



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

***Monday, 14 December 2015 at 12.00 pm
County Hall, Oxford***

Items for Decision

The items for decision under individual Cabinet Members' delegated powers are listed overleaf, with indicative timings, and the related reports are attached. Decisions taken will become effective at the end of the working day on 22 December 2015 unless called in by that date for review by the appropriate Scrutiny Committee.

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

These proceedings are open to the public

A handwritten signature in black ink that reads "Peter G. Clark".

Peter G. Clark
Head of Paid Service

December 2015

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

Note: Date of next meeting: 18 January 2016

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. **Proposed Expansion of Christopher Rawlins CE(VA) Primary School, Adderbury (Pages 1 - 12)**

Forward Plan Ref: 2015/069

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

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

This is a school-led proposal from the Governing Body of Christopher Rawlins CE (VA) Primary School to increase the formal published admission number from 30 to 45, on a permanent basis starting from September 2017. This will eventually increase the school's total capacity from its current 210 places in year groups Reception – Year 6 to a maximum of 315.

The objective of the proposal is to provide sufficient primary school places for Adderbury village and its surrounding area, enabling the Local Authority to meet its statutory duty in this regard. The school has been working closely with the council and Oxford Diocese in preparing its proposal and a feasibility report is well advanced.

In September 2015, not all in-catchment children who wanted a Reception place at the school were able to be offered one, and Cherwell District Council's Local Plan indicates that Adderbury is considered a sustainable location for further housing growth. School Organisation and Planning officers have identified that half a form of

entry additional primary school capacity will be required in the area.

The decision on this proposal lies with the Governing Body, which has decided following a public consultation to proceed with expansion. They now seek formal support from Cabinet Member for Children, Education & Families to cement the joint working already taking place on this proposal.

The Cabinet Member is RECOMMENDED to support the proposed expansion of Christopher Rawlins CE (VA) Primary School.

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Division: Bloxham & Easington. Also of interest to Deddington, Wroxton & Hook Norton

CABINET MEMBER FOR CHILDREN, EDUCATION & FAMILIES 14 DECEMBER 2015

REPORT ON THE PROPOSED EXPANSION OF CHRISTOPHER RAWLINS CE (VA) PRIMARY SCHOOL, ADDERBURY

Report by Director for Children's Services

Introduction

1. This report follows a public consultation period relating to the governing body's proposal to expand Christopher Rawlins CE (VA) Primary School in Adderbury. The proposal has been supported by Oxfordshire County Council officers working together with Oxford Diocese, and a feasibility report on the proposed physical expansion is well advanced.
2. The school's public consultation ran from 28 September 2015 – 8 November 2015. The consultation leaflet is attached at Annex 1 and was circulated to all parents/carers of pupils at the school, appropriate county council teams, District, Council and Parish councillors, the local library and others. It was also available on the county council consultations webpages through its "current consultations" listing.
3. The consultation leaflet contains the detailed reasoning behind the school's proposals, and council officers' support of it, therefore this is not duplicated in this report, being set out in Annex 1. The key information to note is that council officers have identified that an additional half form of entry in primary school capacity is now required in the area.
4. The decision-making power in terms of determining the proposal in this case lies with the Governing Body of Christopher Rawlins CE (VA) Primary School, as this is a school-led proposal, supported by Oxfordshire County Council and Oxford Diocese, to meet identified need. Following completion of the consultation, the governors have made their decision to proceed with expansion, but now seek formal support for this from the Cabinet Member for Children, Education & Families.

The Plan

5. The governors' decision is to proceed to expand the school from 1fe to 1.5fe (from a Planned Admission Number of 30 to one of 45) from September 2017. This is to meet demand for primary pupil places both in Adderbury and the immediate surrounding area. Detail on this demand is contained in Annex 1. A key point to note is that Adderbury is identified in Cherwell District Council's Local Plan as a sustainable location for further housing growth.

6. The Governing Body of Christopher Rawlins CE (VA) Primary School wants to be able to meet the needs of the local community. There has been a steady increase in demand for primary school places in this part of Oxfordshire: the school now has very few spare places, and is completely full in most year groups. For September 2015, there were more applications from children living in the school's designated area than the number of Reception places the school could offer.
7. The Governing Body has written a formal statement of its decision following its public consultation, and this is attached at Annex 2. The governors now seek formal support for its decision from Oxfordshire County Council through the Cabinet Member for Children, Education & Families, to further cement the joint working that is already taking place.

Representations

8. The public consultation generated 6 responses. 5 supported the proposals while 1 was neutral.
9. The main reasons given for support were:
 - Need for more primary pupil places in the village of Adderbury.
 - Christopher Rawlins CE (VA) Primary School is a good school, and more children should have access to the education it provides.

