

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

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

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

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

Woodeaton Manor School (Foundation Special), Woodeaton, Oxfordshire, OX3 9TS.

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

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

n/a

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

2. The date on which the proposals are planned to be implemented, and if they are to be implemented in stages, a description of what is planned for each stage, and the number of stages intended and the dates of each stage.

Implementation planned from 1/9/12.

#### **Objections and comments**

3. A statement explaining the procedure for making representations, including

- (a) the date prescribed in accordance with paragraph 29 of Schedule 3 (GB proposals)/Schedule 5 (LA proposals) of The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations

2007 (as amended), by which objections or comments should be sent to the local education authority; and

- (b) the address of the authority to which objections or comments should be sent.

a) Comments and objections should be made by 4/5/12  
b) Responses should be sent to Diane Cameron, School Organisation & Planning, Oxfordshire County Council, FREEPOST. Or:  
Email: [StatNoticeWMS2012-manager@myconsultations.oxfordshire.gov.uk](mailto:StatNoticeWMS2012-manager@myconsultations.oxfordshire.gov.uk)  
Responses may also be sent via an online response questionnaire at:  
<https://myconsultations.oxfordshire.gov.uk>

### **Alteration description**

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

The Governing Body of Woodeaton Manor School propose to alter the lower age limit of the school to admit a class of primary age pupils (aged 7 to 11) with the same type of special needs as the existing pupils at the school. Woodeaton Manor School is a special school for pupils with behavioural, emotional and social disorders (BESD), but has a particular focus on those with emotional and social difficulties. The vast majority of pupils have autistic spectrum disorders. It currently teaches children of secondary school age (11-18). The proposal is to teach the 7 - 18 age range.

### **School capacity**

- 5.—(1) Where the alteration is an alteration falling within any of paragraphs 1 to 4, 8, 9 and 12-14 of Schedule 2 (GB proposals)/paragraphs 1-4, 7, 8, 18, 19 and 21 of Schedule 4 (LA proposals) to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended), the proposals must also include —

- (a) details of the current capacity of the school and, where the proposals will alter the capacity of the school, the proposed capacity of the school after the alteration;

Current capacity of the school is 52 pupils. The proposal is for the number of day pupils to rise to 58, of whom 12 will have access to residential accommodation for four days a week during term time.

- (b) details of the current number of pupils admitted to the school in each relevant age group, and where this number is to change, the proposed number of pupils to be admitted in each relevant age group in the first school year in which the proposals will have been implemented;

The school does not currently admit children of primary age. The proposal is to admit a class of six primary age children each year.

- (c) where it is intended that proposals should be implemented in stages, the number of pupils to be admitted to the school in the first school year in which each stage will have been implemented;

n/a

- (d) where the number of pupils in any relevant age group is lower than the indicated admission number for that relevant age group a statement to this effect and details of the indicated admission number in question.

n/a

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

52 pupils are on roll currently at Woodeaton Manor School.

### **Implementation**

6. Where the proposals relate to a foundation or voluntary controlled school a statement as to whether the proposals are to be implemented by the local education authority or by the governing body, and, if the proposals are to be implemented by both, a statement as to the extent to which they are to be implemented by each body.

The proposals will be implemented by the governing body in collaboration with Oxfordshire County Council. OCC proposes to fund the new

accommodation for the primary age class.

**Additional Site**

7.—(1) A statement as to whether any new or additional site will be required if proposals are implemented and if so the location of the site if the school is to occupy a split site.

n/a

(2) Where proposals relate to a foundation or voluntary school a statement as to who will provide any additional site required, together with details of the tenure (freehold or leasehold) on which the site of the school will be held, and if the site is to be held on a lease, details of the proposed lease.

n/a

**Changes in boarding arrangements**

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

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

12 pupils will have access to boarding provision at the school if the proposals are approved.

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

A team of residential staff takes responsibility for the boarding pupils after the school day until the following morning. This system is in place for the current boarders and will continue if the proposals are implemented.

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

Woodeaton Manor School provides flexible boarding arrangements for up to four nights a week for up to 10 pupils currently. The boarding accommodation is in a separate building on the same site as the main school building within the extensive grounds.

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

As above.

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

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

n/a

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

n/a

### **Transfer to new site**

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

- (a) the location of the proposed site (including details of whether the school is to occupy a single or split site), and including where appropriate the postal address;

n/a

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

n/a

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

n/a

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

n/a

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

n/a

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

n/a

## **Objectives**

**10.** The objectives of the proposals.

1. The Governing Body hopes that in addressing the particular needs of these children at an earlier age, the scope for quicker educational advancement and better individual outcomes would be improved.

