

Delegated Decisions by Cabinet Member for Schools Improvement

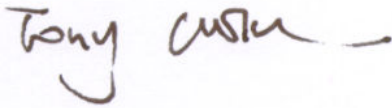
***Tuesday, 5 January 2010 at 12.00 pm
County Hall***

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 13 January 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



Tony Cloke
Assistant Head of Legal & Democratic Services

December 2009

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

Note: Date of next meeting: 2 February 2010

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. St Nicholas CE Primary School (Pages 1 - 24)

Forward Plan Ref: 2009/191

Contact: Barbara Chillman, Principal Officer School Organisation (01865 816459)
12:00 pm

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

The Cabinet Member for Schools Improvement is RECOMMENDED to either:

- (a) reject the proposals;***
 - (b) approve the proposals;***
 - (c) approve the proposals with a modification (e.g. the proposal implementation date); or***
 - (d) approve the proposals subject to them meeting a specific condition.***
-

Division(s): Headington & Marston

CABINET MEMBER FOR SCHOOLS IMPROVEMENT 5 JANUARY 2010

PROPOSED EXPANSION OF ST NICHOLAS PRIMARY SCHOOL, MARSTON

Report by interim Director for Children, Young People & Families

Introduction

1. At the meeting on 20 October 2009 the Cabinet agreed to the publication of formal proposals to expand St Nicholas Primary School from 1.5-form entry to 2-form entry. The report outlining the basis for this decision is attached at Annex 1.
2. The statutory notice (attached at Annex 2) was published by the Authority in the Oxford Mail on 2 November 2009 and expired following 4 weeks of formal consultation on 30 November 2009. In accordance with legislation the notice was also posted at the school entrance and local library. A copy of the proposal (attached at Annex 3) and the notices were sent to the governing body and the Secretary of State and additionally made available on the Oxfordshire County Council website.
3. The decision-making power in terms of determining the notice lies with the Cabinet or can be delegated to the Cabinet Member for Schools Improvement. This follows decisions taken by the Cabinet in July 2007 under new legislation encompassed in the Education & Inspections Act 2006 (EIA 2006) whereby School Organisation Committees were abolished and arrangements became the responsibility of the relevant local authority. In meeting as 'decision-maker' the Cabinet or Cabinet Member must have regard to government guidance and statutory timescales otherwise a decision can be referred to the independent Schools' Adjudicator for reconsideration. Also at its meeting in July 2007 the Cabinet confirmed that in considering notices as 'Decision-maker' it was necessary for the Chairman of the Council to determine that the decision could not be subject to 'call-in' as this would, in most cases, mean that the Cabinet's role would be negated by referral to the Schools' Adjudicator. The Cabinet decision must be made within 2 months of the close of the notice period.
4. As no representations in relation to the proposal have been received the decision is referred to the Cabinet Member for Schools Improvement. The proposed implementation date for the proposal is 1 September 2010.

The Proposal

5. The proposal is to increase the admission number from 45 to 60 children, on a permanent basis from September 2010. This will eventually increase the school's total roll from 270 children in Years 1-6 to a maximum of 360.

6. To accommodate this growth in pupil numbers, in the first instance two more classrooms will be needed by September 2010. The amount of hall space will be increased by creating a separate external storage space for PE equipment and dining furniture currently kept in the hall. The new accommodation will be provided by extending the existing KS1 block and will include:
 - 2 KS1 classrooms
 - Small group room
 - Cloakroom and WC's
 - Storage
7. Should the school continue to fill an admission number of 60, there will subsequently be a need for a third additional classroom for KS2, and an extension of the staff room.

