

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

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

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

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

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

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

Holly Grove Community Special School, Burnley Campus, Barden Lane, Burnley, Lancashire BB10 1JD. The proposal 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 – Room B34, PO Box 61, County Hall, Preston, PR1 8RJ, Lancashire.

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

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

It was agreed on the 6<sup>th</sup> February 2014 by the Cabinet Member for Children and Schools to consult on the proposed formal expansion of Holly Grove School. It is proposed that the school increases the number of pupils from 50 to 70 with effect from September 2014 by providing additional accommodation at the existing school site.

### **Objections and comments**

3. A statement explaining the procedure for making representations, including—
- (a) the date by which objections or comments should be sent to the local education authority; and
  - (b) the address of the authority to which objections or comments should be sent.

These proposals have been prepared following discussions with a wide range of partners and other stakeholders. Within six weeks of the date of publication of these proposals, any person may object to or comment on the proposals by sending their representations to the Directorate for Children and Young People,

Provision Planning Team – Room B34, PO Box 61, County Hall, Preston, PR1 8RJ. Responses can also be emailed to [cyp.schoolreviews@lancashire.gov.uk](mailto:cyp.schoolreviews@lancashire.gov.uk). To be considered as part of the decision-making process to determine the proposals, responses must be received no later than 27th March 2014.

#### Alteration description

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

Holly Grove School is currently officially designated as a 50 place school for pupils with generic learning difficulties (GLD) aged 2 – 11. However, over recent years, there has been an increase of children with GLD who also present challenging behaviour, complex health needs and autism. Pupil numbers at Holly Grove School have been well over 50 for a number of years and, during the autumn term 2013, the school had 65 pupils on roll. It is anticipated that this demand will continue to increase and, therefore, a revision in the approved number of the school is proposed. The current proposal is to expand the approved number from 50 to 70 with effect from September 2014.

If the proposal to expand the school is approved, additional accommodation will be provided at the school which will reflect its new approved number. It is expected that the new permanent extension will be completed by September 2014.

It is considered that if additional special school places are not provided in Burnley there will be insufficient local special school places for children living in the area.

#### School capacity

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

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

N/A

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

N/A

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

N/A

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

N/A

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

N/A

### **Implementation**

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

N/A

### **Additional Site**

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

No new or additional site will be required. The area of the existing site is sufficient to allow for the proposed expansion of the building while still maintaining adequate play and sports spaces.

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

N/A

### Changes in boarding arrangements

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

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

N/A

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

N/A

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

N/A

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

N/A

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

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

N/A

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

N/A

**Transfer to new site**

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

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

N/A

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

N/A

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

N/A

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

N/A

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

N/A

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

N/A

**Objectives**

10. The objectives of the proposals.

The proposal seeks to respond to the increasing numbers of children and young people with complex needs in the county over recent years and the pressure for places in the East of the County, in particular, at Holly Grove School.

The primary objective is to ensure that there will be sufficient local special school places for children living in the area and to prevent Holly Grove school having to refuse entry to some pupils because of accommodation difficulties.

In addition, the proposal seeks to rectify the current situation whereby the school has more pupils than it is officially designated for due to the level of demand.

## Consultation

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

The consultation document was widely circulated to staff, governors, parents/guardians and pupils of the school subject to the proposals. Head teachers and governors of other local schools in Lancashire were all consulted, as were members of local borough councils. A full list of consultees is detailed on page 7 of the consultation document which forms an integral element to these complete proposals.

A 'drop in' style open event, rather than a public meeting, was held between 2pm and 5pm on Thursday 5<sup>th</sup> December 2013 at Holly Grove School. This format of meeting is preferred to as it allows any interested parties, either individually or in small groups, to have their questions answered and to be given information to enable them to gain a better understanding on all of the aspects of the proposals.

LCC officers met with the head teacher in the run up to consulting on these proposals. The head teacher and Chair of Governors then discussed this at subsequent Governing Body meetings and the governors were reported to be in support of the proposals.

The whole school took part in the consultation in three phases. In the first phase LCCs Children's Trust People Participation representative spoke in assembly and asked the whole school to consider their immediate feelings about the proposals. The second phase saw pupils discuss the proposals, using a number of key questions, in their class and their school council representatives met to draw these comments together. The third phase saw a select number of the school council meet with LCCs Children's Trust People Participation representative to further elaborate on their opinions on the proposals.

The views from the 2 attendees at the meeting on the 5<sup>th</sup> December 2013 and the 13 written responses to the consultations are detailed and analysed in the report to the Cabinet Member for Children, Young People and Schools that was considered on 6<sup>th</sup> February 2014, which forms an integral element to these complete proposals.

The responses at the meeting were in support of the proposal (100%) and came from a parent and a parent-governor. Pupils, teaching staff, school management, nearby schools and a County Councillor. There were no directly opposing views regarding the proposal to permanently expand the school.

Consultation documents were widely circulated in hard copy and were made available on the following website: [www.lancashire.gov.uk/schoolorganisationreviews](http://www.lancashire.gov.uk/schoolorganisationreviews)  
This website has been updated and now allows access to the public notice and

complete proposal documentation for these proposals.

Copies of the consultation were also put on deposit at the school, local libraries and town halls. Additional hard copies were available from County Hall.

