

## PROPOSALS FOR PRESCRIBED ALTERATIONS OTHER THAN FOUNDATION PROPOSALS: Information to be included in a complete proposal

### **The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013:**

#### **In respect of a LA Proposal: School and local authority details**

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

The proposal to expand the number of places at Trinity Church of England/Methodist Primary School, (Voluntary Aided), Unity Place, Buckshaw Village, Chorley, PR7 7HZ from 420 to 630 pupils is published by Lancashire County Council, the relevant local authority. The authority can be contacted at the following address: Asset Management, Corporate Commissioning, School Planning Team, Room, PO Box 61, County Hall, Preston, PR1 8RJ, Lancashire.

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

- (a) 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.
- (b) 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 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

(a) The implementation date for this proposal is 1<sup>st</sup> September 2016.  
(b) N/A

#### **Support, objections and comments**

3. A statement explaining the procedure for making representations, including:
  - (a) the date prescribed by which objections or comments should be sent to the local 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 four weeks from the date of

publication of these proposals any person may object to, or comment on the proposals by sending their representations to Asset Management, Corporate Commissioning, School Planning Team, PO Box 61, County Hall, Preston PR1 8RJ. Responses can also be emailed to schoolplanning@lancashire.gov.uk. To be considered as part of the decision making process to determine the proposals, responses must be received no later than Monday 13<sup>th</sup> July 2015.

#### **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.

Trinity Church of England/Methodist Primary School, Buckshaw Village was established in September 2010 to cater for the large housing development known as Buckshaw Village, built on the former Royal Ordnance Factory site. It was established as a one form of entry school with the intention to expand to two forms of entry when demand for increased places was evident. This demand rapidly became evident and from September 2013 the school expanded to take 60 pupils each year.

As part of the planning process for a site on the development on Buckshaw Village known as Group One, a further site was secured on the village, for the provision of primary school places.

With the further development of houses on Buckshaw Village it became apparent that additional school places would be required. In July 2014, the Provision Planning Team undertook a survey on Buckshaw Village to gauge the demand for school places required in the near future.

In response to the demonstrable demand for places, the Cabinet Member for Children, Young People & Schools approved the temporary expansion of Trinity Church of England/Methodist Primary School from 60 to 90 pupils for September 2015 on 4<sup>th</sup> December 2014.

On 12<sup>th</sup> January 2015 the Cabinet Member for Children, Young People & Schools agreed that a period of consultation be undertaken to allow a permanent increase in Reception intakes from 60 to 90 from September 2016. Should the permanent expansion be approved this would be accommodated initially on the existing school site but would be followed by a permanent build on the 'Group One' site, to create a split site school.

## School capacity

5.

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

The current capacity of the school is 420 which will rise to 450 on 1<sup>st</sup> September 2015 with the proposed total capacity across the two sites being 630.

- (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;

The current published admission number for the school is 60. The proposed admission number for the enlarged school will be 90.

- (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;

An additional 30 pupils will be admitted to the school in September 2015 as the Cabinet Member for Children, Young People & Schools has already approved a temporary expansion of the school for that academic year. If the permanent expansion is approved, a further 30 additional pupils will be admitted to the Reception year in September 2016 and each year thereafter until the school is full to its new increased capacity of 630.

The September 2015 and 2016 (if approved) intakes will be accommodated in temporary accommodation on the existing site in the first instance while new accommodation is constructed on the 'Group One' site.

- (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.

- (e) A statement of the number of pupils at the school at the time of the publication of the proposals.

In January 2015, the number of pupils on roll was 338 with every year group at or exceeding its specific admission number.

## 6. Additional site

- a) 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.

It is proposed that the expansion will be achieved by the use of temporary accommodation already in place on the current school site from a previous expansion project, whilst a new permanent school building is constructed on the 'Group One' site. On completion of this build, the school will be a split site school. Please see attached the outline plan of the school site.

### **The reasons for the expansion**

Trinity Church of England/Methodist Primary School, Buckshaw Village was established in September 2010 to cater for the large housing development known as Buckshaw Village, built on the former Royal Ordnance Factory site. It was established as a one form of entry school with the intention to expand to two forms of entry when demand for increased places was evident. This demand rapidly became evident and from September 2013 the school expanded to take 60 pupils each year.

