

Lancashire County Council

Education Scrutiny Committee

**Friday, 25th January, 2013 at 10.30 am in Cabinet Room 'D' - County Hall,
Preston**

Agenda

Part 1 (Open to Press and Public)

No. Item

1. Apologies

2. Disclosure of Pecuniary and Non Pecuniary Interests

Members are asked to consider any Pecuniary and Non Pecuniary Interests they may have to disclose to the meeting in relation to matters under consideration on the Agenda.

3. Out Rawcliffe Church of England Primary School (Pages 1 - 56)

4. Urgent Business

An item of urgent business may only be considered under this heading where, by reason of special circumstances to be recorded in the Minutes, the Chair of the meeting is of the opinion that the item should be considered at the meeting as a matter of urgency. Wherever possible, the Chief Executive should be given advance warning of any Member's intention to raise a matter under this heading.

5. Date of the Next Meeting

The next scheduled meeting of the Committee is due to be held at 2.00pm on Tuesday 12 March 2013 in Cabinet Room 'D' at County Hall, Preston.

I M Fisher
County Secretary and Solicitor

County Hall
Preston

Education Scrutiny Committee

Meeting to be held on Friday 25 January 2013

Electoral Division affected: Wyreside
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Out Rawcliffe Church of England Primary School

Annex 'A' refers

Contact for further information:

Josh Mynott, 01772 534580, Office of the Chief Executive,

Josh.mynott@lancashire.gov.uk

Executive Summary

On 11 January 2013 the Cabinet Member for Children and Schools received a report on a proposal to close Out Rawcliffe Church of England Primary School.

After considering the report the Cabinet Member decided to:

"approve (determine) the proposal as detailed in the statutory notice: to discontinue Out Rawcliffe Church of England Primary School on 31 August 2013."

Following requests from five County Councillors in accordance with the Overview and Scrutiny "Call In" procedures, the Chair has called a special meeting of the Committee to consider calling in the above decision.

Recommendation

In accordance with the Call In procedures contained in Procedural Standing Orders (Standing Order 23 and Appendix 3) the Committee is asked to consider:

1. Whether or not to request the Cabinet Member for Children and Schools to reconsider the decision made on 11 January 2013 to discontinue Out Rawcliffe Church of England Primary School on 31 August 2013.
2. If the Committee decide to request that the decision should be called in then to determine the grounds on which the request is to be based.

Background and Advice

On 11 January 2013 the Cabinet Member received a report on the closure of Out Rawcliffe Church of England Primary School. A copy of the report is attached as **Annex 'A'**.

After considering the report the Cabinet Member decided:

"to discontinue Out Rawcliffe Church of England Primary School on 31 August 2013"

On 16 January 2013 the Chief Executive received a request, signed by five County Councillors, for the Education Scrutiny Committee to consider whether that decision should be the subject of a Call In. The request was received in accordance with Procedural Standing Orders from County Councillors Vivien Taylor, Geoffrey Roper, Andrea Kay, Jim Lawrenson and Stan Leadbetter and means that the decision taken on 11 January 2013 cannot now be implemented until the call-in procedure is completed.

The reasons given for the request as submitted by the above Members are:

- 1) Information provided by Action Group for initial consultation period was not considered by Cabinet member as this was not forwarded by officers – Action Group contacted LCC to confirm that they would resend the initial information however were informed by LCC that this would not be required, and therefore a significant amount of information was not available for consideration by the Cabinet Member
- 2) Information provided by LCC to Governing Body re type of Federation the school could become was incorrect and therefore the Governing Body could not provide the relevant information for LCC consideration for future of school
- 3) LCC commented in the report that they had only received 2 objections to the closure plus letters from the Chair of Governors and Headteacher when in fact 126 letters of objection to the proposed closure, plus a petition with over 1000 signatures, plus a proposal for a Nursery and letters of support for the school from the people who would run the Nursery, plus information detailing the proposed year on year headcount increase, plus information detailing approved planning permission for 14 units to be built within Out Rawcliffe had been provided
- 4) The LCC report recommending closure of the school stated that there was no evidence of community based activity by the school. Community activity was provided for the initial consultation and not forwarded to the Cabinet Member

To assist the Committee, the Call In procedures contained in Procedural Standing Orders (Standing Order 23 and Appendix 3) are summarised below:

- Any five County Councillors may, within three days of an executive decision being published, request that a special meeting of the relevant Overview and Scrutiny Committee be convened to consider that decision.
- The executive decision shall not be implemented until the Call In procedure is completed.
- An O&S Committee may request that an executive decision made but not yet implemented be reconsidered by the Decision Maker, or request that the Full Council decide whether to ask the Decision Maker to reconsider.

- The Committee must decide at the meeting whether or not to exercise its Call In powers.
- Any such request for reconsideration shall include the grounds upon which the request is based.
- Once the Committee has determined to make such a request, the request and the grounds upon which it is based must be registered with the Chief Executive in writing within three clear working days of the O&S Committee.
- If a request is made the Decision Maker must then reconsider the decision having regard to the grounds upon which it is based. The Decision Maker can affirm, amend or rescind their decision.
- The Decision Maker shall publish their response to a request for reconsideration and the reasons for their decision by writing as soon as is reasonably practicable to the Chair of the relevant Overview and Scrutiny Committee.
- The Decision Maker can only be required to reconsider the same decision once.
- An Overview and Scrutiny Committee shall not exercise its functions;
 - (1) where the decision has been designated by the Decision Maker as being urgent in that any delay in its implementation could adversely affect the efficient execution of the County Council's responsibilities; or
 - (2) in respect of day-to-day management and operational decisions taken by officers.

Of particular relevance in the above provisions are the requirements that the Committee must determine at the meeting whether or not to request that the decision be reconsidered, and if so to determine the grounds upon which the request is to be based.

The Committee is required to meet within 7 working days of the request being received in order to consider the call and following consultations with the Chair and Deputy Chair a special meeting has been arranged for Friday 25 January 2013 at 10;30am in Cabinet Room D at County Hall, Preston.

Consultations

N/A

Implications:

This item has the following implications, as indicated:

Risk management

There are no significant risk management implications arising from this item. However, the risk management and other implications associated with the decision are set out in Annex A to this report.

Local Government (Access to Information) Act 1985
List of Background Papers

Paper	Date	Contact/Directorate/Tel
"Out Rawcliffe Church of England Primary School" Report to Cabinet Member for Children and Schools	11 January 2013	Katrina Dale, Office of the Chief Executive, 01772 533651

Reason for inclusion in Part II, if appropriate

N/A

Report to the Cabinet Member for Children and Schools

Report submitted by: Executive Director for Children and Young People

Date 11 January 2013

Part I

Electoral Division affected: Wyreside
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Out Rawcliffe Church of England Primary School

(Appendices 'A' to 'D' refer)

Contact for further information:

Lynn Mappin, Tel no: 01772 531951, Directorate for Children and Young People,

lynn.mappin@lancashire.gov.uk

Executive Summary

This report aims to provide sufficient information on:

- the proposal to close Out Rawcliffe Church of England Primary School with effect from 31 August 2013;
- factors that the Decision Maker must take into consideration when determining the proposal and commentary on how the proposal addresses these factors; and
- the responses received during the statutory notice period

in order for the Decision Maker to make a determination in respect of the proposal.

In the early months of 2012, local authority officers and officers representing Blackburn Diocese discussed the future of Out Rawcliffe CE Primary School with the school's governing body. The discussions arose as a result of concerns about the school's educational and financial viability due to rapidly declining pupil numbers and budgetary difficulties. After considering the feasibility of continuing as at present; collaborating or federating with another school; or consulting on the future of the school, on 22 March 2012 the governing body agreed to pursue the latter option.

On 8 May 2012, Cabinet Member for Children and Schools agreed to stage 1 consultation on a proposal to close Out Rawcliffe CE Primary School with effect from 31 August 2013.

Between 14 May 2012 and 20 July 2012 the authority consulted on a proposal to close Out Rawcliffe Church of England Primary School with effect from 31 August 2013. After considering the consultation outcome and agreeing (on 27 September 2102) to proceed with the proposal, the authority published a statutory notice on 8 October 2012. In accordance with the statutory process for school discontinuance proposals, the notice invited representations (objections or comments) within the statutory six week notice period, i.e. from 8 October 2012 to 19 November 2012.

Under the statutory school discontinuance procedure, a decision should now be taken about the proposal. If the authority fails to decide the proposal within two months from the end of the representation period, the proposal and any representations about the proposal must be passed to the schools adjudicator for decision.

The constitutional arrangements of the County Council provide for the decision to be taken by the Cabinet Member for Children and Schools.

This is deemed to be a Key Decision and Standing Order 25 has been complied with.

Recommendation

The Cabinet Member for Children and Schools is recommended to:

- (i) consider the information in this report;
- (ii) approve (determine) the proposal as detailed in the statutory notice: to discontinue Out Rawcliffe Church of England Primary School on 31 August

2013; and

- (iii) approve that an appropriate statutory decision letter be sent out as specified under legal requirements to give the reasons for the decision to those who are to be informed of them.

