

## Additional Comments to be Considered as part of the Consultation

### Important Information

The Department for Communities and Local Government (DCLG) has issued new regulations with effect from 10th September 2012 relating to how notifications of forthcoming decisions are made and how decisions are subsequently recorded.

As a result of this, Lancashire County Council may be required to publish consultation responses as part of the background papers to future Cabinet Member decision reports. Please be aware that your response to this consultation may be made available as part of this process.

## Consultation on the Expansion of Holly Grove School, Burnley Campus, Burnley BB10 1JD



November / December 2013

A consultation event in connection with this proposal will be held on Thursday 5<sup>th</sup> December 2013 at the school. Further information is provided inside.

Produced by the Provision Planning Team, Directorate for Children and Young People, Lancashire County Council



## Foreword

Lancashire is a large, diverse authority served by some superb schools and we are committed to improving this excellence by continuing to raise standards and opportunities.

Lancashire County Council has a statutory duty to provide primary and secondary school places to every child of school age living in Lancashire who requests one. In achieving this, Lancashire, like many other authorities, faces challenges. Changing demographic factors mean that we must constantly review the number and location of the school places we provide.

The county council and its schools work together with parents and other service providers to help our children to be safe, to enjoy and achieve, to be listened to, to belong to the community, and to achieve economic well-being.

We want all our children and their parents to have pride in their local school and cultivate an appetite for lifelong learning.

We aim to provide schools that meet the needs of our communities and, at times, this may involve increasing the number of school places in a particular school. Whilst doing this we must also ensure that those members of the community with special educational needs are provided with the best opportunities to learn within our communities.

I hope that you will take a little time during this consultation period to let us know your views on what we are proposing to do. We will not make a decision until we have carefully considered all responses to this consultation.

Please help us to improve educational provision for Lancashire children.

**County Councillor Matthew Tomlinson**  
**Cabinet Member for Children, Young People and Schools**

## QUESTIONNAIRE

Who should complete this questionnaire?

- Staff, governors, current or prospective parents/guardians of pupils at Holly Grove School
- Any other interested member of the community

**NB: Please complete just one form per person**

**I support the expansion of Holly Grove School to increase the capacity of the school from 50 to 70 with effect from September 2014.**

I strongly agree  I neither agree nor disagree  I strongly disagree   
 I agree  I disagree

**You may wish to give reasons overleaf**

**Please state your interest in the review below (as appropriate):**

Please state the area where you live:

.....  
 Please state your interest in the proposal:

**As:**

A parent/guardian of a pupil currently at ..... school

A parent/guardian of a future pupil of ..... school

A member of staff at ..... school

A school governor at ..... school

Other .....

An interested member of the local community (tick if appropriate)

Signed..... Date.....

Comments and views can also be expressed overleaf or by separate letter.

**You can complete and submit your questionnaire online by following the link provided on page 8.**

*Alternatively send written responses (no stamp required) to:*  
 Provision Planning Team, Directorate for Children and Young People,  
 FREEPOST PR503, Preston PR1 8RJ

**To arrive no later than Friday 20<sup>th</sup> December 2013.**

## Parental representations about school provision

Lancashire County Council is committed to working with the people of Lancashire to plan and ensure the delivery of local services.

The council is responsible for ensuring the supply of sufficient and suitable school places and promoting high standards. The council aims to educate pupils in accordance with their parents' wishes, subject to providing an appropriate education and avoiding unreasonable expenditure.

The county council has a duty to seek and consider the views of parents and guardians about the pattern of school provision. If you would like to give your views about future school provision in Lancashire, you can get information on how to do this from the Provision Planning Team, Directorate for Children and Young People, PO Box 61, County Hall, Preston PR1 8RJ.

### Planning consultation

If, following consultation, the Cabinet Member's final decision is to go ahead with the expansion of the school, parents, staff and other interested parties will be invited to participate in a design event to contribute to the design of the new build.

## Our vision and what we would like to achieve

Education is a powerful means of transforming and enriching lives and communities. Future success and well-being depends on strong creative partnerships, new ways of working, high expectations and a belief that we all have a part to play and can make a difference together.