As part of the planning process for part of the development on Buckshaw Village known as Group One, a further site was secured on the village, for the provision of primary school places.

With the further development of Buckshaw Village it became apparent additional school places would be required. In July 2014, the Provision planning Team undertook a survey on Buckshaw Village to gauge the demand for school places required in the future.

In response to the demonstrable demand for places, the Cabinet Member for Children, Young People and Schools approved the temporary expansion of Trinity Church of England/Methodist Primary School from 60 to 90 pupils for September 2015 on 4<sup>th</sup> December 2014.

On 12<sup>th</sup> January 2015 the Cabinet Member for Children, Young People and Schools agreed that a period of consultation be undertaken to allow a

permanent increase in Reception intakes from 60 to 90 from September 2016. Should the permanent expansion be approved this would be accommodated initially on the existing school site but would be followed by a permanent build on the 'Group One' site.

### **Admission and curriculum arrangements**

On completion, the new site will be used to accommodate the school's Foundation Stage and KS1 classes. It is anticipated that there will be capacity in the new building for the whole school to meet in a school hall.

The following is an extract from the school's Admissions Policy:

*'The number of places available for admission to the Reception class in the year 2016 will be a maximum of 90.*

*A temporary expansion with an increased admission number of 90 was agreed for 2015-16 (September 2015 reception intakes). The children will all remain on the existing school site during the 2015-16 school year. Consideration of a permanent expansion with an admission number of 90 is underway. If agreed this may require developing a second site within the Buckshaw Village area. Should this happen the governing body will continue to apply their existing admission arrangements (as below).*

*However for reception intakes for the school year within which the second site will be operational (and thereafter), where there are more applicants than available places, the distance tie break will measure from home address to the nearest of the two school sites.*

*(Full Admissions Policy Available on the schools website).'*

'There will not be movement of pupils between sites on a daily or weekly basis – there may be occasions during the school year where it is felt important we have an opportunity to be together as a whole school e.g. Worship at Christmas or Easter or for Sports Day and therefore some movement will happen but this will, by necessity be limited.'

### **Governance and administration**

Whole school activities will be organised as they currently are with organisation taking into account the needs of differing age groups of children and their families' relevant ratios and health and safety.

Staff will be employed to work at Trinity CE Methodist Primary School which will encompass both sites. Some Leadership staff will work between the two sites but it is not anticipated that there will be a need for other staff to work on both sites.

The school governance arrangements remain the same and the school leadership team will work across both sites to help to contribute to the sense of unity as one school with two sites.

### **Physical characteristics of the school**

There will be a need to share resources in order to facilitate the sense of belonging to a whole school community. It is hoped (in fact the children raised this as a requirement in their consultation), that the school will have an indoor space on the new site large enough to accommodate the whole school. The school has the capacity to share playing fields at the existing site for whole school events. The school will also ensure children in Year 2 are sufficiently used to the existing building for an effective transfer into Year 3.

The new site is easily accessible to the community that the current school serves and is within 15 minutes walking distance of the existing school site.

- b) 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

### **Objectives**

7. The objectives of the proposals.

In response to demonstrable demand for additional school places to serve the inhabitants of the growing residential development of Buckshaw Village, the objective of the proposal is to permanently expand the school to admit 30 additional pupils to each reception year with effect from September 2016. Initially this will be through the provision of temporary accommodation on the existing school site, while additional permanent accommodation is constructed on a second school site (known as the 'Group One' site) nearby. The expansion would increase the school's admission number to 90, leading to Trinity Church of England/Methodist Primary School's capacity gradually increasing from 420 to 630.

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

8. If the proposals involve adding places:

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

As a result of the recent growth in the number of births in the local area and the continuing growth of the Buckshaw Village housing development, the number of school places currently available will not be enough to meet the increased demand as the children reach school age. Therefore, additional permanent places are needed in this area. The approval of the proposal to permanently expand Trinity Church of England/Methodist Primary School will help to address this demand and ensure so far as is reasonably possible that every child is provided with a school place in close proximity to their home. Additional places provided at the school since 2013 have already filled in each age group and the 90 temporary places provided for September 2015 have been filled.