Background and Advice

After the authority's publication of a statutory notice on 8th October 2012 and expiry on 19 November 2012 of the six week statutory period for representations to be made about the proposal, the authority is now at stage 4 of the 5 stage statutory process. This is summarised below:

Action	Timescale
Stage 1 consultation on the proposal referred to above.	14 May 2012 to 20 July 2012
Publish statutory notices	8 October 2012
Representation	8 October 2012 to 19 November 2012 (6 weeks)
Decision	11 January 2013
Implementation (if the decision is to approve the proposal)	31 August 2013

Full details of the school discontinuance proposals to be considered are in Appendix 'A'. The information contains the published notice and complete proposal.

Checks on receipt of Statutory Proposals

Before judging the merits of a statutory proposal, DFE Guidance 'Closing a Maintained Mainstream School, a Guide for Local Authorities and Governing Bodies' advises that there are four key issues which the Decision Maker should consider:

- Is any information missing?
- Does the published notice comply with statutory requirements?
- Has statutory consultation been carried out prior to the publication of the notice?
- Are the proposals 'related' to other published proposals (and should therefore be considered together)?

There is no information missing. The information is provided in the published notice and complete proposal at Appendix 'A'.

The published notice complies with statutory requirements.

Statutory consultation was carried out prior to the publication of the notice. Cabinet report dated 27 September 2012 provides details of the stage 1 consultation and responses received.

The proposal is not 'related' to any other published proposals.

Representations

By the close of the representation period on 19th November 2012, the local authority had received four written representations: two joint responses from the associate headteacher and chair of governors of Out Rawcliffe CE Primary, on behalf of the governing body, and two individual objections as follows:

Joint responses

The associate headteacher and chair of governors responded on behalf of the governing body to state that the relevant documentation regarding their representations was already with the local authority (at stage 1 consultation) and they had nothing significant to add. A separate letter was later received from the same individuals, on behalf of the governing body, stating that the associate headteacher would be willing to take on a collaborative headship at Out Rawcliffe CE Primary School on a permanent basis and outlining a plan for dealing with the budget deficit at the school.

Individual objections

The two individual objections, one from a local resident, and one from a former governor of the school who is also a local resident and former local GP, cited the following reasons against closure:

- The school has played an important role in educating children of the parish successfully since it was founded in 1847;
- It is vital that primary education is provided in the parish – close to home within their own supportive community;
- Rural areas need village schools in order to prosper and the school enables children to connect with rural life;
- Up until the last four years the school has had an outstanding record including a succession of glowing OFSTED reports;
- The population of Britain is growing;
- The school building is designed to a very high standard;
- The governing body should be given the professional help they need to resolve the issues at the school that have led to the fall in pupil numbers;
- The community values the school and it is essential for community cohesion.

Comments

The Decision Maker (in this case the Cabinet Member for Children and Schools) took into account the views of respondents during the stage 1 consultation process when making the decision to progress to the next stage in the process (the publication of statutory notices). The Decision Maker is required, at this stage, to take account of statutory objections and comments made during the representation period.

Officers responded to the second letter from the associate headteacher and chair of governors to say that, in order for the Decision Maker to fully consider the outlined

plan and make an informed decision on the statutory proposal, the following was required:

- Written confirmation from the governing bodies of both schools that they are committed to enter into a hard federation;
- An indication of a strategy around the delivery of education to pupils in both schools, given the significant distance between the schools; and
- Information on how a hard federation would address the financial situation it would inherit as a result of the budget deficit at Out Rawcliffe CE.

Correspondence was received by the authority on 6th December 2012 from the Chairs of Governors of Out Rawcliffe CE Primary School and Melling St Wilfrid's CE Primary School confirming that the schools had agreed to enter into a soft federation and further information on a strategy for dealing with the budget deficit was provided. This information is provided at Appendix 'B'.

Comments in relation to the points made during and after the representation period are covered in the information in the next section 'Factors that the Decision Maker must take into consideration when determining the proposal'.

All responses received have been placed on a file available in the Members' Retiring Room. All consultation responses are available for public inspection through Lancashire County Council Pupil Places and Access Service (Telephone 01772 531957).

Factors that the Decision Maker must take into consideration when determining the proposal

Local Authorities are under a duty to deliver excellence and equity in the school system and to create a school system shaped by parents. Central Government expects that weak schools should be closed and that the best schools are able to expand.

The Education and Inspections Act 2006, and Regulations made thereunder, provide that Decision Makers must have regard to guidance issued by the Secretary of State when taking a decision on closure proposals. Department for Education guidance 'Closing a Maintained Mainstream School' provides the following statutory guidance.

Standards

Decision Makers should be satisfied that proposals for a school closure will contribute to raising local standards of provision and will lead to improved attainment for children and young people.

Comment

Out Rawcliffe CE Primary School was inspected in January 2012 and was judged to be satisfactory in all areas (achievement of pupils, quality of teaching and leadership and management) apart from one area (behaviour and safety of pupils) which was

judged to be good. The school's overall effectiveness rating was satisfactory. A satisfactory judgement means that features are of a reasonable quality and the school is providing adequately for its pupils.

Should the closure proposal be approved, pupils at Out Rawcliffe CE can access available places at neighbouring schools (the section on Provision for Displaced Pupils provides more information). Standards of education at schools neighbouring Out Rawcliffe CE as judged by the most recent Ofsted reports, are either good or outstanding as follows:

Great Eccleston Copp CE - Good
 St Mary's Catholic - Good
 Stalmine Primary - Good
 Nateby Primary - Outstanding
 St Williams Catholic - Good
 Hambleton Academy -Outstanding

Provision for Displaced Pupils

The Decision Maker should be satisfied that there is sufficient capacity to accommodate displaced pupils in the area, taking into account the overall supply and likely future demand for places. The quality and popularity of these schools should also be considered.

Comment

Pupil numbers on roll (NOR); published admission numbers (PAN); and the physical capacity of Out Rawcliffe CE and neighbouring schools are listed below:

School	PAN	NOR (Autumn 2012 School Census)								Capacity
		Rec	Y1	Y2	Y3	Y4	Y5	Y6	Total	
Out Rawcliffe CE	10	1	1	2	2	2	3	0	11	70
Gt Eccleston Copp CE	30	23	19	19	20	27	15	13	136	205
St Mary's Catholic	15	8	7	5	8	3	6	5	42	90
Stalmine	15	15	11	12	11	9	7	10	75	105
Nateby	13	11	5	9	6	8	8	4	51	90
St Williams Catholic	15	6	5	4	3	9	3	8	38	90
Hambleton	30	34	30	29	30	31	23	24	201	177

Since the Census return was completed Out Rawcliffe CE has lost one pupil, reducing the total number on roll to 10.

The above information demonstrates that there are enough available places at Great Eccleston Copp CE (one of the closest schools to Out Rawcliffe CE) to admit all of the current pupils at Out Rawcliffe CE if they chose to apply there. However, there are sufficient places available at other schools to provide parents with an element of choice in alternative provision.

The Cabinet report dated 27th September 2012 demonstrated that the births in the area associated with children in the current Reception year are higher than for the following two years (the 2013 and 2014 Reception intakes) and the forecast 2015 intake is only slightly higher. In addition, there are currently no known plans for significant amounts of new housing in the area. Even with 10 fewer primary school places per year, there are more than sufficient school places in the area for the foreseeable future.

Surplus Places

The Decision Maker should normally approve proposals to close schools in order to remove surplus places where the school proposed for closure has a quarter or more places, and at least 30 surplus places.

Comment

There are 60 unfilled places at Out Rawcliffe CE, amounting to 86% surplus places.

Diversity

The Decision Maker should consider how proposals will impact on local diversity by considering the range of schools in the area and how the closure of the school will impact on the aspirations of parents, help raise local standards and narrow attainment gaps.

Comment

There are six schools within four miles of Out Rawcliffe CE that offer parents a choice of provision should Out Rawcliffe CE close. There are two community; one Church of England; and two Catholic schools that are maintained by Lancashire County Council and one Academy school. All have higher standards of education than Out Rawcliffe CE, as assessed by Ofsted.

Balance of Denominational Provision

The Decision Maker should not normally approve the closure of a faith school where the proposal would result in a reduction in the proportion of denominational places in the area. However, this guidance does not apply where the school is severely under-subscribed.

Comment

Out Rawcliffe CE is severely under-subscribed with an admission number of 10 and one child in each of years Reception and Y1, and 86% surplus places overall. The proposed closure is supported by the Blackburn Church of England Diocese.

Impact on Community

Where schools are a focal point for family and community activity, providing extended services for a range of users, the Decision Maker should consider the effects of closure on families and the community, including consideration of alternative venues for the delivery of extended services.