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| <p>2. The proposal will provide access to appropriately trained staff and to specialist support and advice, so that individual pupils can have the fullest possible opportunities to make progress in their learning and participate in their school and community. This type of specialist support may not otherwise be available to the particular child at a mainstream primary school.</p> <p>3. More primary school places are needed in Oxfordshire for children with BESD. The current pressure on places can lead to a delay before children receive the specialist care and support that enables them to thrive and achieve their full potential. The proposal is to lower the school's age range to admit a class of six Key Stage 2 primary age children each year starting in 2012.</p> |
| <p>4. The County Council supports the Governing Body's proposal in terms of creation of additional pupil places to meet increased Basic Need.</p>   |

## Consultation

11. Evidence of the consultation before the proposals were published including—

- (a) a list of persons who were consulted;
- (b) minutes of all public consultation meetings;
- (c) the views of the persons consulted;
- (d) a statement to the effect that all applicable statutory requirements in relation to the proposals to consult were complied with; and
- (e) copies of all consultation documents and a statement on how these documents were made available.

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| <p>a) A public consultation was held on the proposal to alter the lower age limit at Woodeaton Manor School between 1<sup>st</sup> December 2011 and 26<sup>th</sup> January 2012. Consultation was carried out with staff, governors and parents of children at the school, local councillors and MPs; relevant trade unions; other Oxfordshire primary and special schools, local residents and other interested parties. Existing pupils attending the school were also consulted.</p> <p>b) N/A</p> <p>c) 28 responses to the consultation were received, one of which was received a day after the consultation had closed. 26 respondents supported the proposal in principle, 1 was undecided, and 1 was opposed to the proposal in principle. The reasons given for supporting the Governing Body's proposal were:</p> |
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- Being a larger school will have a positive impact on resources.
- This is a good school and should be allowed to grow.
- There is a clear need for primary age BESD pupil places in the county.
- It will free up mainstream schools to focus on other pupils rather than spend time / resources on managing a BESD child.

Reasons for concern raised were:

- Concern about sufficient facilities being provided for the additional pupils.
- Concern about the funding of the expansion of the school.
- Concern from one parent of a child already at the school about the effect the change would have on her child, who is easily upset by change due to his special needs.

- d) All statutory requirements were complied with.
- e) Consultation leaflets were sent via the school to parents. Consultation leaflets were also sent to local primary other Oxfordshire special schools, local councillors and MPs, local residents, libraries and other stakeholders. The leaflets were also available on the county council's website.

### Project costs

12. A statement of the estimated total capital cost of the proposals and the breakdown of the costs that are to be met by the governing body, the local education authority, and any other party.

Estimated capital cost £225K to be met by Oxfordshire County Council.

13. A copy of confirmation from the Secretary of State, local education authority and the Learning and Skills Council for England (as the case may be) that funds will be made available (including costs to cover any necessary site purchase).

Once the final solution and costs have been confirmed and agreed, funding is identified within the County Council's Capital Programme 2011/12–2015/16 (existing demographic pupil provision – basic needs programme).



### Age range

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

Current age range 11-18.

### Early years provision

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

- (a) details of the early years provision, including the number of full-time and part-time pupils, the number and length of sessions in each week, and the services for disabled children that will be offered;

n/a

- (b) how the school will integrate the early years provision with childcare services and how the proposals are consistent with the integration of early years provision for childcare;

n/a

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

n/a

- (d) assessment of capacity, quality and sustainability of provision in schools and in establishments other than schools who deliver the Early Years Foundation Stage within 3 miles of the school; and

n/a

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

n/a

### **Changes to sixth form provision**

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

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

n/a

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

n/a

(c) Evidence —

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

n/a

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

n/a

17. Where the proposals are to alter the upper age limit of the school so that the school ceases to provide sixth form education, a statement of the effect on the supply of 16-19 places in the area.

n/a

### Special educational needs

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

- (a) a description of the proposed types of learning difficulties in respect of which education will be provided and, where provision for special educational needs already exists, the current type of provision;

Woodeaton Manor School is designated as a special school for pupils with behavioural, emotional and social disorders (BESD), but has a particular focus on those with emotional and social difficulties. The vast majority of pupils have autistic spectrum disorders. The additional provision proposed for the primary age children will be identical to that existing.

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

One new classroom for the primary age class will be provided, designed to be suitable for their special needs.

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

The proposal is to establish a class of six Key Stage 2 primary age pupils.

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

The new class will be funded on a per pupil basis, in line with current funding practice across all schools. Initial capital costs will be funded by Oxfordshire County Council.

- (e) a statement as to whether the education will be provided for children with special educational needs who are not registered pupils at the school to which the proposals relate;

Education will not be provided for children not registered at the school.

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

There will be on-costs to the school for additional staff and for increased maintenance requirements. These will need to be funded from the school's delegated School Budget Share, which will increase in proportion to increases in agreed place numbers. The individual cost of an additional place reserved for a pupil with SEN exceeds the per-pupil value of the Dedicated Schools Grant received from DfE, however funds are projected to be available within unallocated DSG to meet this increase in the school budget share.

