



Report to: Cabinet

Date: 2 April 2009

Subject: Proposal to increase the admission number of St Peter's C of E Primary School, Hindley and to enlarge the school premises.

Report of: Executive Director Children and Young People's Services

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Purpose / summary: The purpose of this report is to:

- give details of responses received during the statutory (stage 3) representation period for the proposal; and
- request Cabinet to make the final decision on the proposal.

Alternative options considered and reason for selecting the one recommended: These are provided within the report

Recommendation / decision: Cabinet is recommended to approve the proposals to:

- increase the admission number of St Peter's C of E Primary School, Hindley from 35 to 45 with effect from 1 September 2010
- enlarge the school premises to accommodate the increase.

Key Decision: This report involves a key decision within ground(s) 1.

The decision made as a result of this report will be published within **48 hours** and cannot be actioned until **seven working days** have elapsed, i.e. before 16 April 2009

This item is included in the Forward Plan.

Risks / Implications:

Financial:

There is no capital cost associated with increasing the admission number in September 2010.

It is proposed that the extension to the school required for September 2013 will be funded through LCVAP and the governing body 10% contribution.

Staffing:
Policy:

Subject to governing body decision
Wigan's Strategy for School Places and Buildings

Equal Opportunities - Has a Diversity Impact Assessment been conducted?

No

Wards affected:

Hindley

Property Implications – Does the proposal involve a reduction, addition or change to the Council's asset base or its occupation?

Yes. The proposed extension will potentially result in a requirement to transfer additional land to the Diocese for school building purposes.

If yes, have the property implications been agreed with the Corporate Property Officer?

Does this proposal have significant implications for the Council and the local population?

Yes, a diversity impact assessment is attached.

Does this proposal involve a new policy or procedure or significant changes to an existing policy or procedure?

No.

Has the Service Director - Borough Solicitor confirmed that the recommendations within this report are lawful and comply with the Council's Constitution?	Yes
Has the Service Director - Corporate Services confirmed that any expenditure referred to within this report is consistent with the	Yes

Council's budget?

Are any of the recommendations within this report contrary to the Policy Framework of the Council?

No

For Cabinet reports only :

Categorisation of the report:			
Discussion leading to a decision	X	Discussion	
Monitoring		Decision	
Sharing for corporate understanding		Information	


Tracking/Process:

	Consultation	Ward Members	Partners
Panel	Overview & Scrutiny	Cabinet	Council
		02/04/2009	

List of Background Papers in accordance with Section 100D of the Local Government Act 1972:

Title of document	Which meeting did it go to?	Date of meeting	Copy available from?
Wigan's Strategy for School Places and Buildings		2008/2009	CYPS Progress House Westwood Park Drive, Wigan, WN3 4HH

Proper Officer



Date

April 2009

1 Background

- 1.1 The governing body of St Peter's C of E Primary School, Hindley wishes to increase the admission number of the school from 35 to 45 with effect from 1 September 2010. This increase means that the school premises would have to be extended with effect from 1 September 2013 when the first year group of 45 pupils moves into key stage 2.
- 1.2 As the proposal will increase the capacity of the school by more than 25% statutory consultation was necessary.
- 1.3 In November 2008 the governing body consulted the local authority and other statutory consultees at stage 1 of the proposals to increase the admission number and extend the school premises. This was considered at Cabinet on 27 November 2008 and Elected Members responded positively to the proposals proceeding to Stage 2 of statutory consultation (publication of statutory notices).

2 Publication of notices and the representation period

- 2.1 On 29 January 2009 the governing body of St Peter's C of E Primary School published a statutory notice on the proposal. A copy of the notice is attached at Appendix A and copies of the complete proposal with its appendices are attached at Appendix B.
- 2.2 The statutory representation period for prescribed alterations of this kind is four weeks. The local authority received two comments on the proposal by the closing date of 26 February 2009. These are attached at Appendix C.

2.3 Comments received

- 2.3.1 A member of the school's governing body confirmed support for the proposal.
- 2.3.2 Liverpool Diocesan Board of Education also supports the proposal because it believes that not to do so would be to deny children living in St Peter's Parish places at their local school (an email copy of this representation was received before the closing date).

3 Consideration of the proposals

- 3.1 The following information must be considered before a decision is taken:
 - 3.1.1 Has all the necessary information been provided?

Copies of the following have been provided:

- the public notice and full proposals;
- details of the stage 1 consultation which are contained within the full proposals and their appendices; and
- copies of the comments received.

3.1.2 Does the published notice comply with statutory requirements?

The governing body consulted the Department for Children, Schools and Families (DCSF) School Organisation Unit and Wigan Council Business Support Services – Legal and Democratic Division prior to publication to ensure that the notice complied with statutory requirements.

3.1.3 Has statutory consultation been carried out prior to the publication of the notice?

The full proposals attached at Appendix B cover the stage 1 consultation in detail.

3.1.4 Are the proposals linked to other proposals?

No.