Representations

8. No representations have been received in relation to this notice during the statutory consultation process.

Making a Decision

9. In terms of reaching a decision all proposals should be considered on their merits but the following factors should be borne in mind but are not considered to be exhaustive. The Cabinet Member for Schools Improvement must be satisfied that the statutory consultation has been carried out prior to the publication of the notice. Details of the consultation should be included in the proposals. The Decision Maker must be satisfied that the consultation meets statutory requirements. If some parties submit objections on the basis that consultation was not adequate, the Decision Maker may wish to take legal advice on the points raised. If the requirements have not been met, the Decision Maker may judge the proposals to be invalid and should consider whether they can make a decision on the proposals. Alternatively the Decision Maker may take into account the sufficiency and quality of the consultation as part of their overall judgement of the proposals as a whole.
10. **The effect on standards, school improvement and diversity.** The government aims to create a dynamic system shaped by parents that delivers excellence and equality, closing weak schools, encouraging new providers and popular schools to expand. Decision Makers should be satisfied that the proposals will contribute to raising local standards of provision and improved attainment and consider the impact on choice and diversity. They should pay particular attention to the effect on groups that tend to under-perform including children from certain ethnic minorities and deprived backgrounds. The decision-maker should consider how the proposals will help deliver the 'Every Child Matters' principles.
11. **School characteristics.** The decision-maker should consider whether there are any sex, race or disability discrimination issues that arise and whether there is supporting evidence to support the extension and take into account the existence of capacity elsewhere. The decision-maker needs to consider

the accessibility of the provision for disadvantaged groups as the provision should not unduly extend journey times or cost.

12. **Funding and land.** The decision-maker should be satisfied that any capital required to implement the proposals will be available.

Financial and Staff Implications

13. The financial implications of this report are linked to the capital works that will be carried out should the proposal be approved. The provision of two additional KS1 classrooms and an extension to the hall is already identified in the Capital Programme and Forward Plan at an estimated cost of £750,000 inclusive of fees. A detailed project approval for this work is being prepared, and the exact level of funding will be confirmed as the details of the project are finalised. If the school continues to fill an admission number of 60, creating the need for a third additional classroom for KS2, this will be the subject of a separate detailed project approval in due course.
14. The main source of funding for the project will be the CYP&F Capital Programme. A contribution of £70,000 towards the cost of the project will also be made available from the school's Devolved Capital Funding. As well as contributing to the construction cost a proportion of the school funding will be required to provide the necessary furniture and equipment, including ICT equipment, for the new spaces.

RECOMMENDATIONS

15. **The Cabinet Member for Schools Improvement is RECOMMENDED to either:**
- (a) **reject the proposals;**
 - (b) **approve the proposals;**
 - (c) **approve the proposals with a modification (e.g. the proposal implementation date); or**
 - (d) **approve the proposals subject to them meeting a specific condition.**

JIM CROOK
Interim Director for Children, Young People & Families

Background papers: Initial consultation document

Annexes: Annex 1: Cabinet report 20 October 2009
Annex 2: Statutory notice
Annex 3: Statutory proposal

Contact Officer: Barbara Chillman, Principal Officer School Organisation,
Commissioning, Performance and Quality Assurance,
Tel: 01865 816459

December 2009

CABINET– 20 OCTOBER 2009

**PROPOSAL TO EXPAND ST NICHOLAS PRIMARY SCHOOL,
MARSTON**

Report by Director for Children, Young People & Families

Introduction

1. St Nicholas Primary School has a published admission number of 45 children. For September 2008, 57 parents chose the school as their first preference. Oxford city is experiencing a rapid growth in pupil numbers, and Primary Care Trust records and the annual census of local children in early years settings show that the demand for places at St Nicholas Primary School is likely to continue to be above the planned admission number. Other nearby schools are also expected to be full or nearly full.
2. The school agreed to take 60 children in September 2009 as a temporary measure to meet this demand.

The Proposal

3. The proposal is to increase the admission number from 45 to 60 children, on a permanent basis from September 2010. This will eventually increase the school's total roll from 270 children in Years 1-6 to a maximum of 360.
4. To accommodate this growth in pupil numbers, at least two more classrooms will be needed by September 2010. The amount of hall space will be increased by creating a separate external storage space for furniture currently kept in the hall. Car parking space for staff will also be extended.

Representations

5. During the informal consultation phase (8 June 2009 – 20 July 2009) a meeting was held at the school for parents to discuss their concerns with the headteacher, school governors and a County Council officer. The head teacher also held a separate meeting with local residents.
6. A consultation document (Annex 1) was sent to parents of children at St Nicholas Primary School, as well as to local councillors, other primary schools and early years providers in the Marston area; it was also available on the OCC website. Nineteen responses were received. The majority of these expressed concerns, mostly regarding access and road issues.
 - Three responses were from parents of children already at the school. While supporting the expansion overall, two parents expressed some

concern over whether space at the school, including the hall, would be sufficient, and one was concerned that parking at the school would be insufficient.