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

The following is an extract from the school's Admissions Policy:

*'Consideration of a permanent expansion with an admission number of 90 is underway. If agreed this may require developing a second site within the Buckshaw Village area. Should this happen the governing body will continue to apply their existing admission arrangements (as below).*

*However for reception intakes for the school year within which the second site will be operational (and thereafter), where there are more applicants than available places, the distance tie break will measure from home address to the nearest of the two school sites.*

*(Full Admissions Policy Available on the schools website).'*

The governors review admission criteria on an annual basis to ensure that they reflect the ethos of the school and remain compliant with admissions legislation. The Diocese have been involved in the process throughout to ensure the religious character of the school has been maintained as the demand in the area for education in accordance with the tenets of the religious denomination was identified as a local need.

The school will retain the name Trinity Church of England/Methodist Primary School.

- (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

## 9. Expansion of successful and popular schools

- (a) 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.

The School is a successful and popular school and has been over-subscribed for every year since it opened in September 2010. It is strong in terms of attainment levels and leadership and had an Ofsted inspection in March 2012 which judged the school to be good. There is a forecasted increasing demand for reception places. Consultations have confirmed the support for the expansion of this school. The 30 additional temporary places which were provided at the school for September 2015 have already filled. Therefore, Lancashire County Council does consider that the presumption for the expansion of this school should apply.

## Consultation

10. 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. Headteachers and governors of other local schools in Lancashire were all consulted, as were members of local district councils. (Buckshaw Village development straddles the border between two districts – Chorley and South Ribble). A full list of consultees is detailed on page 8 of the consultation document which forms an integral element to these complete proposals.

An appointment led event, rather than a public meeting, was held between 3pm and 8pm on Tuesday 3<sup>rd</sup> February 2015 at Trinity Church of England/Methodist Primary School. This format of meeting is preferred as it allows the 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.

Following on from a meeting with all local Headteachers, LCC officers met with the Headteacher in the run up to consulting on these proposals. The Headteacher and Chair of Governors then discussed this at subsequent Governing Body meetings and the governors were reported to be in support of the proposals.

A children's consultation was undertaken by the school, in which pupils of the school were asked to express their opinion on the proposal.

The views from the meetings, the written responses to the consultations, and the children's consultation are detailed and analysed in the report to the Cabinet Member for Children, Young People and Schools that was considered on 19th May 2015. This forms an integral element to these complete proposals.

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 document were put on deposit at the school, local libraries and town halls, and at the Buckshaw Village Hub. Additional hard copies were available from County Hall, Preston.

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

## Project costs

11. 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 authority, and any other party.

The minor refurbishment of the existing temporary accommodation on site required for the provision of the temporary expansion and the eventual delivery of permanent additional primary school places on the second site will require schools' capital funding. The new site for the expansion project is secured via a Section 106 agreement between the housing developer and Chorley Borough Council and will be transferred to LCC for the provision of primary school places.

The modification to the existing temporary accommodation is funded from within the current schools' capital allocation. Additional revenue funding has already been identified to meet the revenue costs generated by the expansion of the school and the additional pupils attending the school because of this expansion.

The estimated capital costs for the permanent build have not yet been finalised as the project has not been committed to the design stage, and the leadership team and Governing Body are still in discussions on how best to structure and operate the school across the split site. However, initial estimates suggest a figure between £3.8m and £4.3m. The Governing Body is not being asked to contribute to the scheme. If, however, the school wishes to undertake additional works to enhance the basic need project, then it would have to fund this.

12. A copy of confirmation from the Secretary of State, local education authority and the Education Funding Agency (as the case may be) that funds will be made available (including costs to cover any necessary site purchase).

The authority can confirm that funds are available and have been identified to be used for the purposes of this project, subject to final determination of the proposal at the end of the representation period.

An additional site on Buckshaw Village for a new one form of entry school has been secured via a Section 106 agreement under the Town and Country Planning Act 1990. The parties to this agreement are Chorley Borough Council and Persimmon (the housing developer). Lancashire County Council has requested Chorley Borough Council to seek a deed of variation to the s106 agreement to enable the expansion of an existing school onto the site, prior to the land being transferred into the authority's ownership.