Legal background

10. The expansion of a maintained school is subject to the "*Guidance*", as set out in "*School Organisation: Maintained Schools. Guidance for proposers and decision-makers*" published January 2014. Governing Bodies of all mainstream schools can decide to expand their school without following a formal statutory process.
11. The Guidance states that before implementing any changes governing bodies should ensure that;
 - they have secured any necessary capital funding;
 - they have identified suitable accommodation and sites;
 - they have secured planning permission and/or agreement on the transfer of land where necessary;
 - they have the consent of the site trustees or other land owner where the land is not owned by the governing body;
 - they have consent of the relevant religious authority (as required); and
 - the admissions authority is content for the published admissions number (PAN) to be changed where this forms part of expansion plans, in accordance with the School Admissions Code. [Note that as a Voluntary Aided school, Christopher Rawlins is its own admissions authority but is part of the council's co-ordinated admissions scheme].
12. Governing Bodies are required to adhere to the usual principles of public law: they must act rationally; they must take into account all relevant

considerations; and they must follow a fair procedure. The DfE expects that governing bodies will:

- liaise with the local authority and trustees/diocese to ensure that where possible a proposal is aligned with wider place planning/organisational arrangements, and that any necessary consents have been gained; and
- ensure effective consultation with parents and other interested parties to gauge demand for their proposed changes and to provide them with sufficient opportunity to give their views.

13. Local authorities have a duty to ensure sufficiency of school places.
14. **The effect on standards, school improvement and diversity.** The government aims to create a dynamic system shaped by parents that delivers excellence and equality, closing weak schools, encouraging new providers and popular schools to expand. In considering whether to formally support the governors' decision, the Cabinet Member should be satisfied that the proposals will contribute to raising local standards of provision and improved attainment and consider the impact on choice and diversity. She should pay particular attention to the effect on groups that tend to under-perform including children from certain ethnic minorities and deprived backgrounds. The decision-maker should consider how the proposals will help deliver the 'Every Child Matters' principles.
15. **School characteristics.** The Cabinet Member should consider whether there are any sex, race or disability discrimination issues that arise and whether there is supporting evidence to support the extension and take into account the existence of capacity elsewhere. She needs to consider the accessibility of the provision for disadvantaged groups as the provision should not unduly extend journey times or cost.
16. **Need for places.** The Cabinet Member should consider whether there is a need for the expansion and should consider the evidence presented for the expansion. There is a strong presumption that proposals to expand popular and successful schools should be approved. If surplus capacity exists in neighbouring schools she should ask how it is planned to tackle any consequences for other schools.
17. **Funding and land.** The Cabinet Member should be satisfied that any land, premises and capital required to implement the proposals will be available.

Financial and Staff Implications

18. The physical expansion of Christopher Rawlins CE (VA) Primary School would be funded using money the council has secured and expects to secure from housing developers, to mitigate the impact of new housing in the local area (known as Section 106 contributions). The Oxford Diocese has been working with the school and Oxfordshire County Council officers on a feasibility study to identify how the physical expansion of the school can be achieved on site.
19. The accommodation requirements will be delivered by the county council. In accordance with OCC Capital Governance requirements this will be the



Consultation on a proposal to expand Christopher Rawlins CE (VA) Primary School

28 September 2015 – 8 November 2015

Christopher Rawlins Church of England (VA) Primary School is located in the village of Adderbury in Cherwell District, the school is part of the Bloxham area partnership of schools. The school is a 1 form entry primary school with a Published Admission Number of 30 (i.e. the school admits up to 30 children each year in to the reception class). The school was inspected by Ofsted on 18 September 2014 and was graded Good.

The total number of children on roll at the start of September 2015 academic year was 223 (including the Nursery children) as shown below:

Year Group:	Nursery	Reception	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Number of Pupils:	17	30	30	30	30	30	26	30

What is being proposed?

Expansion

The Diocese of Oxford and Governing Body of the school, supported by Oxfordshire County Council, propose to increase the school's Published Admission Number (PAN) in September 2017 from 30 to 45. This means that each year group that starts at the school from September 2017 onward would consist of up to 45 places, making a maximum total of 315 pupils across the whole school eventually.

The year groups already in the school pre-expansion would be expected to stay at 30 in size as they move through the school, so classes of children already at the school would not need to be reorganised. The school's total numbers would grow gradually each year as 45 children are admitted into the Reception class, allowing the school to adjust to the larger size. However, should housing development lead to large numbers of older primary children moving into the village and needing school places, the school will review whether it is able to expand the older year groups as well.