Lancashire County Council is committed to improving the quality of educational provision to help raise standards for all learners. Our vision also sees schools operating at the centre of their immediate and often extended communities.

In Lancashire there is a need to secure appropriate special education provision across the county, including provision for children and young people with a wide range of learning difficulties, including pupils with autism, challenging behaviour, moderate and severe learning difficulties and complex needs.

### What are we proposing to do?

This consultation document is about the proposed formal expansion of Holly Grove School, Burnley Campus, Barden Lane, Burnley, Lancashire BB10 1JD. This is to reflect current and planned future pupil numbers on roll. Holly Grove School is formally approved by the Department of Education as a 50-place school. However, for some years the school has had more than 50 pupils on roll and this consultation proposes to formally increase the approved number of places to 70 with effect from September 2014.

If the proposal is approved additional accommodation will be provided at the school which will reflect its new approved number.

### Why are we proposing this?

Holly Grove School, Burnley Campus, Burnley is currently officially designated as a 50 place school for pupils aged 2-11 with generic learning difficulties (GLD) including profound and multiple learning difficulty (PMLD), severe learning difficulty (SLD), moderate learning difficulty (MLD) and physical difficulty (PD) as their primary special education need.

The school had 65 pupils on roll in May 2013. In May 2011, Holly Grove School was inspected and was found to be a good school which provides outstanding care, guidance and support.

Over recent years, there has been an increase of children and young people with generic learning difficulties who also present challenging behaviour, complex health needs and autism. Holly Grove School has the demand to admit more pupils and has had to refuse entry to some pupils recently due to the accommodation difficulties.

It is anticipated that this demand will increase in the future, and it is suggested that the school should have a revised approved number of 70 pupils with effect from September 2014. In order to accommodate this increase in pupil numbers, the accommodation will need to be enlarged. It should be noted that Holly Grove School has always had well above 50 pupils in recent years and that this proposal is to recognise the difficulties the school faces in meeting this demand.

The current proposal is to increase the approved number from 50 to 70. The permanent significant enlargement of a school must be consulted upon.

Having considered the possible options for special education provision, the Cabinet Member for Children, Young People and Schools made the decision on the 7<sup>th</sup> November 2013 to consult on the proposed formal expansion at Holly Grove School, with the aim of implementing the proposals by September 2014.



This consultation is stage 1 of the process required in order to significantly enlarge a school. The information provided in this booklet and at the consultation sessions is intended to be sufficient in order for people to form a view on the proposal. The council will consider views and concerns arising from the consultation process to contribute to the detailed proposal supplied later in the process.

We are sorry that, due to the volume of responses we receive when consulting on proposals for schools, we will not be able to acknowledge written responses nor enter into correspondence with interested parties during or after the consultation period. It is important to attend the relevant consultation event if you require clarification or more information on the proposal. We will post any relevant frequently asked questions (FAQs) with answers on the council website at:

[www.lancashire.gov.uk/schoolorganisationreviews](http://www.lancashire.gov.uk/schoolorganisationreviews)

**Thank you**



## Your Response – Contact us

We welcome your views on this proposal. All observations and objections will be considered very carefully before any decision is made to progress any further with this proposal. It is important that you make any written responses within the consultation timescales published in this document and that they are sent to the Children and Young People Directorate using the methods outlined below. Any responses received outside of the consultation period will not be able to be included for consideration when a decision is being made as to whether to proceed with the proposal.

Please note that in accordance with the Department for Communities and Local Government Regulations, all written responses may be a matter for public disclosure and may be published on the web site of Lancashire County Council as background papers to the report to the Cabinet Member.