- The Archdiocese of Birmingham responded that they have no objections in principle to the expansion, but wish to ensure that the proposal will not be detrimental to any Catholic schools in the area, and that if numbers continue to grow in the area, that all schools, including voluntary aided schools, should be fully supported in accommodating any increased intake.
- One other local school responded, in favour of the expansion.
- Responses were received from the leader of Oxford City Council, as well as two City councillors and a County councillor for the Marston ward. The City Executive Board expressed their general support for the expansion plan, subject to further consideration of transport and access arrangements. The ward councillors further expressed support for the expansion, but reiterated concerns regarding transport issues, including the need for: Raymund Road to be resurfaced; the school to have a good traffic plan to deal with the additional traffic; a pedestrian crossing over Oxford Road; and traffic planning to include the different uses of the Harlow Centre (the former middle school site adjacent to St Nicholas School).
- The remaining responses were from local residents, all of whom raised concerns about parking, increased traffic, or the need for access roads to be resurfaced. In total, fourteen of the nineteen responses commented on these issues. Specific requests were that:
 - (i) Raymund Road be resurfaced and kerbs repaired (Rippington Drive and Arlington Drive were also mentioned);
 - (ii) New access to the school be provided, from Oxford Road or Marston Ferry Road;
 - (iii) Additional parking for parents be provided *or* stronger parking controls introduced in the area.

7. With respect to concerns about traffic, the school has already taken a number of actions to reduce the numbers of children arriving to school by car, and has a high level of walking/cycling to the school. The school's current travel plan dates from March 2007, and work is underway to update it to reflect the increased pupil numbers. The County Council School Travel Plans team has advised that they would not support any work to allow easier vehicle access for parents or provision for parental parking on the school site for dropping off at the school, as this goes against the transport service objectives of increasing walking and cycling to school. They would support work to improve pedestrian or cycle access to the site.

8. Some repairs have been made to the surface of Raymund Road since this consultation period closed. Regarding future road deterioration the County

Council's Transport team has advised that as construction traffic will be short term it is likely to have little effect, and that additional car traffic will have no significant effect.

9. In accordance with Department for Transport guidance on Transport Assessments, architects acting for the County Council have prepared a Transport Statement for the preliminary planning statement. This states that "Due to the tightly packed nature of the residential area, there are no plans to increase the access road to the school. It is felt that the increase in pupil numbers that the school are obliged to accept will not have an adverse affect on traffic levels within the area. Pupils will be encouraged to utilise the wealth of public transport and cycle ways that surround the school. This coupled with the catchment area should limit the need for pupils to arrive by public transport".
10. As objections in relation to the proposal have been received, the decision on whether to publish a formal statutory proposal is referred to the Cabinet rather than the Cabinet Member for Schools Improvement.

Making a Decision

11. As this is a proposal to increase the size of the school by more than 25%, it is subject to statutory procedures, as established by The Education and Inspections Act 2006 (EIA 2006) and The School Organisation (Prescribed Alterations to Maintained Schools)(England) Regulations 2007 (as amended by The School Organisation and Governance (Amendments)(England) Regulations 2007 which came into force on 21 January 2008).
12. A decision is now required as to whether to publish formal proposals for this expansion. If approved, a statutory notice would be published, followed by a formal consultation period of four weeks. The decision-making power in terms of determining the notice will lie with the Cabinet, and a report will be put to the Cabinet Member for Schools Improvement if no representations are received, or to Cabinet if representations are received, for a final decision in due course.
13. The Cabinet must be satisfied that the statutory consultation has been carried out prior to the publication of the notice.

Financial and Staff Implications

14. The financial implications of the report are linked to the capital works that will be carried out should the proposals be approved, and these will be the subject of a separate detailed project approval. There will also be on-costs for the school for additional staff and increased maintenance requirements.