Comment

Prior to and throughout the stage 1 consultation period and the representation period no evidence has been provided as to what extended activities the school actually provides for families or the local community. The school was investigating the establishment of a nursery / forest school during stage 1 consultation but no further information on this possible development has since been provided.

Travel and Accessibility for all

The Decision Maker should bear in mind that proposals should not have the effect of unreasonably extending journey times or increasing transport costs or result in too many children being prevented from travelling sustainably.

Comment

Out Rawcliffe CE is located in a sparsely populated area and some of the pupils already receive assistance with school transport. The closest alternative schools, as measured by walking distances are St Mary's Catholic, Great Eccleston at 2.28 miles away and Great Eccleston Copp CE at 2.77 miles distant. Other schools such as Hambleton Academy, Nateby Primary, St Williams Catholic Primary and Stalmine Primary are all within 4 miles of the school and may present reasonable alternatives for some pupils currently at Out Rawcliffe CE but living reasonably close to one of the other schools. The local authority will pay the costs of crossing the Cartford Toll Bridge for children and parents/carers needing to access schools on the other side of the bridge, provided that children are eligible for assistance with school transport.

Rural Schools and Sites

Out Rawcliffe CE is designated as a rural school and there is a presumption against the closure of rural schools. Any case for closure should be strong and clearly in the best interests of education provision in the area. Evidence must be provided to show that the proposers have carefully considered:

- Alternatives to closure, including federation with another local school to increase the school's viability; or the scope for extended services to provide local community services;
- The transport implications; and
- The overall and long term impact on local people and the community.

Comment

The transport implications and impact on community have been covered above.

The case for closure is primarily based on the financial viability of the school and its ability to set a balanced budget whilst sustaining sufficient quantity and quality of staff in order to provide a high standard of education for pupils. There is an immediate and urgent issue with the school budget that cannot be addressed through the provision of extended services on the same site, even if suitable services could be found. The school carried forward a deficit of around £29,500 to the 2012/13 financial year, representing around 14% of the Individual School Budget.

The local authority has provided a range of support for Out Rawcliffe CE Primary School over recent years, including financial support for the budget deficit over the last three consecutive years. In the months leading up to the start of stage 1 consultation, local authority officers and officers representing Blackburn Diocese had been in discussion with the governing body over the future of the school. It was the view of the authority and Blackburn Diocese that, unless the school collaborated or federated with another school, the school would be unable to continue in its present form. After considering the feasibility of continuing as at present; collaborating or federating with another school; or consulting on the future of the school, on 22 March 2012 the governing body agreed to pursue the latter option. This is because earlier attempts to secure collaboration with other primary schools had failed. No new offers came to light during the stage 1 consultation process and it is only in the latter stages of the representation period that there was an indication from Out Rawcliffe CE that collaboration with another school may be possible. Confirmation of agreement to a soft federation between Out Rawcliffe CE and Melling St Wilfrid's CE was received from the Chairs of Governors of both schools outside of the representation period and the documentation is attached at Appendix 'B'.

Officers had requested written confirmation from both Out Rawcliffe CE and Melling St Wilfrid's CE governing bodies that they were committed to entering into a hard federation. A hard federation was specifically requested as this requires a statutory process under the School Governance (Federations) (England) Regulations 2012 made under Section 24 of the Education Act 2002 for the establishment of a single governing body for both schools. The process requires consultation with the school community including staff and parents and demonstrates a real commitment to changed governance arrangements to facilitate streamlined decision making across all areas of responsibility including budgetary and staffing decisions.

A soft federation retains the existing governing bodies and a joint committee is established, with representatives from both governing bodies, which makes recommendations to the individual governing bodies on issues such as the budget and staffing. A soft federation is far less robust than a hard federation in terms of decision making around staff appointments and the deployment of staff and budgets. For these reasons, a soft federation does not offer the same level of sustainability for individual schools compared to that offered by a hard federation. A summary of the main differences between types of federations, produced by the National Foundation for Educational Research, is attached at Appendix 'B'.

A number of schools in Lancashire already have soft federation arrangements but the schools concerned are in different circumstances to Out Rawcliffe CE – having larger pupil numbers, more sustainable budgets and being geographically located more closely to their partner school(s).

Whilst the budgetary proposals submitted by Out Rawcliffe CE may be sustainable in the first year of the new formula funding arrangements applying to the Dedicated Schools Grant (DSG) there is no guarantee that this will be the case in future. The amount of lump sum funding per school is only guaranteed for one year by the Department for Education. Any reduction in future years will impact heavily on very small schools with less flexibility in their budget and staffing arrangements.

The submission by Out Rawcliffe CE around a strategy for the delivery of education to pupils in both schools, given the significant distance between the schools (26 miles), did not address concerns around the ability to effectively deal with emergency situations or how, in practice, the school would attract and retain a sufficient calibre of staff to take on the role of assistant head with a full time teaching commitment.

The authority has since received a communication from the Blackburn Diocese stating the Board's position concerning the sustainability of a high standard of education for the school's pupils. The position of the Diocese is that, if the school is to remain open, the only option is a hard federation with another school. A copy of the letter from the Blackburn Diocese is included at Appendix D.

Out Rawcliffe CE Primary School has not provided evidence of providing extended services to the wider community.

Every Child Matters

The Decision Maker should consider how proposals will help every child and young person achieve their full potential: to be safe; enjoy and achieve; make a positive contribution to the community and society; and achieve economic well-being.

Comment

If the proposal to close the school is approved, children will be able to access places at surrounding schools with higher Ofsted ratings; therefore the potential to enjoy and achieve and, ultimately, to achieve economic well-being is improved. The ability to make a positive contribution to community and society may also be improved, (the implementation of the proposal should not have a detrimental impact on this); and the safety of children should be unaffected as all schools should be a safe environment.

Equal Opportunity Issues

The Decision Maker should consider whether there are any sex, race or disability discrimination issues that arise from the changes being proposed.

Comment

A full Equality Analysis is attached at Appendix 'C'. There are no sex, race or disability discrimination issues that arise from the changes being proposed.

Community Cohesion and Race Equality

The impact on community cohesion should also be considered by the Decision Maker, taking account of the community served by the school and the views of different sections within the community.

Comment

Out Rawcliffe is a very sparsely populated community and the pupils live some distance away from the school and each other. The closure of the school may impact on friendship groups between pupils and their respective families. However, there is no evidence of a wider impact as the school does not provide a range of extended services for the local community and, therefore the impact of its closure on the community is difficult to measure.

Views of Interested Parties

The Decision Maker should consider the views of all those affected by the proposals or who have an interest in them.

Comment

A summary of written representations are included in the report and will be available for viewing in the Members Retiring Room.

Consultations

Full details of the consultation process are set out in Appendix 'A'.

Conclusions

Following a period of support by the local authority to Out Rawcliffe CE and discussion about the future of the school with the governing body and Blackburn Church of England Diocese, the governing body agreed, at a meeting on 22nd March 2012, to begin consultation on the future of the school. The local authority, therefore, made a proposal to close Out Rawcliffe CE and consulted upon the proposal. A recommendation is now being made for closure based on the following factors:

- rapidly falling pupil numbers over the past five years, from 50 in 2007/08 to 10 in 2012/13;
- little prospect of pupil numbers improving as more recent birth levels are below those for 2007/08 (children that are in the current Reception year) and minimal potential for new housing in the area;
- the school's budget deficit situation for the last three years, which has worsened and is now at around 14% of the Individual School Budget;

- the significant number of surplus places, requiring a disproportionate amount of the schools budget to be spent on fixed costs such as energy and maintenance, rather than on staffing and educational resources.

In considering the impact of the proposal the following additional factors should be considered:

- displaced pupils will be able to attend other surrounding schools that are of a higher quality, as judged by Ofsted, than Out Rawcliffe CE, thereby increasing the potential for improved educational attainment for those affected; and
- the school has not provided evidence of community activities for the rural community it serves and, therefore, the practical impact of closure on the surrounding community is unlikely to be significant.

The Blackburn Diocesan Board's position is that the only option for the school, if it is to remain open, is a hard federation. Since a hard federation has not been agreed to by either Out Rawcliffe CE or the identified partner school then the recommendation is that the proposals should be determined as published: to discontinue Out Rawcliffe Church of England Primary School on 31st August 2013.

Implications:

This item has the following implications, as indicated:

Risk management

The Authority has a statutory duty to secure high quality school places for its residents. A failure to address the falling numbers and consequent concerns around the future educational viability of the school runs the risk of the Authority being seen by DfE and Ofsted to be failing in its statutory responsibilities. Alternative school places can be secured for children affected by the proposed closure at schools with good or outstanding standards of education, as judged by Ofsted.

There are implications for staff employed in the school but the Authority has experience in staff redeployment and retraining and a good record in avoiding compulsory redundancies.