The consultation runs until **20<sup>th</sup> December 2013** and you can respond by completing the questionnaire in this document or writing separately:

Post to (no stamp required):

Provision Planning Team,  
Directorate for Children and Young People  
FREEPOST PR503  
Preston,  
PR1 8RJ

Email to: [cyp.schoolreviews@lancashire.gov.uk](mailto:cyp.schoolreviews@lancashire.gov.uk)

On-Line at: (Use the link below to complete the questionnaire contained in this document on-line)

[www.lancashire.gov.uk/corporate/questionnaires/runQuestionnaire.asp?qid=561312](http://www.lancashire.gov.uk/corporate/questionnaires/runQuestionnaire.asp?qid=561312)

This document can also be accessed through:

[www.lancashire.gov.uk/schoolorganisationreviews](http://www.lancashire.gov.uk/schoolorganisationreviews)

If you have difficulty in accessing this information, please contact the Provision Planning Team: Telephone **01772 535103**

**Please submit one response per person to this consultation.**

## Expansion of Schools and the School Organisation and Governance Regulations

The provisions of the School Organisation (Prescribed Alterations to Maintained Schools) (England) regulations 2007, state that if a local authority proposes to increase the number of pupils at a community special school by 10% or more and above the number of pupils it was established for, its proposal must be published in a statutory notice.

There are 5 stages to the statutory process which must be followed:

### Stage One - Consultation

The issue of this document marks a period of consultation during which the views of any interested parties are sought and which will be considered before any move to the more formal stages of the process.

### Stage Two - Publication

Dependent upon the outcome of the consultation, a decision to proceed to issue a statutory notice must be made by the Cabinet Member for Children, Young People and Schools.

### Stage Three - Representation

Statutory notices for school enlargements allow a 6 week period for anyone to submit their comments on the proposals. This enables people to express their views in the form of supporting or objecting to the proposals.

### Stage Four - Decision

Within 2 months after the statutory notice period ends, the authority must make a decision on the proposal.

### Stage Five - Implementation

If the proposal is approved, Holly Grove School's approved numbers would increase from the current 50 to become 70.

## The consultation and decision making process

### Timescales

18 <sup>th</sup> November 2013 to 20 <sup>th</sup> December 2013	Stage One - Consultation
February 2014	Cabinet Member decision making session to consider the results of the consultation and decide whether to publish a Statutory Notice on the proposal
February 2014	Stage Two - Publication of Statutory Notice
February/March 2014	Stage Three - Representation
May 2014	Stage Four - Final decision by Cabinet Member
1 <sup>st</sup> September 2014	Stage Five - Implementation (if approved)

### Consultation Event

You are invited to a drop-in style open event to find out more about the proposals and/or offer your views. The details are as follows:

**Thursday 5<sup>th</sup> December 2013 from 2.00pm to 5.00pm at Holly Grove School, Burnley Campus, Barden Lane, Burnley, Lancashire BB10 1JD.**

## Who we will consult

**This consultation document will be provided to people and organisations that may have an interest in these proposals. These include the following:**

- Staff, parents/guardians/carers, governors and pupils of Holly Grove School (The views of the children and young people within the school will be sought through the school council meetings facilitated by the head teacher)
- Head teachers and chairs of governors of other Lancashire special schools
- Local authorities that maintain a statement of educational need for children attending the school or who may be affected by the proposals, including neighbouring authorities
- Health authorities whose area covers any part of Lancashire (as the area of the maintaining authority)
- Lancashire Parent Carer Forum
- Chief Executive and elected members of Burnley Borough Council
- Local Church Authorities and Faith Groups
- Members of the Children and Young People Overview and Scrutiny Committee
- District Children's Trust Burnley
- Any NHS Trust responsible for a hospital or other provision in the area of Lancashire (as the maintaining authority)
- Lancashire County Councillors – Burnley
- Local Members of Parliament – Burnley
- Lancashire County Council Area Admissions Forum
- Education Funding Agency
- Trade Unions and Associations
- Lancashire Association of School Governing Bodies
- Local Parish Council
- Ofsted: Her Majesty's Inspector for the area
- Other interested parties, including those with responsibility for 'Looked after Children' in relation to Holly Grove School
- The wider community – through local libraries and County Hall. (This document is available on the County website at: [www.lancashire.gov.uk/schoolorganisationreviews](http://www.lancashire.gov.uk/schoolorganisationreviews) but we can also provide copies of the consultation document to members of the local community on request.)