RECOMMENDATIONS

15. **The Cabinet is RECOMMENDED to approve the publication of a statutory notice for the expansion of St Nicholas Primary School, Marston.**

JANET TOMLINSON
Director for Children, Young People & Families

Background papers: consultation document

Contact Officer: Barbara Chillman, Principal Officer School Organisation,
Commissioning, Performance and Quality Assurance,
01865 816459

September 2009

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PUBLIC NOTICE

Proposed Enlargement of St Nicholas Primary School, Marston, Oxford

Notice is given in accordance with section 19(1) of the Education and Inspections Act 2006 that Oxfordshire County Council intends to make a prescribed alteration to St Nicholas (Community) Primary School, Raymund Road, Old Marston, Oxford, OX3 0PJ from 01 September 2010.

Oxfordshire County Council is proposing to enlarge St Nicholas Primary School, which currently has a published admission number of 45 children. For September 2008, 57 parents chose the school as their first preference, and in September 2009 56 children entered the reception class. Oxford city is experiencing a rapid growth in pupil numbers, and Primary Care Trust records and the annual census of local children in early years settings show that the demand for places at St Nicholas Primary School is likely to continue to be above the planned admission number. Other nearby schools are also expected to be full or nearly full.

The current capacity of the school is 270 (Years 1-6) and the proposed capacity will be 360 (Years 1-6). The current number of Year 1-6 pupils registered at the school is 287. The current admission number for the school is 45 and the proposed admission number will be 60.

This Notice is an extract from the complete proposal. Copies of the complete proposal can be obtained from: Barbara Chillman, Principal Officer, School Organisation, Oxfordshire County Council, County Hall, New Road, Oxford, OX1 1ND. Tel: 01865 816453. E-mail: propertyassets@oxfordshire.gov.uk or at www.oxfordshire.gov.uk

Within four weeks from the date of publication of these proposals (by 30th November 2009), any person may object to, or make comments on, the proposal by sending them to the postal or email address above.

Signed: Jim Crook, Interim Director for Children, Young People & Families

Publication Date: Monday 2nd November 2009

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PROPOSALS FOR PRESCRIBED ALTERATIONS OTHER THAN FOUNDATION PROPOSALS: Information to be included in or provided in relation to proposals

Insert the information asked for in the expandable box below each section.

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.

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

1. The name, address and category of the school and a contact address for the local education authority who are publishing the proposals.

St Nicholas Community Primary School, Raymund Road, Old Marston, Oxford, OX3 0PJ

Oxfordshire County Council, County Hall, New Road, Oxford, OX1 1ND

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.

The admission number will be increased from 45 to 60 on a permanent basis from September 2010, and additional accommodation will be constructed.

Objections and comments

3. A statement explaining the procedure for making representations, including—
- (a) the date 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.

Any objections or comments should be submitted in writing by 30th November 2009 to:
Barbara Chillman, Principal Officer School Organisation, Oxfordshire County Council
County Hall, New Road, Oxford OX1 1ND
Tel: 01865 816453 / Email: propertyassets@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.

For September 2008, 57 parents chose the school as their first preference, and in September 2009 56 children entered the reception class. Oxford city is experiencing a rapid growth in pupil numbers, and Primary Care Trust records and the annual census of local children in early years settings show that the demand for places at St Nicholas Primary School is likely to continue to be above the planned admission number. Other nearby schools are also expected to be full or nearly full.

The Local Authority therefore proposes to increase the admission number at the school from 45 to 60 on a permanent basis from September 2010.

To accommodate this increase, two new classrooms will need to be built, along with other spaces in line with DCSF Building Bulletin 99.

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 or paragraphs 1-4, 7, 8, 18, 19 and 21 of Schedule 4 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007, the proposals must also include—

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

The current net capacity of the school for Years 1-6 is 270. This will increase to 360 children in Years 1-6.

(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;

Currently 45 children are admitted to each age group. It is proposed to increase this to 60 pupils for the Reception class from September 2010.

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

Not applicable.

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

At the pupil census of September 2009 only Year 2 (6 year-olds) had fewer children than the indicated admission number (44 pupils compared to an admission number of 45).