Financial Implications

The closure of Out Rawcliffe CE Primary School would not have an impact on the Dedicated Schools Grant (DSG). Any saving arising from the closure of Out Rawcliffe CE Primary School, remains within the DSG and can then be allocated to the benefit of pupils attending other Lancashire schools. Out Rawcliffe Primary CE School staff would be at risk of redundancy at 31st August 2013 and the cost of the redundancies would fall to the Authority.

Equality and Diversity

A full Equality Analysis is attached at Appendix 'C'.

List of Background Papers

Paper	Date	Contact/Directorate/Tel
Written responses received during representation period and beyond.	Oct to Dec '12	Steph Rhodes; Directorate for Children and Young People; Provision Planning Team Tel No: 01772 531957
Reason for inclusion in Part II, if appropriate		
N/A		

Appendix 'A'

MATTERS TO BE SPECIFIED IN SECTION 15 PROPOSALS TO DISCONTINUE A SCHOOL

Extract of Schedule 4 to The School Organisation (Establishment and Discontinuance of Schools)(England) Regulations 2007 (as amended):

Contact details

1. The name of the LA or governing body publishing the proposals, and a contact address, and the name of the school it is proposed that should be discontinued.

The proposal to discontinue Out Rawcliffe Church of England Primary School, Crook Gate Lane, Out Rawcliffe, Preston, PR3 6BH is published by Lancashire County Council, the relevant local authority. The authority can be contacted at the following address: Directorate for Children and Young People, Provision Planning Team, PO Box 61, County Hall, Preston, PR1 8RJ, Lancashire.

Implementation

2. The date when it is planned that the proposals will be implemented, or, where the proposals are to be implemented in stages, information about each stage and the date on which each stage is planned to be implemented.

31 August 2013.

Consultation

3. A statement to the effect that all applicable statutory requirements to consult in relation to the proposals were complied with.

The statutory consultation requirements, as prescribed by the Education and Inspections Act 2006 and the School Organisation (Establishment and Discontinuance of Schools) (England) Regulations 2007, as amended, have been complied with.

4. Evidence of the consultation before the proposals were published including:

- a) a list of persons and/or parties who were consulted;
- b) minutes of all public consultation meetings;
- c) the views of the persons consulted; and
- d) copies of all consultation documents and a statement of how these were made available.

The authority issued a consultation document on 14 May 2012 and the consultation period ran from that date to 20 July 2012.

The main consultees that consultation documents were sent to included governors, staff, pupils and parents/guardians at Out Rawcliffe Church of England Primary School ; Headteachers and Governing Bodies of other primary and nursery schools within a five mile radius of Out Rawcliffe in the Wyre and Fylde areas; Blackpool Unitary Authority and Wyre and Fylde Borough Councils. A complete list of consultees is included at page 14 of the consultation document, which can be viewed at the link below.

The consultation documents were distributed in hard copy and electronically and were also published on the Internet at

www.lancashire.gov.uk/schoolorganisationreviews

The consultation document forms an integral element of these complete proposals. Copies of the complete proposals can be inspected at Out Rawcliffe Church of England Primary School, the Area Education Office (North) at the White Cross Education Centre, Quarry Road, Lancaster, LA1 3SQ, Lancaster City Hall, Wyre and Fylde Councils and local libraries. Hard copies of the complete proposal documentation will be made available on request and can be obtained from the Directorate for Children and Young People, Provision and Planning Team, PO Box 61, County Hall, Preston, PR1 8RJ. They will also be available on the above website.

As part of the consultations, meetings were held with a range of people including members of the governing body and staff employed at Out Rawcliffe Church of England Primary School. An appointment led event, rather than a public meeting was held between 3.00pm and 8.00pm on Thursday 24 May 2012 at Out Rawcliffe Church of England Primary School. This format of meeting is preferred as it allows the local authority to manage the process effectively, minimise waiting times and ensure that appropriate officers are available to offer any interested parties, either individually or in small groups, advice and guidance to enable them to gain a better understanding on all of the aspects of the proposals.

A school closure consultation was held on June 11th 2012 for the pupils of Out Rawcliffe CE Primary School. The whole school, 12 pupils of mixed age and sex, took part in the consultation which was facilitated by a LCC non school employee with a teaching assistant supporting the session. Activities were undertaken to explore how the children felt and enable them to express their opinions. The pupils were unanimous in that they did not want the school to close and they explored the reasons for this during the activities.

The views from the meetings and the 396 written responses to the consultations are detailed and analysed in the report to the Cabinet Member

for Children and Schools that was considered on 27 September 2012 and forms an integral element to these complete proposals. The responses in support of the proposal were from governors and teachers at another school and a parent/guardian of a future pupil of Out Rawcliffe School. The respondents who neither agreed nor disagreed with the proposal were from interested members of the local community. 97% of respondents either disagreed or strongly disagreed with the proposal to close the school. 79% of these responses were from interested members of the local community. Those that responded as 'interested members of the local community' consisted of people living in Out Rawcliffe, Great Eccleston and Little Eccleston in the main, with some respondents from more outlying areas. In addition there was opposition from parents, staff and some individual governors of Out Rawcliffe CE School; the local MP; Parish and Borough Councillors; a school governor and members of staff at other schools; and former staff, parents or pupils of Out Rawcliffe CE School.

All relevant statutory requirements regarding consultation on these proposals were complied with.

Objectives

5. The objectives of the proposal.

The objective of the proposal is to close Out Rawcliffe Church of England Primary School with effect from 31 August 2013.

Standards and Diversity

6. A statement and supporting evidence indicating how the proposals will impact on the standards, diversity and quality of education in the area.

The county council is committed to improving the quality of educational provision to help raise standards for all learners so that every child has the opportunity to receive an excellent education whatever their background and wherever they live. The authority wants to provide excellence for all children in Lancashire.

Out Rawcliffe Church of England Primary School is a small, voluntary aided rural primary school within the Diocese of Blackburn. Pupil numbers have been falling over the past four years: at January 2008 52 pupils were on roll, which has reduced year by year to 16 pupils at January 2012.

The school was inspected in January 2012 and was judged to be satisfactory in all areas (achievement of pupils, quality of teaching and leadership and management) apart from one area (behaviour and safety of pupils) which was judged to be good. The school's overall effectiveness rating was satisfactory. A satisfactory judgement means that features are of

a reasonable quality and the school is providing adequately for its pupils.

In recent months, Local Authority Officers and officers representing Blackburn Diocese have been in discussion with school governors over the future of the school. After considering the feasibility of continuing as at present; collaborating or federating with another school; or consulting on the future of the school, on 22 March 2012 the governors agreed to pursue the latter option.

Schools that experience declining numbers of pupils on roll are adversely affected in budgetary terms making it increasingly difficult to provide a broad and balanced curriculum and there is concern about the future financial viability of the school.

The diversity of school provision is illustrated in the table showing the availability of places at primary schools in the Out Rawcliffe area on page 8 of the consultation document. There is one community school, one Church of England school, one Catholic school and an Academy school within 4 miles of Out Rawcliffe Church of England Primary School.

The standards of education offered by neighbouring schools, as judged by the most recent Ofsted reports are as follows: Great Eccleston Copp CE and St Mary's Catholic – Good; and Nateby Primary and Hambleton Primary Academy – outstanding.

Provision for 16-19 year olds

7. Where the school proposed to be discontinued provides sixth form education, how the proposals will impact on:

- a) the educational or training achievements;
- b) participation in education or training; and
- c) the range of educational or training opportunities,

for 16-19 year olds in the area.

N/A

Need for places

8. A statement and supporting evidence about the need for places in the area including whether there is sufficient capacity to accommodate displaced pupils.

There are sufficient places in all of the year groups at neighbouring schools to admit pupils from Out Rawcliffe CE. Great Eccleston Copp is a voluntary aided Church of England school and places are currently available in each of its year groups for any children that wish to continue with a Church of England education.

The Pupil Numbers and Forecasts section in the consultation document on pages 6 to 8 details the availability of places at other schools as at January 2012, including a table showing the numbers on roll in each year group in the two closest schools to Out Rawcliffe Church of England Primary School.

The birth rate in the area is steady and there are currently no plans for a significant amount of new housing. No external factors have been identified that would cause the school's roll to increase in the short to medium term.

9. Where the school has a religious character, a statement about the impact of the proposed closure on the balance of denominational provision in the area and the impact on parental choice.

There are sufficient places in all of the year groups at neighbouring schools to admit pupils from Out Rawcliffe CE. Great Eccleston Copp is a voluntary aided Church of England school and places are currently available in each of its year groups for any children that wish to continue with a Church of England education.

If Out Rawcliffe CE closes, parents will be assisted to find a place for their child in another local school and they will be able to express a preference for their preferred alternative school.

The standards of education offered by neighbouring schools, as judged by the most recent Ofsted reports are as follows: Great Eccleston Copp CE and St Mary's Catholic – Good; and Nateby Primary and Hambleton Primary Academy – outstanding.