There would also be a corresponding increase in the number of nursery places offered at the school, from 40 (part-time equivalent) to 52.

Class size unaffected

Where possible, county council policy is to expand primary schools in multiples of 15 or 30 per year group (i.e. half or a full form of entry) at a time. This helps schools organise more easily their classes across the year groups. There are many schools across the county that operate with an admission number of 45 as standard. This does not mean that there are 45 pupils in a class; class sizes remain the same, but more classes are run and some are mixed year group classes (e.g. a class of 30 might be run mixing 15 pupils from Year 1, and 15 pupils from Year 2). The exact organisation of the classes would be managed by the school and the new buildings will be designed to support different models; for example the foundation stage will have 2 reception classrooms located alongside the nursery. Class size is restricted by law in Key Stage 1 to a maximum of 30 children per class.

Reasons for proposal

Christopher Rawlins CE (VA) Primary School wants to be able to meet the needs of the local community. There has been a steady increase in demand for primary school places in this part of Oxfordshire: the school now has very few spare places, and is completely full in most year groups. For September 2015, there were more applications for children living in the school's designated area than the number of Reception places the school could offer.

Surrounding schools such as Deddington CE Primary School, Dr Radcliffe's CE Primary School and Bloxham Primary School also have very few spare places.

There are a number of housing developments approved for Adderbury, which are expected to increase the demand for primary school places over the next few years. The Cherwell Local Plan identifies Adderbury as a sustainable location for some further housing growth, along with some surrounding villages, such as Bloxham, Deddington and Steeple Aston.

The county council, working with the Oxford Diocese and local schools, has considered the potential for each of the local schools to expand. Bloxham Primary School has already increased in size to a 2 form entry school; further afield Hook Norton Primary School is expanding from 1 form entry to 1.5 form entry in 2015.

To meet the needs of the growing population in Adderbury and the surrounding area, an additional half-form of entry in primary school capacity is now required.

Having considered both the expected pattern of population growth and the site constraints of the local schools, detailed options appraisals were commissioned to identify what additional accommodation would be needed for Deddington CE (VA) Primary School or Christopher Rawlins Primary CE (VA) Primary School to be able to expand.

Having considered the results of these options appraisals, the governing body at Deddington CE (VA) Primary School voted unanimously against expansion at the current time. The governing body at Christopher Rawlins's CE (VA) Primary School has decided they think it appropriate to expand the size of the school to meet local demand both now and in the coming years.

To provide some context, for entry into the school for Year 1 in September 2015, there were 85 initial applicants for the 30 places on offer which included over 40 requesting Christopher Rawlins as first choice leading to a situation where villagers were excluded due to their proximity to the school. This was before the full impact of the two larger housing developments were realised as they were not fully inhabited at the time of application.

If Christopher Rawlins CE (VA) Primary School expands to 1.5 form entry it will have sufficient places to meet the scale of population growth expected within its designated area. There may be some years when exceptional population pressures in the partnership

mean that surrounding schools cannot meet the demand for places within their own designated areas; expansion of Christopher Rawlins CE (VA) Primary School to 1.5 form entry will therefore also help to ensure that sufficient school places can be provided to all children within a reasonable distance of their homes.

Buildings

To accommodate the extra children, the governors of Christopher Rawlins CE (VA) Primary School and the Oxford Diocese are planning to provide new Foundation Stage accommodation, plus two additional classrooms and an enlarged school hall, alongside other improvements within the building.

It is expected that the cost of extending the school will be met from money the county council will secure from developers building houses in the local area.

A detailed feasibility study, managed by Oxford Diocese, is in progress to identify how the school could grow in a manner which is cost-effective without compromising the high quality of education provided by this school. A draft expansion plan has been produced, in agreement with the school. While this is not the final scheme, it may be useful to give an idea of how the expansion might be achieved on site:



School Development Plan

The Oxford Diocesan Board of Education

Proposed Plans - Option A,
20 March 2015

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1428/SK02



Oxfordshire, t: 01295 22230 • Dorsetshire, t: 07791 120340
e: email@thinking-buildings.co.uk
www.thinking-buildings.co.uk

We think that this is a good school which can and should expand to meet the demand for places from a growing population. We want to know your views about the proposal to expand.

Important points to remember

- The Governing Body of the school have made the following statement:

“The governing body of the school support the expansion. It is the firm commitment of the governing body that all children in the village should have a place available at Christopher Rawlins, and that the organic growth of the school will ensure that this commitment can continue to be honoured. It is also important for the village infrastructure to maintain Adderbury as an inclusive, vibrant village that is a perfect place for families. Developing the school is an exciting project which will allow us to meet the needs of our children, giving us more flexibility in terms of pupil groupings and the opportunity to offer our high standard of education to more children. Furthermore, it has committed to ensure that any expansion work is carried out mindful that the education of existing children cannot be compromised.”