(2) Where the alteration is an alteration falling within any of paragraphs 1, 2, 9, 12 and 13 to 4, and 7 and 8 of Schedule 2 or paragraphs 1, 2, 8, 18 and 19 of Schedule 4 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 a statement of the number of pupils at the school at the time of the publication of the proposals.

At the pupil census of September 2009 there were 285 pupils in Years 1-6 (with another 90 in the Foundation Stage).

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.

Not applicable

Additional Site

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

No new site will be required.

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

Not applicable

Changes in boarding arrangements

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

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

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

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

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

Not applicable

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

Not applicable

Transfer to new site

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

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

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

Objectives

10. The objectives of the proposals.

The school and wider area has seen a sustained increase in demand for places over the last two years, and applications and local data indicate that a demand for 60 places is likely to be sustained. Other neighbouring schools are either already full or have insufficient space to take these pupils. This proposal is therefore to meet a current and sustained demand for places.

Consultation

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

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

- (a) A consultation document was sent to:
- parents of children at St Nicholas Primary School;
 - staff and governors at St Nicholas Primary School;
 - county and district councillors for Marston and neighbouring wards;
 - other primary schools in the area: New Marston Primary School; St Joseph's Catholic Primary School; Windmill Primary School; Wolvercote Primary School; Cutteslowe Primary School; St Michael's Primary School; St Andrew's C of E Primary School; St Phillip & St James C of E Primary School; St Aloysius Primary School;
 - early years providers in the area: Dragon School Pre-Prep; Oxford High School Junior Department; Rye St Antony School; Elms Road Nursery; Balliol Day Nursery; Bradmore day Nursery; Dinky-Doo Nursery; Field House Montessori Nursery; Kids Unlimited; Oxford Brookes University Nursery; Oxford Montessori Nursery; The Nursery; Wolfson College Day; Nursery Mortimer Hall Playgroup; St Peter's Under 5s Group; New Marston Pre-school; Polstead Playgroup.
 - secondary schools in the area: The Cherwell School and Cheney School
- (b) An informal public consultation meeting was held at the school for parents to discuss their concerns with the headteacher, school governors and a County Council officer. The school's headteacher also met with the local residents' group.
- (c) Nineteen responses to the consultation document were received.
- Three responses were from parents of children already at the school. While supporting the expansion overall, two parents expressed some concern over whether space at the school, including the hall, would be sufficient, and one was concerned that parking at the school would be insufficient.
 - The Archdiocese of Birmingham responded that they have no objections in principle to the expansion, but wish to ensure that the proposal will not be detrimental to any Catholic schools in the area, and that if numbers continue to grow in the area, that all schools, including voluntary aided schools, should be fully supported in accommodating any increased intake.
 - One other local school responded, in favour of the expansion.
 - Responses were received from the leader of Oxford City Council, as well as two City councillors and a County councillor for the Marston ward. The City Executive Board expressed their general support for the expansion plan, subject to further consideration of transport and access arrangements. The ward councillors further expressed support for the expansion, but reiterated concerns regarding transport issues, including the need for: Raymund Road to be resurfaced; the school to have a good traffic plan to deal with the additional traffic; a pedestrian crossing over Oxford Road; and traffic planning to include the different uses of the Harlow Centre (the former middle school site adjacent to St Nicholas School).
 - The remaining responses were from local residents, all of whom raised concerns about parking, increased traffic, or the need for access roads to be resurfaced. In total, fourteen of the nineteen responses commented on these issues. Specific requests were that:
 - i. Raymund Road be resurfaced and kerbs repaired (Rippington Drive and Arlington Drive were also mentioned);
 - ii. New access to the school be provided, from Oxford Road or Marston Ferry Road;
 - iii. Additional parking for parents be provided *or* stronger parking controls introduced in the area.

- d) All applicable statutory requirements in relation to the proposals to consult were complied with.
- (e) The full consultation document is attached to this proposal as appendix 1. It was distributed by the school to parents of its current children, and posted to the other stakeholders listed above. It was also available on the OCC website and at the meetings held at the school and with local residents.

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.