In recent months, Local Authority Officers and officers representing Blackburn Diocese have been in discussion with school governors over the future of the school. After considering the feasibility of continuing as at present; collaborating or federating with another school; or consulting on the future of the school, on 22 March 2012 the governors agreed to pursue the latter option.

Current School Information

10. Information as to the numbers, age range, sex and special educational needs of pupils (distinguishing between boarding and day pupils) for whom provision is made at the school.

Out Rawcliffe Church of England Primary School is a co-educational day primary school providing for pupils of all abilities. At the January 2012 termly school census there were 7 male and 9 female pupils aged between 3 and 11 on roll.

Out Rawcliffe Church of England Primary School does not have a designated special educational needs facility or reserved places for pupils with special educational needs. The school does provide for pupils with

statements of special educational needs.

Displaced Pupils

11. Details of the schools or FE colleges which pupils at the school for whom provision is to be discontinued will be offered places, including:

- a) any interim arrangements;
- b) where the school included provision that is recognised by the LA as reserved for children with special educational needs, the alternative provision to be made for pupils in the school's reserved provision; and
- c) in the case of special schools, alternative provision made by LAs other than the authority which maintains the school.

No interim arrangements are proposed.

Out Rawcliffe CE is located in a sparsely populated area and some of the pupils already receive assistance with school transport. The closest alternative schools are St Mary's Catholic, Great Eccleston at 2.28 miles away and Great Eccleston Copp CE 2.77 miles away; Hambleton Academy and Nateby Primary are within 4 miles. Some Out Rawcliffe pupils live closer to alternative schools than they do to Out Rawcliffe CE.

There are sufficient places at neighbouring schools to admit pupils from Out Rawcliffe CE. Great Eccleston Copp is a voluntary aided Church of England school and places are currently available in each of its year groups for any children that wish to continue with a Church of England education.

If Out Rawcliffe CE closes, parents will be assisted to find a place for their child in another local school and they will be able to express a preference for their preferred alternative school.

The local authority does not have provision that is reserved for pupils with special educational needs at Out Rawcliffe Church of England Primary School. Future special educational needs provision will be reviewed in consultation with pupils, parents and possible alternative schools.

12. Details of any other measures proposed to be taken to increase the number of school or FE college places available in consequence of the proposed discontinuance.

The Need for Places section above confirms that there are sufficient places at neighbouring schools to admit pupils from Out Rawcliffe CE.

Impact on the Community

13. A statement and supporting evidence about the impact on the community and any measures proposed to mitigate any adverse impact.

Out Rawcliffe CE is located in a sparsely populated area and some of the pupils already receive assistance with school transport. The closest alternative schools are St Mary's Catholic, Great Eccleston at 2.28 miles away and Great Eccleston Copp CE 2.77 miles away; and Hambleton Academy, and Nateby Primary are within 4 miles. Some Out Rawcliffe pupils live closer to alternative schools than they do to Out Rawcliffe CE. Given the pattern of alternative school places, and dependent on choices made by parents, it is possible for pupils to attend schools close to their existing communities.

Pupils and families could continue to access community services and facilities near to their homes.

The school site is not owned by the local authority and is subject to a reverter clause requiring it to revert to the trustees (or their descendents) should it no longer be used for a school providing for statutory school age children.

14. Details of extended services the school offered and what it is proposed for these services once the school has discontinued.

Whilst, during the consultation exercise, a number of respondents stated that the school has been / is the focal point for the community, no evidence has been provided as to what activities the school actually provides for the local community.

Since the stage 1 consultation process, the school has been arranging a 'Forest School' which runs in the wood on the school site. This is outdoor based teaching and can run as required from early morning until parents finish work in the evening. The service could also be offered during the school holidays as and when required.

Travel

15. Details of the length and journeys to alternative provision.

The authority's aim is that primary aged pupils' journeys should not take more than three quarters of an hour and ideally should be within a two mile radius of the school they attend. However, Out Rawcliffe Church of England Primary School is located in a sparsely populated area with some of the pupils already receiving assistance with school transport.

The closest alternative schools measured by walking distance are: St Mary's Catholic, Great Eccleston (2.28 miles away) and Great Eccleston Copp CE (2.77 miles away). Hambleton Academy and Nateby Primary are within 4 miles.

Some Out Rawcliffe pupils live closer to alternative schools than they do to Out Rawcliffe CE.

16. The proposed arrangements for travel of displaced pupils to other schools including how they will help to work against increased car use.

A number of pupils attending Out Rawcliffe CE currently receive assistance with home to school transport. It is not possible to estimate whether this proposal will lead to an increased use of transport as it depends on the alternative provision chosen by parents.

It is the policy of the authority to provide assistance with home to school transport for pupils under eight years of age if the school that the pupil attends is the nearest suitable school and it is two miles or more from the pupil's home. The qualifying distance extends to three miles for pupils of eight years of age and over.

For pupils on free school meals or parents receiving the maximum amount of working tax credit (low income families) the qualifying distance remains at two miles when the child reaches eight years of age.

For pupils that do qualify for home to school transport the local authority will assess the most cost effective and reasonable way to do this. Due to the rurality of the area, this may involve the use of taxis.

The local authorities full home to school transport policy can be viewed at the link provided below:

http://www3.lancashire.gov.uk/corporate/atoz/a_to_z/service.asp?u_id=784&tab=20

Related Proposals

17. A statement as to whether in the opinion of the LA or governing body, the proposals are related to any other proposals which may have been, are, or are about to be published.

In the opinion of the local authority, the proposal is not related to other proposals which have been, are, or are about to be, published.

Rural Primary Schools

18. Where proposals relate to a rural primary school designated as such by an order made for the purposes of section 15, a statement that the LA or the governing body (as the case may be) considered:

- a) the likely effect of discontinuance of the school on the local community;
- b) the availability, and likely cost to the LA, of transport to other schools;
- c) any increase in the use of motor vehicles which is likely to result from the discontinuance of the school, and the likely effects of any such increase;

and

d) any alternatives to the discontinuance of the school, as required by section 15(4)

Out Rawcliffe Church of England Primary is a small, voluntary aided rural primary school within the Diocese of Blackburn. Pupil numbers have been falling over the past four years: at January 2008 52 pupils were on roll, which has reduced year by year to 16 pupils at January 2012. Births in the area are steady and there are currently no plans for significant amounts of new housing, therefore there no external pressures have been identified that would cause the school's roll to increase in the short to medium term. The admission number of the school is 10, the physical capacity is 70 and surplus places currently stand at 77%. Due to the high number of surplus places at the school the LA is required to explain reasons for the surplus and any action it intends to take to the Department for Education on an annual basis.

Given the pattern of alternative school places, and dependent on choices made by parents, it is possible for pupils to attend schools close to their existing communities. During the consultation exercise, no evidence was provided of community activities held at Out Rawcliffe CE and pupils and families could continue to access community services and facilities near to their homes.

The authority's aim is that primary aged pupils' journeys should not take more than three quarters of an hour and ideally should be no more than two miles. Out Rawcliffe Church of England Primary School is located in a sparsely populated area with some of the pupils already receiving assistance with school transport. The closest alternative schools measured by walking distance are: St Mary's Catholic, Great Eccleston (2.28 miles away) and Great Eccleston Copp CE (2.77 miles away). Hambleton Academy and Nateby Primary are within 4 miles. Some Out Rawcliffe pupils live closer to alternative schools than they do to Out Rawcliffe CE and it is not possible to say whether the proposal will lead to an increased use of transport as it depends on parental preferences for alternative provision. However, as the number of pupils is small, any increases travel costs to the LA will be small and more than offset by the amount of funding that has been provided to the school over the past three years in order for it to balance the budget.

Since the 2010/11 financial year, Out Rawcliffe CE has carried forward a deficit budget. The deficit has increased year on year and the school carried forward a deficit of around £29,500 to the 2012/13 financial year, representing around 14% of the Individual School Budget. The only sustainable option for Out Rawcliffe CE is for the school to have a part-time headteacher, or one shared with another school on a permanent basis. Even then, the budget would be extremely tight, leaving very little flexibility to make alternative arrangements for staff cover and other unplanned for events. The local authority has endeavoured to find a primary school that would agree to collaborate or federate with Out Rawcliffe CE and thus make

financial savings through the sharing of senior staff. This has not proved possible. Given this situation, on 22 March 2012, the governing body agreed to a consultation exercise on the closure of the school.

Maintained nursery schools

19. Where proposals relate to the discontinuance of a maintained nursery school, a statement setting out:

- a) the consideration that has been given to developing the school into a children's centre and the grounds for not doing so;
- b) the LA's assessment of the quality and quantity of alternative provision compared to the school proposed to be discontinued and the proposed arrangements to ensure the expertise and specialism continues to be available; and
- c) the accessibility and convenience of replacement provision for local parents.

N/A

Special educational provision

20. Where existing provision that is recognised by the LA as reserved for pupils with special educational needs is being discontinued, a statement as to how the LA or the governing body believes the proposal is likely to lead to improvements in the standard, quality and/or range of the educational provision for these children.