3.2 Further considerations

3.2.1 Cabinet should also consider a range of other issues including whether the proposals will contribute to raising standards: the impact on community and travel; and whether capital funding is available to implement the proposal.

3.2.2 The governing body believes that the proposed change will contribute to raising standards as:

- the school is successful and more children will have the opportunity of gaining places; and
- it will enable the school to organise teaching groups more effectively, allowing class sizes of 30 throughout the school (currently class sizes in Key Stage 2 are 35).

3.2.3 The proposal may reduce travel as it will provide for pupils living in the locality of the school who are currently refused places and must travel to other schools.

3.2.3 No capital funding is necessary to increase the admission number at the school on 1 September 2010 as the school already has four Reception/key stage 1 classrooms. Capital funding to extend the school premises with effect from September 2013 will be provided through the Locally Co-ordinated Voluntary Aided Programme (LCVAP) funding (supported by Liverpool C E Diocese) and the governing body's 10% contribution.

4 Decision

4.1 Cabinet may approve the proposals; reject them; approve them subject to modification; or approve them subject to meeting a specific condition.

4.2 Cabinet must also provide the main reason for its decision.

5 Recommendation

5.1 Cabinet is recommended to approve the proposal.

APPENDIX A



Proposal to increase the admission number of St Peter's C of E Primary School, Hindley and to enlarge the school premises

Notice is given in accordance with section 19(3) of the Education and Inspections Act 2006 that the governing body of St Peter's C of E Primary School intends to make a prescribed alteration to St Peter's C of E Primary School (Voluntary Aided), Kildare Street, Hindley, Wigan, WN2 3HY from 1 September 2010.

The proposer intends to increase the admission number of the school from 35 to 45 per year for the school year beginning 1 September 2010 and subsequent years. The school premises will be extended to accommodate the additional pupils.

The current capacity of the school is 245 and the proposed capacity will be 315. The current number of pupils registered at the school is 244. The current admission number for the school is 35 and the proposed admission number will be 45.

This Notice is an extract from the complete proposal. Copies of the complete proposal can be obtained from: Wigan Council, School Places Team, Children and Young People's Services, Progress House, Westwood Park Drive, Wigan, WN3 4HH telephone 01942 486030 or from the Wigan Council website www.wigan.gov.uk

Within four weeks from the date of publication of these proposals, that is by 26 February 2009, any person may object to or make comments on the proposal by sending them to Wigan Council, School Places Team, Children and Young People's Services, Progress House, Westwood Park Drive, Wigan, WN3 4HH or by email to schoolprovision@wigan.gov.uk

Signed: Mrs S Davidson, Chair of Governors

Date: 29 January 2009

Notes

1. Due to the current numbers of pupils, organisation, staffing and accommodation at the school, the increase in accommodation will only be necessary from 1 September 2013 when the first year group of 45 pupils moves into key stage 2

Proposals for a prescribed alteration other than a foundation proposal

School and governing body's details

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

St Peter's C of E Primary School
Kildare Street
Hindley
Wigan
WN2 3HY

The category of school is voluntary aided.

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 is proposed to implement the proposals on 1 September 2010

The proposal will not be implemented in stages.

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.

(a) Written objections or comments should be sent to the local authority by 26 February 2009.

(b) Written objections or comments should be sent to:

Wigan Council
School Places Team
Children and Young People's Services
Progress House
Westwood Park Drive,
Wigan
WN3 4HH

Or by email to schoolprovision@wigan.gov.uk

Alteration description

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

The proposal is to increase the published admission number at the school from 35 to 45 for the school year beginning on 1 September 2010 and subsequent years.

The school buildings will be extended to accommodate the additional pupils. Due to the current numbers of pupils, organisation, staffing and accommodation at the school, the increase in accommodation will only be necessary from 1 September 2013 when the first year group of 45 pupils moves into key stage 2

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;

The current capacity of the school is 245.

The proposed capacity of the school after the alteration is 315.

- (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 proposed number of pupils admitted to the schools in the relevant age group (Reception) is 35.

The proposed number of pupils to be admitted to the relevant age group in the first school year in which the proposals will have been implemented is 45.

- (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;

Not applicable

- (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.

Not applicable

(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.

The number of pupils at the time of publication of the proposal is 244

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.

Not applicable

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.

The extended accommodation will be provided within the current school site.

(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.

Not applicable

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;

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

(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;

Not applicable

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

Not applicable

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;

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

Objectives

- 10.** The objectives of the proposals.

The school is popular and receives far more applications than the number of places available. Increasing the admission number means that more parents will get their first choice of school. The school is successful, as shown by the inspections by both OFSTED and SIAS and this proposed increase in numbers would allow more children to benefit from the high standard of education already provided at the school. Moving to an admission number of 45 will help the school to organise teaching groups more effectively allowing class sizes of 30 throughout the school. Proposed new housing in the area will create more demand for school places. Increasing the admission number at St Peter's will increase the total number of places available.