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

n/a

- (h) where the provision will replace existing educational provision for children with special educational needs, a statement as to how the local education authority believes that the new provision is likely to lead to improvement in the standard, quality and range of the educational provision for such children; and

The provision will not replace that existing: it is in addition to existing provision, to meet demand.

- (i) the number of places reserved for children with special educational needs, and where this number is to change, the proposed number of such places.

All pupils at Woodeaton Manor School have special educational needs. The provision will rise from 52 places to 58 places.

**19.** Where the proposals are to discontinue provision for special educational needs—

- (a) details of alternative provision for pupils for whom the provision is currently made;

n/a

- (b) details of the number of pupils for whom provision is made that is recognised by the local education authority as reserved for children with special educational needs during each of the 4 school years preceding the current school year;

n/a

- (c) details of provision made outside the area of the local education authority for pupils whose needs will not be able to be met in the area of the authority as a result of the discontinuance of the provision; and

n/a

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

n/a

**20.** Where the proposals will lead to alternative provision for children with special educational needs, as a result of the establishment, alteration or discontinuance of existing provision, the specific educational benefits that will flow from the proposals in terms of—

- (a) improved access to education and associated services including the curriculum, wider school activities, facilities and equipment with reference to the local education authority's Accessibility Strategy;
- (b) improved access to specialist staff, both educational and other professionals, including any external support and outreach services;

- (c) improved access to suitable accommodation; and
- (d) improved supply of suitable places.

- a) In addressing the particular needs of BESD children at an earlier age, the scope for quicker educational advancement and better individual outcomes would be improved. More children with special educational needs will be able to stay safe in an environment designed for them, enjoy and achieve in their school life, be able to learn to look after themselves appropriately, make a positive contribution to their school community without discrimination, and to the wider community in later life, and give them the best chance to gain economic wellbeing as adults when they leave school.
- b) The proposal will provide access to appropriately trained staff and to specialist support and advice, so that individual pupils can have the fullest possible opportunities to make progress in their learning and participate in their school and community. This type of specialist support may not otherwise be available to the particular child at a mainstream primary school.
- c) The accommodation proposed for the additional pupils will be designed specifically for their needs: for example, designed to avoid visual and audible distractions and to give the children a feeling of security and safety. This environment is usually very difficult to provide in a mainstream school.
- d) More primary school places are needed in Oxfordshire for children with BESD. The current pressure on places can lead to a delay before children receive the specialist care and support that enables them to thrive and achieve their full potential. The County Council supports the Governing Body's proposal in terms of creation of additional pupil places to meet Basic Need.

### **Sex of pupils**

**21.** Where the proposals are to make an alteration to provide that a school which was an establishment which admitted pupils of one sex only becomes an establishment which admits pupils of both sexes—

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

n/a

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

n/a

- (c) details of any transitional period which the body making the proposals wishes specified in a transitional exemption order (within the meaning of section 27 of the Sex Discrimination Act 1975).

n/a

**22.** Where the proposals are to make an alteration to a school to provide that a school which was an establishment which admitted pupils of both sexes becomes an establishment which admits pupils of one sex only—

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

n/a

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

n/a

### **Extended services**

**23.** If the proposed alterations affect the provision of the school's extended services, details of the current extended services the school is offering and details of any proposed change as a result of the alterations.

n/a

### **Need or demand for additional places**

**24.** If the proposals involve adding places—

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

More primary school places are needed in Oxfordshire for children with

BESD. The current pressure on places can lead to a delay before children receive the specialist care and support that enables them to thrive and achieve their full potential. The County Council also recognises that Woodeaton Manor School is very popular in terms of parental preference, being rated Outstanding by Ofsted. Section 9 of the Education Act 1996 places a general duty on local authorities and funding authorities to have regard to the general principle that children are educated in accordance with their parents' wishes, and this proposal's outcomes are in line with this duty.

- (b) where the school has a religious character, a statement and supporting evidence of the demand in the area for education in accordance with the tenets of the religion or religious denomination;

n/a

- (c) where the school adheres to a particular philosophy, evidence of the demand for education in accordance with the philosophy in question and any associated change to the admission arrangements for the school.

n/a

**25. If the proposals involve removing places—**

- (a) a statement and supporting evidence of the reasons for the removal, including an assessment of the impact on parental choice; and

n/a

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

n/a

**Expansion of successful and popular schools**



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

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

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

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

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

Woodeaton Manor School is very popular in terms of parental preference, being rated Outstanding by Ofsted, and it operates constantly at full capacity in terms of numbers on roll. Each year the school is unable to admit all pupils who would choose to attend to take up the excellent special education provision offered. The governing body therefore considers the presumption for the expansion of successful and popular schools should apply.