Out Rawcliffe Church of England Primary School does not have a designated special educational needs facility or reserved places for pupils with special educational needs (SEN). However, it provides support for pupils with SEN, including those with statements.

When discontinuation proposals are proposed it is important to review the needs of pupils with statements and, following consultations with them and their parents, to name for certain pupils the alternative school where provision would be made for them. Where pupils have special educational needs but are not statemented, action is taken to enable continuity of support to be provided. Out Rawcliffe Church of England Primary School does not currently have any statemented pupil on roll.

Out Rawcliffe Church of England Primary School

Notice is given in accordance with section 15(1) of the Education and Inspections Act 2006 that Lancashire County Council, PO Box 61, County Hall, Preston, PR1 8RJ intends to discontinue Out Rawcliffe Church of England Primary School, Crook Gate Lane, Out Rawcliffe, Preston, PR3 6BH on 31 August 2013.

All relevant statutory requirements regarding consultation on this proposal have been complied with.

There are currently sufficient places available for all displaced pupils to be offered places in schools in all of the year groups at neighbouring schools, one of these schools being a voluntary aided Church of England school for any children that wish to continue with a Church of England education. If Out Rawcliffe CE Primary School closes, Lancashire County Council will work with parents to identify preferred alternative school provision.

The proposed transport arrangements for displaced pupils that were eligible would be made in accordance with the authority's current transport policy.

The local authority's opinion is that this proposal is not related to any other proposals that have been, are, or are about to be published. This Notice is an extract from the complete proposal. Copies of the complete proposal can be inspected at the school; the Area Education Office at the White Cross Education Centre, Lancaster; Lancaster City and Wyre and Fylde Councils and local libraries. Copies can also be obtained from the local authority at the address below or accessed via www.lancashire.gov.uk/schoolorganisationreviews or by telephoning Steph Rhodes on (01772) 531957.

Within six weeks from the date of publication of this proposal, any person may object to or make comments on the proposals by sending them to the Directorate for Children and Young People, Provision Planning Team, PO Box 61, County Hall, Preston, PR1 8RJ. To be considered as part of the decision making process to determine the proposal, responses must be received no later than 19 November 2012.

Signed: Ian Fisher, County Secretary and Solicitor
Publication Date: 8 October 2012

Explanatory Notes

The proposal arises because of serious concerns about the sustainability of the school, particularly in educational and financial terms. All forms of responses to the consultations were taken into account before the publication of this notice.

Alternative available school places for displaced children are all within four miles of Out Rawcliffe Church of England Primary School. Assistance with admission to schools can be obtained from the Pupil Access Team at the Area Education Office (North), White Cross Education Centre, Quarry Road, Lancaster, LA1 3SQ (Telephone 01524 581134).

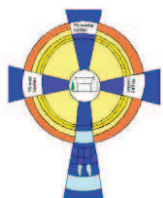
Under the provisions of the Freedom of Information Act 2000, information about representations to the published proposal may be accessed by members of the public.

Additional explanatory notes are available via
www.lancashire.gov.uk/schoolorganisationreviews.

Lancashire

County
Council





Out Rawcliffe Church of England School

Associate Headteacher: Mrs. G.M.Andrews BA (Hons) QTS, NPQH

Crookgate Lane,
Out Rawcliffe,
PRESTON,
PR3 6BH

Phone: 01253 700 400
Fax: As above
Email: head@outrawcliffe.lancs.sch.uk
Website: <http://outrawcliffeprimary.ik.org>



6th December 2012

Dear Ms Mappin

Consultation on the Proposed Closure of Out Rawcliffe Church of England Primary School

Thank you for your letter, dated 23rd November 2012, requesting additional information on our plan to secure the future of the school.

Firstly this letter confirms that Out Rawcliffe CEPS Governors are committed to enter into a soft federation with Melling (St Wilfrid) CEPS through the sharing of a collaborative Headteacher - Mrs Geraldine Andrews. A second letter is enclosed from the Governing body of Melling (St Wilfrid) CEPS confirming their commitment to enter into a soft federation with Out Rawcliffe CEPS. Since September, both schools have already benefited from our collaboration, with Out Rawcliffe children visiting Melling and then both schools coming together for a Victorian themed educational visit. Entering into a permanent soft federation will strengthen both of our schools.

An indication of a strategy around the delivery of education to pupils in both schools, given the distance between the schools, is attached. The actual distance between our schools is not significant in the proposed arrangements, especially since the majority of the journey is on A-roads and motorway, a journey of approximately 40 minutes. Experience has shown that schools do not have to be close to have a successful effective collaboration, for example Winmarleigh Primary School and Bleasdale C of E Primary School which are separated by 10 miles of very rural roads, a 30 minute journey in summer but a much longer and sometimes very difficult journey in winter. On our recent visit to Melling School the conversations on the outward journey prepared the children for the day ahead and on the return journey cemented what had been learnt. The enthusiasm with which the children talked about their shared day was in contrast to conversations following past visits to other larger schools and this confirmed to us the compatibility of our two schools.

Finally information is attached which clearly indicates how our proposals would address the financial situation resulting from the budget deficit at Out Rawcliffe CE School, putting the budget back into positive figures. The financial plan also addresses aspects for improving the quality of teaching and therefore pupil learning. Looking to the future, once our recovery plan has been implemented and our financial situation secured, our proposed nursery unit, which has encouraged an increased interest from within the area, should help create a larger influx of pupils which in turn will allow us to expand our teacher ratio.

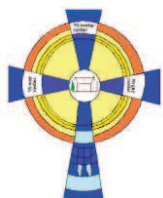
We hope that you will look favourably on our plans.

Peter Jones

Chair of Governors
on behalf of Out Rawcliffe CEPS Governing body.

Differences between types Federations (NFER)

Characteristics	Informal Loose Collaboration	Soft Federations	Soft Governance Federation	Hard Governance Federation
Statutory/non-statutory	Non-statutory - schools can form informal collaborations without having to follow regulations.	Non-statutory - schools can set up soft Federations without having to follow regulations.	Statutory - soft governance Federations are established using Collaboration Regulations made under Section 26 of the Education Act 2002.	Statutory - hard governance Federations are established using Federation Regulations made under Section 24 of the Education Act 2002.
Governing body	Each school has its own governing body, with representatives on a joint committee that meets informally on an ad hoc basis.	Each school has its own governing body, with representatives on a joint committee that meets.	Each school has its own governing body, with representation and delegated powers on a joint governance/ strategic committee.	Single governing body, shared by all schools in the Federation.
Common goals and plans?	All schools share common goals and work together on an ad hoc basis and through informal agreements.	All schools share common goals; joint committee recommendations, but it is up to the individual governing bodies to authorise decisions/ plans.	All schools share common goals through the Service Level Agreement (SLA) and protocol; Joint committee can make joint decisions/ recommendations in specified agreed areas, but not all.	All schools share common goals through SLA and protocol; having a single governing body allows for efficient, streamlined decision-making in all areas.
Common budget?	No, but if the schools want to commit to a budgetary decision affecting all schools, each individual school's governing body would need to approve this.	No, but it could make budgetary recommendations for the group which in turn would have to be approved by each individual school's governing body.	No, but if the joint/strategic committee has budgetary powers delegated to it, it can make prompt budgetary decisions on behalf of schools in the Federation.	No (technically), but whilst each school receives and must account for its own separate budget, there is considerable scope, through the single governing body, to use the pooled budgets across the schools in the Federation.
Shared Staff	Unlikely to have common management positions, but if they do exist, they would have to be agreed in a protocol or contract.	Common management positions and appointments but need to have a protocol or contract to underpin commitment to shared posts.	Common management positions and appointments but need to have a protocol or contract to underpin commitment to shared posts.	Common management positions and appointments agreed by single governing body in a simple and effective manner. Schools can agree to have a single executive head teacher responsible to the schools in the hard Federation.



Out Rawcliffe Church of England School

Associate Headteacher: Mrs. G.M.Andrews BA (Hons) QTS, NPQH

Crookgate Lane,
Out Rawcliffe,
PRESTON,
PR3 6BH

Phone: 01253 700 400
Fax: As above
Email: head@outrawcliffe.lancs.sch.uk
Website: <http://outrawcliffeprimary.ik.org>



Financial situation:

The proposed budget for Out Rawcliffe looks to provide:

- 0.5 time of a headteacher
- A full time classroom based teacher
(Assistant head paid on the leader ship scale). This would ensure someone who has the necessary expertise and experience to work in this demanding role. They would be responsible for planning and delivering whole school schemes of work through a creative curriculum.
- A full time TA3 who has experience and knowledge of EYFS.
They would become key worker for YrR children, and deliver some of the EYFS.
- A part time (every morning) TA2 to support children to access the creative curriculum which would be implemented.

The vision is to work very much whole school, as opposed to two separate classes which is what is happening now.