- The Oxford Diocesan Board of Education have made the following statement:

Part of the Oxford Diocesan Board of Education mission is that quality education with a Christian ethos is available for parents and children in this Diocese who wish for this education and ODBE is keen to work with Local Authorities to provide the provision where possible. We bid for new schools in areas of high growth and are also sympathetic to existing schools expanding in response to increasing populations due to housing developments, birth rates and immigration.

Each district in Oxfordshire has a Local Plan and a target for numbers of new homes in those areas. Adderbury, as a rural area with good transport links, is attractive to developers and families. Christopher Rawlins CE Primary School, as the village school, is a vital part of the village landscape and economy. It is successful and popular with parents and offers pupils a varied and enriching education. We feel that if Christopher Rawlins CE Primary School does not expand, families in the catchment areas may be denied access to their local school and that would be detrimental to relationships and reputation. The Oxford Diocesan Board of Education therefore supports the proposed school expansion.

- Adderbury Parish Council have made the following statement: *“APC supports the proposed expansion up to one and a half form entry on the existing school site, as the Parish Council believes this will ensure all Adderbury children will have the opportunity of a place at the village school. The report on the Adderbury Neighbourhood Plan questionnaire showed that the clear majority view of residents was to support the expansion of the school on its present site”.*
- This consultation is about **the principle of expanding Christopher Rawlins CE (VA) Primary School**. It is **not** about any decisions to allocate housing development to the area made by Cherwell District Council. Comments on housing development proposals need to be made direct to Cherwell District Council.
- This consultation is taking place until **8 November 2015**. You have until midnight on that date to respond to us. All responses received will then be considered.
- The next step, after consideration of consultation responses, would be for a final decision on expansion to be confirmed by the Governing Body of the school. The Oxfordshire County Council Cabinet Member for Children, Education & Families

would also formally decide whether to support the proposal, but she is not the final Decision-Maker in school-led proposals such as this one.

How you can respond to this consultation

This information is available online at the county council's website in the consultations section: <http://myconsultations.oxfordshire.gov.uk>. We would like to hear from you if you support this proposal as well as if you have any concerns. There are several ways you can submit your views:

- respond using the online form for this consultation, on the Oxfordshire County Council current consultations webpage at <http://myconsultations.oxfordshire.gov.uk>;
- email your response to: diane.cameron@oxfordshire.gov.uk putting CHRISTOPHER RAWLINS EXPANSION in the subject line;
- complete the response form at the back of this leaflet and post it to Diane Cameron, School Organisation & Planning, County Hall, **FREEPOST** Oxfordshire County Council (you do not need to use a stamp)



Christopher Rawlins Church of England Voluntary Aided
Primary School; Adderbury; Oxon



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Head teacher: Mr P Goldsworthy

Chair of Governors: Mr J Finch

November 20, 2015

Dear Diane

I am writing to you with regard to the proposed expansion of Christopher Rawlins VA Church of England Primary School.

There was a meeting of the Full Governing Body yesterday evening, and the expansion was among items discussed. The consultation process having recently concluded without any negative comments was a factor in reaching our decision, as was the lack of any substantial criticism of the broad-brush expansion plan which have been available within the school community for some months – including a ‘stall’ at our recent parents evening and mail-outs from the governing body to ensure that the parents and carers of the school were fully aware of its progress along the expansion conversations.

As a governing body, our guiding principle through all discussions has been that children who live in the village should be educated in the village, and that therefore there should be space to accommodate this situation. The school is simultaneously aware that its current class numbers are full and that there are a number of new houses yet to be populated with other houses to be built in the pipeline. It is also aware of the local demand for places as the two neighbouring villages – of Deddington and Bloxham – are also full to capacity so this will further put pressure on schools locally.

Both myself, and Phil Goldsworthy, the Head Teacher, have attended meetings of the Adderbury Parochial Church Council and the Adderbury Parish Council in order to discuss this issue, and to counsel their views on the subject. Both of these groups are in full favour of the expansion of the school in line with the thoughts of the governing body. The Diocese of Oxford is also in favour of our expansion.

Therefore, as a result of these factors, at its regular meeting on Thursday 19th November 2015 - the Governing Body of Christopher Rawlins unanimously proposed that the proposal for the school expansion plan should go ahead with its full support.

Yours sincerely

Jeremy Finch; Chair of Governors
Christopher Rawlins Church of England VA Primary School; Adderbury; Oxon

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