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

### **Project costs**

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

The provision and eventual delivery of permanent additional special school places will require schools' capital funding. A detailed assessment of the cost of providing the additional permanent accommodation has not yet been carried out. However, based on similar projects, it is anticipated that a budget in the region of £2.2million will be required. The capital costs of the project will be met from the existing Capital Programme provision and contributions from Barden Primary School (a partner on the Barden Campus site) and Holly Grove School.

Early estimated costs of the full expansion programme, including the non-statutory expansion of the primary school accommodation, are £2.2million. This will be funded by £1.8million from the existing Capital Programme and £0.4million contribution from the school partners, for additional accommodation over the Lancashire County Council offer.

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

The authority will be able to confirm funding availability once the Capital Programme has been agreed.

### **Age range**

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

N/A

### **Early years provision**

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

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

N/A

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

N/A

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

N/A

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

N/A

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

N/A

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

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

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

N/A

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



N/A

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

**Special educational needs**

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

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

Holly Grove School is currently officially designated as a 50 place school for pupils aged 2-11 with generic learning difficulties; this includes profound and multiple learning difficulty, severe learning difficulty, moderate learning difficulty and physical difficulty, as their primary special education need.

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

Specialist facilities will be provided appropriate to the needs of the pupils.

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

70 pupils with effect from September 2014

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

The total estimated cost of £2.2 million will be funded from the existing Capital Programme, which will contribute £1.8million, and both Barden Primary and Holly Grove School (on the Burnley campus) who will contribute £0.4million between them.

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

N/A

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

N/A

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

N/A

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

N/A

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

The current number of places is 50 and the proposal is to increase this by 20 places to 70.

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

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

N/A

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

N/A

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

N/A

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

N/A

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

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

The proposal, if approved, will improve the physical environment for existing Holly Grove pupils, all of whom have special educational needs, by providing the recommended space according to area guidelines, together with appropriate specialist facilities. It will also provide access to this type of specialist facility to an additional 20 children.

**Sex of pupils**

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

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

N/A

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

N/A

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

N/A

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

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

N/A

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

N/A

### **Extended services**

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

N/A

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

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

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

In recent years Lancashire has experienced increased special school pupil numbers as a result of increases in birth rates. In parts of the county demand for school places has also grown due to families moving into new housing developments.

The existing capacity in schools has meant that, in some areas, the increase in demand has not required any action. However, in other areas this is not the case. Increased pupil numbers in these areas means that, as local children reach statutory school age, there may not be sufficient places to meet demand.

Holly Grove School was established as a 50-pupil entry school. However, over recent years, there has been an increase of children with GLD who also present challenging behaviour, complex health needs and autism. Pupil numbers at Holly Grove School have been well over 50 for a number of years and by the autumn term 2013 the school already had 65 pupils on roll and in recent years has had to turn away pupils due to accommodation difficulties.

It is considered that if additional special school places are not provided in Burnley there will be insufficient local special school places for children living in the area. These pupils would then need to be found accommodation in alternative schools, possibly out of the immediate area or in non LCC maintained provision, which would lead to an increased demand on the public purse.

On the 7<sup>th</sup> November 2013 the Cabinet Member for Children, Young People and Schools approved the undertaking of stage 1 consultation on the proposal to expand Holly Grove School, in order to provide an additional 20 places as from September 2014, through the provision of additional classrooms on the existing site.

There is a demonstrable need for permanent additional special school pupil places in this area. Due to the location of Holly Grove School, high levels of demand for entry to the school, and the school's good standard of education, the enlargement was identified as a preferred option for the provision of additional places.

On the 6<sup>th</sup> February 2014 the Cabinet Member for Children, Young People and Schools approved a publication of statutory proposals to permanently expand Holly Grove Community Special School to admit an additional 20 pupils with effect from September 2014.

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

N/A

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

N/A

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

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

N/A

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

N/A

**Expansion of successful and popular schools**

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

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

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

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

of the Prescribed Alteration regulations.

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

The school is considered to be strong in terms of preference, attainment levels and leadership. There is a forecasted increasing demand for places and parental preference is for places in this specific area of the District. Consultations have confirmed the support for the expansion of the school. Lancashire County Council does consider that the presumption for the expansion of the school should apply. At its last OFSTED report in May 2011 the school was categorised as 'Good'.

#### **Additional information in the case of special schools**

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

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

Holly Grove School is currently officially designated as a 50 place school for pupils with generic learning difficulties (GLD) aged 2 – 11. All pupils at Holly Grove are day pupils.

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

Since the school was established, there has been an increase of children with GLD who also present challenging behaviour, complex health needs and autism. Pupil numbers at Holly Grove School have been well over 50 for a number of years and, during the autumn term 2013, the school had 65 pupils on roll. It is anticipated that this demand will continue to increase and, therefore, a revision in the approved number of the school is proposed to raise the total pupil number to 70.

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

Any child already on roll at Holly Grove School will still be able to attend the school and benefit from the improved facilities and environment that this proposal is offering.

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

N/A

- (e) where the proposals relate to a foundation special school a statement as to whether the proposals are to be implemented by the local education authority or by the governing body, and if the proposals are to be implemented by both, a statement as to the extent to which they are to be implemented by each body.

N/A