- Full time bursar role would remain
- 20 hours a week site supervisor role.

If these changes were implemented it would cost £26,404 less than the current staff and would put the budget of Out Rawcliffe back into positive figures, thus solving the deficit budget problems. As numbers increase the school would look to provide additional hours of teaching through the recruitment of a part -time NQT.

See overleaf for detailed financial information.

Out Rawcliffe CE Primary School
Restructuring Proposal

Duty	Weekly hours	Salary	On-cost	Total		
Headteacher (OC 23.4%)	50% (Spinal Col Pt. 15)	£26,450	£6,189	£32,639		
Teacher (Assistant)(OC 23.4%)	FTE (Spinal Col. Pt.3)	£39,358	£9,210	£48,568		
TA3 (OC 22.9%)	27.5 hours	£14,659	£3,357	£18,016		
TA2 (OC 22.9%)	15 hours	£5,900	£1,351	£7,251		
Site Supervisor	20 hours	£7,345	£1,602	£8,947		
Welfare (OC 20.7%)	5 hours	£1,421	£294	£1,715		
Admin Clerical	30 hours	£15,580	£3,755	£19,335		
Other Staff				£2,468		
Indirect employee expenses				£588		
Staff Development & Training				£2,558		
Staff Related Insurance				£307		
Supply teachers				£4,860		
Total cost of Employee Expenses				<u>£147,252</u>		£26,404
NOTE:						
Schools ISR is 6-12						
Assistant would be on 1-5						
Teacher (OC 23.4%)	FTE UPS1 (with TLR 2.1)	£36,713	£8,595	£45,308		
Teacher (OC 23.4%)	FTE (without TLR)	£34,181	£7,998	£42,179		£3,129



MELLING (ST. WILFRID)
CHURCH OF ENGLAND PRIMARY SCHOOL
Lodge Lane
Melling
Carnforth
Lancashire LA6 2RE
Tel: 015242 21538
E-mail: head@melling.lancs.sch.uk
Website: www.melling.lancs.sch.uk
Headteacher: Mrs G.M. Andrews

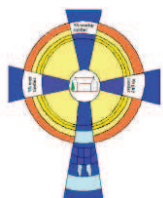
3rd December 2012

Dear Ms Mappin,

Following your letter dated 23rd November 2012, this is to confirm that Melling (St Wilfrid) CEPS Governors are committed to enter into a soft federation with Out Rawcliffe CEPS through the sharing of a collaborative Headteacher - Mrs Geraldine Andrews.

Regards

Mrs Mary Jackson
Chair of Governors
On behalf of the Governing Body Melling (St Wilfrid) CEPS



Out Rawcliffe Church of England School

Associate Headteacher: Mrs. G.M.Andrews BA (Hons) QTS, NPQH

Crookgate Lane,
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A strategy around the delivery of education to pupils in both schools

Melling (St Wilfrid) CEPS is 26 miles from Out Rawcliffe CEPS. However Mrs Andrews lives in Lancaster which is between the two schools. Lancaster to Melling is 11.5 miles, whilst Lancaster to Out Rawcliffe is only 16 miles.

Melling School has a well established, experienced staff who are more than capable of providing a good quality of education on a day-to-day basis.

The re-structuring suggested at Out Rawcliffe would provide a similar level of expertise in delivering a high quality curriculum to the whole school.

The collaborative headteacher role of Mrs Andrews would provide a top layer of strategic leadership to both schools. Since September this has worked successfully with Mrs Andrews splitting her time between the schools on a week-by-week programme depending on need at each school. A full time bursar at Out Rawcliffe means that Mrs Andrews can always be contacted by phone or e-mail to answer any queries.

There are also occasions when both schools have been visited on the same day when the need arises. Not being classroom based releases Mrs Andrews to work in a leadership role very effectively, in order to move the schools forward and improve the achievement of all pupils.

Appendix 'C'

Section 4

Equality Analysis Toolkit

Insert EAT subject here
For Decision Making Items

November 2011

What is the Purpose of the Equality Decision-Making Analysis?

The Analysis is designed to be used where a decision is being made at Cabinet Member or Overview and Scrutiny level or if a decision is being made primarily for budget reasons. The Analysis should be referred to on the decision making template (e.g. E6 form).

When fully followed this process will assist in ensuring that the decision-makers meet the requirement of section 149 of the Equality Act 2010 to have due regard to the need: to eliminate discrimination, harassment, victimisation or other unlawful conduct under the Act; to advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and to foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Having due regard means analysing, at each step of formulating, deciding upon and implementing policy, what the effect of that policy is or may be upon groups who share these protected characteristics defined by the Equality Act. The protected characteristics are: age, disability, gender reassignment, race, sex, religion or belief, sexual orientation or pregnancy and maternity – and in some circumstances marriage and civil partnership status.

It is important to bear in mind that "due regard" means the level of scrutiny and evaluation that is reasonable and proportionate in the particular context. That means that different proposals, and different stages of policy development, may require more or less intense analysis. Discretion and common sense are required in the use of this tool.

It is also important to remember that what the law requires is that the duty is fulfilled in substance – not that a particular form is completed in a particular way. It is important to use common sense and to pay attention to the context in using and adapting these tools.

This process should be completed with reference to the most recent, updated version of the Equality Analysis Step by Step Guidance (to be distributed) or EHRC guidance - [EHRC - New public sector equality duty guidance](#)

Document 2 "Equality Analysis and the Equality Duty: Guidance for Public Authorities" may also be used for reference as necessary.

This toolkit is designed to ensure that the section 149 analysis is properly carried out, and that there is a clear record to this effect. The Analysis should be completed in a timely, thorough way and should inform the whole of the decision-making process. It must be considered by the person making the final decision and must be made available with other documents relating to the decision.

The documents should also be retained following any decision as they may be requested as part of enquiries from the Equality and Human Rights Commission or Freedom of Information requests.

Support and training on the Equality Duty and its implications is available from the County Equality and Cohesion Team by contacting

AskEquality@lancashire.gov.uk

Specific advice on completing the Equality Analysis is available from your Directorate contact in the Equality and Cohesion Team or from Jeanette Binns

Jeanette.binns@lancashire.gov.uk

Name/Nature of the Decision

The Proposed Closure of Out Rawcliffe Church of England Primary School

What in summary is the proposal being considered?

Cabinet Member for Children and Schools is the Decision Maker in respect of a proposal made by Lancashire County Council to close Out Rawcliffe CE Primary School with effect from 31 August 2013. The proposal has been brought under procedures established by The Education and Inspections Act 2006 and The School Organisation (Establishment and Discontinuance of Schools)(England) Regulations 2007 which require full consultation prior to taking a final decision. Following consultation with the school's governing body and Blackburn Diocese, the proposal to close the school was made due to concerns about the future educational and financial viability of the school.

Is the decision likely to affect people across the county in a similar way or are specific areas likely to be affected – e.g. are a set number of branches/sites to be affected? If so you will need to consider whether there are equality related issues associated with the locations selected – e.g. greater percentage of BME residents in a particular area where a closure is proposed as opposed to an area where a facility is remaining open.

The proposal, if approved, will directly affect the ten children currently on roll and their families who will need to secure places at alternative education provision. Lancashire County Council and Blackburn Diocese will assist in this process and Lancashire County Council will provide assistance with transport to alternative provision for any children that are eligible under the authority's current transport policy.

The proposal, if approved, could also impact on those who may wish their children to attend Out Rawcliffe CE Primary School in the future in addition to any impact on the residents of the small rural community of Out Rawcliffe.

Could the decision have a particular impact on any group of individuals sharing protected characteristics under the Equality Act 2010, namely:

- Age
- Disability including Deaf people
- Gender reassignment
- Pregnancy and maternity
- Race/ethnicity/nationality
- Religion or belief
- Sex/gender
- Sexual orientation
- Marriage or Civil Partnership Status

In considering this question you should identify and record any particular impact on people in a sub-group of any of the above – e.g. people with a particular disability or from a particular religious or ethnic group.

It is particularly important to consider whether any decision is likely to impact adversely on any group of people sharing protected characteristics to a disproportionate extent. Any such disproportionate impact will need to be objectively justified.

The proposal will impact predominantly on children aged 5 - 11 – at the moment 10 pupils are attending the school.
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If you have answered "Yes" to this question in relation to any of the above characteristics, – please go to Question 1.

Yes

If you have answered "No" in relation to all the protected characteristics, please briefly document your reasons below and attach this to the decision-making papers. (It goes without saying that if the lack of impact is obvious, it need only be very briefly noted.)

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Question 1 – Background Evidence

What information do you have about the different groups of people who may be affected by this decision – e.g. employees or service users (you could use monitoring data, survey data, etc to compile this). As indicated above, the relevant protected characteristics are:

- Age
- Disability including Deaf people
- Gender reassignment/gender identity
- Pregnancy and maternity
- Race/Ethnicity/Nationality
- Religion or belief
- Sex/gender
- Sexual orientation
- Marriage or Civil Partnership status (in respect of which the s. 149 requires only that due regard be paid to the need to eliminate discrimination, harassment or victimisation or other conduct which is prohibited by the Act).

