

**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.

St Joseph's Catholic (VA) Primary School, Headley Way, Oxford, OX3 7SX  
(Voluntary Aided)

**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.

September 2014

**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) Objections and comments should be received by the LA by 28 May 2013
- b) Objections and comments should be sent to Diane Cameron, School Organisation & Planning, Oxfordshire County Council, County Hall, FREEPOST or emailed to [StJoStat2013-manager@myconsultations.oxfordshire.gov.uk](mailto:StJoStat2013-manager@myconsultations.oxfordshire.gov.uk) or sent using the online questionnaire at <http://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 proposal is to expand St Joseph's Catholic (VA) Primary School from 1.5 form entry to 2 form entry.

#### **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 315 and the proposed capacity of the school is 420 (Years F1 – 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;

45 pupils are currently admitted to Reception (F1). In September 2014 60 pupils will be admitted as this is the first year the proposals will be implemented on a permanent basis.

- (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.

There are currently 314 pupils on roll (Years F1 – 6)

### 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.

n/a

### 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;

n/a

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

n/a

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

n/a

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

n/a

(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.

The governing body's proposal is to increase the school admission number (at F1 entry) from 45 to 60. Because the published admission number for 2013 has already been published, the school's admission number can only now formally change from September 2014. However, the school has agreed to accept over its official admission number in 2013.

To accommodate this growth in pupil numbers, there will be some extension of the school's buildings, and a feasibility study is underway to investigate how this can best be provided, managed by the Catholic Archdiocese.

## 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) Public consultation was held between 16 January 2013 and 6 March 2013. A consultation leaflet was produced, which was circulated to all parents of pupils at the school, staff and Local Authority, Heads at Partnership primary schools, parish councils within the school's catchment area, local Councillors, MP, libraries, relevant county council teams and was also available publicly on the OCC website. It was also posted through the doors of neighbouring properties on Headley Way.

b) A public / parents' meeting was held at the school. Any interested parties were invited to attend to ask questions of OCC officers and the Headteacher and representative of the Catholic Archdiocese. No concerns other than those stated below were raised.

c) 13 responses were received during the public consultation period. 6 of these were in favour of the proposal in principle. Reasons given for supporting the proposal include:

- Need for additional Catholic pupil places for the pupils in the school's catchment area.
- Improved resourcing for the school as a result of the expansion.
- Perceived benefit to the school of simpler class organisation in a move from 1.5fe to 2fe.

6 responses objected to the proposal in principle. Reasons given for objecting include:

- Concern about traffic and parking, particularly a concern for local residents.
- Concern about insufficient facilities being provided.
- Concern about the impact on the ethos of the school.
- Concern about disruption to pupils from building works.

- Concern about additional noise for neighbours.

LA Officers responded to these concerns as follows:

*The school's Travel Plan will be updated and OCC Highways & Transport are being consulted as part of the Planning process. As usual, the expansion of the school, including traffic issues, will be subject to Planning scrutiny during the Planning application process.*

*There will inevitably be some disruption during building works but the works will all be carried out in one phase and will be planned as far as possible so that the most disruptive elements of work can be carried out during school holidays. Around this, the safety of pupils and others on the school site will be paramount and management of circulation round the school will form part of the feasibility study planning. In many schools, building works are used as topics of work with the children as they progress.*

*Two form entry schools are very common, and there is no evidence to suggest that this size of school suffers in terms of ethos or community.*

- d) All applicable statutory requirements in relation to the proposals to consult were complied with.

A copy of the consultation leaflet is available to view online on the OCC website at <http://myconsultations.oxfordshire.gov.uk> and was also available during the consultation from the school and from OCC.

## **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 estimated capital cost of delivering the necessary accommodation improvements to provide sufficient space for the school to be able to operate as a 2FE Primary School are estimated by the Catholic Archdiocese to be in the region of £1m (excluding VAT).

The cost of the required works will be shared by Oxfordshire County Council and the Catholic Archdiocese.

**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 need to provide additional pupil places at St Joseph's (VA) Catholic Primary School was an identified 'Basic Need' priority considered as part of the Council's Service & Resource Planning Process in October 2012. Additional resources of £13m were approved by Council in February 2013 as part of the 2013/14 to 2016/17 requirement to meet additional pupil provision countywide.

### Age range

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

n/a

### 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

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

n/a
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(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;

n/a

(b) any additional specialist features will be provided;

n/a

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

n/a

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

n/a

(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;

n/a

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

n/a

(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

n/a

(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.

n/a

**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.

n/a

### 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;

St Joseph's Catholic (VA) Primary School's published admission number is 45. However, the school is very popular and has been regularly oversubscribed.

Demand for pupil places across Oxfordshire generally has risen and in recent years Oxford city has experienced a significant and sustained rise in primary pupil numbers. To meet this demand additional places have been created in other Oxford primary schools each year since 2008. Looking to the future, significant additional housing is included in Oxford City Council's Core Strategy, which will, in turn, lead to increased pupil numbers across Oxford.

Within the overall need for additional primary school places, there is a specific need for places at Catholic schools. Oxford's Catholic primary schools, together currently offer 150 places. In each of the last three years, total first preference applications for Catholic primary schools in the city has exceeded 200. Applicants to Catholic primary schools in the city are less likely to secure their first preference school than applicants to non-Catholic schools.

For September 2012, 67 families had chosen St Joseph's as their first preference, and 45 places were allocated (all to baptised Catholic children). 34 applicants were refused, of which 10 were baptised Catholic.

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- (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;

The school is Catholic and Voluntary Aided. Evidence of demand is demonstrated above.
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- (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
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**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
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- (b) a statement on the local capacity to accommodate displaced pupils.

n/a
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**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).

The school is graded Good (Grade 2) by Ofsted and is operating at capacity and regularly over-subscribed. The Governing Body considers that the presumption for the expansion of successful and popular schools should apply.