The feasibility process has identified the costs for providing 2 KS1 classrooms, and other capital work necessary to accommodate the increased numbers, as £750,000. The main source of funding for the project will be the CYP&F Capital Programme.

A contribution of £70,000 towards the cost of the project will be made available from the school's Devolved Capital Funding. As well as contributing to the construction cost a proportion of the school funding will be required to provide the necessary furniture and equipment, including ICT equipment, for the new spaces.

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).

The costs of this expansion of St Nicholas Primary School have been included in the forward capital programme for 2009/10 and 2010/11, and were confirmed by Cabinet on 20th October 2009.

Age range

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

Not applicable

Early years provision

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

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

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

Changes to sixth form provision

16. (1) 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—

- (a) improve the educational or training achievements;
- (b) increase participation in education or training; and
- (c) expand the range of educational or training opportunities for 16-19 year olds in the area.

Not applicable

(2) Where the proposals are to alter the upper age limit of the school so that the school will provide sixth form education, the proposed number of sixth form places to be provided.

Not applicable

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

Special educational needs

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

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

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

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

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

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

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

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

Not applicable

Sex of pupils

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

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

Not applicable

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

Not applicable

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

Not applicable

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

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

Not applicable

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

Not applicable

Extended services

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

Not applicable

Need or demand for additional places

24. If the proposals involve adding places—

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

St Nicholas Primary School has a published admission number of 45 children. For September 2008, 57 parents chose the school as their first preference. The school agreed to take 60 children in September 2009 as a temporary measure to meet growing demand.

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

- (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;

Not applicable

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

Not applicable

25. If the proposals involve removing places—

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

Not applicable

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

Not applicable

Expansion of successful and popular schools

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

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

(a) (for proposals published by the governing body) paragraphs 1 and 2 of Part 1 to Schedule 2 and paragraphs 12 and 13 of Part 2 to Schedule 2; ;

(b) (for proposals published by the LA) paragraphs 1 and 2 of Part 1 to Schedule 4.

of the Prescribed Alteration regulations.

(3) Whilst not required by regulations to provide this information for any LA proposals to expand a voluntary or foundation school, it is desirable to provide this below.

This is an increasingly successful and popular school. The school's most recent Ofsted report of July 2009 stated that:

"This is a good school. In a considerable number of areas, its work is outstanding. Inspectors agree with the very positive views expressed by numerous parents. Aspects specifically highlighted by parents included the headteacher's outstanding leadership, the quality of teaching, and the friendliness and approachability of staff. The school's extremely positive attitude to inclusion, the pupils' good behaviour and the excellent provision for pupils with moderate or extreme learning difficulties were also mentioned in many responses. A number of children who entered the school in Key Stage 2, sometimes following negative experiences elsewhere, were said to have experienced a change in attitude and made rapid progress in learning because of the excellent care and guidance they received. A great number of parents mentioned their children's sheer delight at attending school.

The real strength of the school lies in the high quality of teamwork and the unwavering commitment of adults to improving the life chances of the pupils. A parent's comment sums this up: 'This is a happy and inclusive school. We love the mix and celebration of different cultures. We appreciate the relaxed, yet effective, leadership style of the headteacher, who puts her trust in parents and very ably uses the resources of the community for the good of the school. The commitment of the staff to the school and the headteacher is remarkable. We feel very lucky to be a part of it.'"

Additional information in the case of special schools

26. Where the proposals relate to a special school the following information must also be provided—

- (a) information as to the numbers, age range, sex and special educational needs of the pupils (distinguishing boarding and day pupils) for whom provision is made at the school;

Not applicable

- (b) information on the predicted rise or fall (as the case may be) in the number of children with particular types of special educational needs requiring specific types of special educational provision;

Not applicable

- (c) a statement about the alternative provision for pupils who may be displaced as a result of the alteration;

Not applicable

- (d) where the proposals would result in the school being organised to make provision for pupils with a different type or types of special educational needs with the result that the provision which would be made for pupils currently at the school would be inappropriate to their needs, details of the other schools which such pupils may attend including any interim arrangements and transport arrangements to such schools;

Not applicable

- (e) where the proposals relate to a foundation special 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.

Not applicable