In considering this question you should again consider whether the decision under consideration could impact upon specific sub-groups e.g. people of a specific religion or people with a particular disability. You should also consider how the decision is likely to affect those who share two or more of the protected characteristics – for example, older women, disabled, elderly people, and so on.

The school provides for mixed gender pupils aged 5 to 11. The Ofsted Inspection Report dated 12th January 2012 stated that the school provides for pupils predominantly of White British heritage, with a very low proportion speaking English as a second language. There is a relatively high proportion of children on roll with special educational needs.

Question 2 – Engagement/Consultation

How have you tried to involve people/groups that are potentially affected by your decision? Please describe what engagement has taken place, with whom and when.

(Please ensure that you retain evidence of the consultation in case of any further enquiries. This includes the results of consultation or data gathering at any stage of the process)

Full consultation has taken place in accordance with DfE guidance 'Closing a Maintained Mainstream School, a Guide for Local Authorities and Governing Bodies' which included consultation with children during stage 1 of the process.

The result of the stage 1 consultation was reported to Cabinet Member for Children and Schools on 27 September 2012 and the result of the consultation at representation stage is included in the report to Cabinet Member for Children and Schools dated 11th January 2013.

Question 3 – Analysing Impact

Could your proposal potentially disadvantage particular groups sharing any of the protected characteristics and if so which groups and in what way?

It is particularly important in considering this question to get to grips with the actual practical impact on those affected. The decision-makers need to know in clear and specific terms what the impact may be and how serious, or perhaps minor, it may be – will people need to walk a few metres further to catch a bus, or to attend school? Will they be cut off altogether from vital services? The answers to such questions must be fully and frankly documented, for better or for worse, so that they can be properly evaluated when the decision is made.

Could your proposal potentially impact on individuals sharing the protected characteristics in any of the following ways:

- Could it discriminate unlawfully against individuals sharing any of the protected characteristics, whether directly or indirectly; if so, it must be amended. Bear in mind that this may involve taking steps to meet the specific needs of disabled people arising from their disabilities
- Could it advance equality of opportunity for those who share a particular protected characteristic? If not could it be developed or modified in order to do so?
- Does it encourage persons who share a relevant protected characteristic to participate in public life or in any activity in which participation by such persons is disproportionately low? If not could it be developed or modified in order to do so?
- Will the proposal contribute to fostering good relations between those who share a relevant protected characteristic and those who do not, for example by tackling prejudice and promoting understanding? If not could it be developed or modified in order to do so? Please identify any findings and how they might be addressed.

Whilst the proportion of children with special educational needs was reported as well above average by Ofsted this was based on an overall number on roll of 16 pupils at the time and does not, therefore, represent significant numbers of pupils. Any funding supporting pupils will transfer to the receiving school and parents/ carers will be able to express a preference for alternative provision which accords with their child's needs.

Parents of children displaced by the closure, if approved, will be able to express a preference for alternative schools. The neighbouring schools all have higher educational standards, as assessed by Ofsted, than Out Rawcliffe CE, which will facilitate improved educational attainment for current and future pupils. Should pupils want a place at an alternative Church of England primary school there are places available at a neighbouring Church of England primary school for all the pupils affected by the proposal.

Being located in a rural community, some of the pupils on roll at Out Rawcliffe CE already have assistance with school transport from the local authority and all pupils will be assessed for eligibility with transport assistance if the closure proposal is approved, and once they have been allocated a place at an alternative school.

Question 4 –Combined/Cumulative Effect

Could the effects of your decision combine with other factors or decisions taken at local or national level to exacerbate the impact on any groups?

For example - if the proposal is to impose charges for adult social care, its impact on disabled people might be increased by other decisions within the County Council (e.g. increases in the fares charged for Community Transport and reductions in respite care) and national proposals (e.g. the availability of some benefits) . Whilst LCC cannot control some of these decisions, they could increase the adverse effect of the proposal. The LCC has a legal duty to consider this aspect, and to evaluate the decision, including mitigation, accordingly.

If Yes – please identify these.

No

Question 5 – Identifying Initial Results of Your Analysis

As a result of your analysis have you changed/amended your original proposal?

Please identify how –

For example:

Adjusted the original proposal – briefly outline the adjustments

Continuing with the Original Proposal – briefly explain why

Stopped the Proposal and Revised it - briefly explain

No

Question 6 - Mitigation

Please set out any steps you will take to mitigate/reduce any potential adverse effects of your decision on those sharing any particular protected characteristic. It is important here to do a genuine and realistic evaluation of the effectiveness of the mitigation contemplated. Over-optimistic and over-generalised assessments are likely to fall short of the “due regard” requirement.

Also consider if any mitigation might adversely affect any other groups and how this might be managed.

If the closure proposals are approved the local authority will assist parents to make preferences for alternative schools and assess their eligibility for assistance with school transport.

Question 7 – Balancing the Proposal/Countervailing Factors

At this point you need to weigh up the reasons for the proposal – e.g. need for budget savings; damaging effects of not taking forward the proposal at this time – against the findings of your analysis. Please describe this assessment. It is important here to ensure that the assessment of any negative effects upon those sharing protected characteristics is full and frank. The full extent of actual adverse impacts must be acknowledged and taken into account, or the assessment will be inadequate. What is required is an honest evaluation, and not a marketing exercise. Conversely, while adverse effects should be frankly acknowledged, they need not be overstated or exaggerated. Where effects are not serious, this too should be made clear.

The proposals have been made in accordance with by The Education and Inspections Act 2006; The School Organisation (Establishment and Discontinuance of Schools)(England) Regulations and DfE guidance 'Closing a Maintained Mainstream School, a Guide for Local Authorities and Governing Bodies'. The cabinet reports dated 8 May 2012; 27 September 2012 and 11 January 2013 provide full reasons for the proposal; details of the local authority's powers and responsibilities

around school place commissioning and the provision of high quality school provision for pupils; and the benefits to pupils in attending alternative schools with higher educational standards as judged by Ofsted.

Question 8 – Final Proposal

In summary, what is your final proposal and which groups may be affected and how?

To close Out Rawcliffe CE Primary School with effect from 31 August 2013. The main groups affected are children and families of pupils currently attending the school.

Question 9 – Review and Monitoring Arrangements

Describe what arrangements you will put in place to review and monitor the effects of your proposal.

Once a decision has been taken to close the school the authority is legally obliged to implement the proposal. Children's attainment at alternative schools will be monitored.

Equality Analysis Prepared By Lynn Mappin

Position/Role Head of Service

Equality Analysis Endorsed by Line Manager and/or Chief Officer

Decision Signed Off By

Cabinet Member/Chief Officer or SMT Member

Please remember to ensure the Equality Decision Making Analysis is submitted with the decision-making report and a copy is retained with other papers relating to the decision.

Where specific actions are identified as part of the Analysis please ensure that an EAP001 form is completed and forwarded to your Directorate's contact in the Equality and Cohesion Team.

Directorate contacts in the Equality & Cohesion Team are:

Karen Beaumont – Equality & Cohesion Manager

Karen.beaumont@lancashire.gov.uk

Contact for Adult & Community Services Directorate

Jeanette Binns – Equality & Cohesion Manager

Jeanette.binns@lancashire.gov.uk

Contact for Environment Directorate, Lancashire County Commercial Group and One Connect Limited

Saulo Cwerner – Equality & Cohesion Manager

Saulo.cwerner@lancashire.gov.uk

Contact for Children & Young Peoples Directorate

Pam Smith – Equality & Cohesion Manager

Pam.smith@lancashire.gov.uk

Contact for Office of the Chief Executive and the County Treasurer's Directorate

Thank you

Lancashire County Council
Lynn Mappin
Head of Pupil Places and Access
County Hall
PO Box 61
Pitt Street
Preston
PR1 8RJ

19th December 2012

Dear Lynn

Further to the various discussions with you and your colleagues regarding the future of Out Rawcliffe Church of England Primary School following the consultation and statutory notice process together with the letter received from Mr P Jones the Chair of Governors of the school. The Board's position surrounding the education of the pupils to a high standard and to ensure that this is sustainable in the long term, believe that the only option if the school is to continue to remain open is that of a hard federation. To ensure that the practical workings of a hard federation are deliverable the Board would require the following:

- A written confirmation from both school's governing bodies that they are committed to a hard federation and that proof of this will be required both by a letter signed by the respective chairs' of the governing body and a copy of the minutes of both bodies stating the resolution that was approved.
- An indication of a strategy around delivery of education to pupils in both schools, given the significant distance between them.
- Information on how a hard federation would address the financial situation it would inherit as a result of the budget deficit at Out Rawcliffe.

Yours sincerely

Fred Kershaw
Acting Director of Education

