 1.5 and 2FE), improving educational delivery for over 400 children.

If our school is not expanded, these deficiencies will remain and will leave 334 children in facilities which do not meet national standards. **At a time when capital budgets are being severely cut, and public sector spending is under real scrutiny, the double-benefit and lower cost of our scheme must surely be a prime consideration.**

We remain at your disposal to clarify any of these points in further detail.

Yours Sincerely,

Jo Edmondson
Chair of Governors, Trinity CE Primary School