Consultation

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

(a) A list of the persons who were consulted at stage 1 is attached at appendix 1

(b) Minutes of all public and consultation meetings are attached as follows:

- Appendix 2: Drop in meetings with parents and members of the community
- Appendix 3: Meeting for staff of St Peter's C of E Primary School
- Appendix 4: Meeting for governors of St Peter's C of E Primary School

(c) A summary of the views of the persons consulted is attached at appendix 5

(d) All applicable statutory requirements in relation to the proposal to consult were complied with as follows:

- adequate time was allowed: 6 weeks during term time;
- sufficient information was provided: in the consultation document, at a drop-in session for parents and the community and at meetings with staff and governors of the school;
- it was made clear in the document, on the local authority website and at the drop-in sessions and meetings how consultees could express their views: in writing or by making comments at the meetings;
- all the views expressed were presented to the Governing Body when they made the decision to publish the proposals; and
- all parties specified in school organisation guidance were consulted.

(e) The stage 1 consultation document is attached at appendix 6. Details of how this was made available are included in appendix 1

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 initial estimated cost for the project is £690,000. With agreement from the local authority and Liverpool Diocese, the Local Authority Co-ordinated VA Programme (LCVAP) funding will cover £549,000, Devolved Formula Capital (DFC) funding will cover £72,000 and the governors' 10% contribution will cover £69,000.

See letter from Diocese of Liverpool Education Department (appendix 7)

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).

Not applicable

Age range

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

Not applicable

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;

Not applicable

- (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;

Not applicable

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

Not applicable

- (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;

Not applicable

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

Not applicable

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.

Not applicable

(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.

Not applicable

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;

Not applicable

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

Not applicable

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

Not applicable

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

Not applicable

(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;

Not applicable

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

Not applicable

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

Not applicable

(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;

Not applicable

(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.

Not applicable

- 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;

Not applicable

- (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;

Not applicable

- (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;

Not applicable

- (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.

Not applicable

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.

Not applicable

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;

Not applicable

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

Not applicable

- (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).

Not applicable

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;

Not applicable

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

Not applicable

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.

The excellent extended services of our Before and after School Club will continue as currently provided.

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;

Information supplied by the local authority indicates that projected first preference applications for Reception class will be as follows:

2009/2010	2010/2011	2011/2012	2012/2013
47	47	45	54

For Reception class in 2008 there were 58 first preference applications and 105 applications in total. Fourteen appeals were heard for Reception class places

St Peter's C of E Primary School has been judged to be 'consistently good with outstanding features' by OFSTED and the SIAS report judged the school to be 'outstanding' in all areas. An increase in our admission number to 45 would allow more children to enjoy the same high standard of education that is already provided and address parental preference issues at the same time.

- (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;

'Regular attendance at St Peter's Church' and 'Baptised at St Peter's Church' are both criteria for admission to school. Over the last few years there has been an increase in the Church attendance cards submitted with application forms and Church Baptism records show a steady increase for the last three years with the number of baptisms in the year 2006/2007 being 74, in 2007/2008 being 75 and to September 2008 the number was 80. We feel that these increases are a significant feature for admission to St Peter's 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.

Not applicable

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;

Not applicable

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

Not applicable

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.

Not applicable

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;

Not applicable

- (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;

Not applicable

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

Not applicable

- (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;

Not applicable

- (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.

Not applicable

Appendix 1

List of those consulted at Stage 1 and the ways in which the consultation document was made available to them

Consultee	Way in which consultation document was made available
The local authority	Copies were distributed to all elected members via the council's internal mail system. Officers produced a report for Cabinet informing them of the consultation and seeking the local authority's view.
Staff of St Peter's C of E Primary School	The headteacher distributed copies to all members of staff.
Governors of St Peter's C of E Primary School	Copies were posted to governors' home addresses.
Parents of pupils currently attending St Peter's C of E Primary School	A copy was sent to each family by 'pupil post'.
Parents of pre-school children in the area	A number of copies were sent to nurseries in the area (Hindley Surestart and voluntary and private providers) and managers asked to place them where they would be accessible to parents and staff.
Staff and governing bodies of other schools in the area: <ul style="list-style-type: none"> • Hindley J&I • Hindley Green Community Primary • Sacred Heart Catholic Primary • Castle Hill St Philip's C E Primary • St John's C E Primary • All Saints C E Primary • St Benedict's Catholic Primary 	A number of copies were sent to the schools and the headteachers asked to give one to the chair of governors and to place the remainder where they would be accessible to parents and staff.
MP for the area	A copy was posted.
Trade Unions and other	Copies were posted.

professional associations	
Local Diocesan authorities	Copies were posted.
Other members of the community	<p>Copies of the document were made available at:</p> <ul style="list-style-type: none"> • Hindley town hall • Hindley library • Wigan town hall • Hindley and Hindley Green post offices • Hindley health centre • Children and Young People's Services reception

Appendix 2

Consultation on the proposal to increase the admission number of Hindley St Peter's C of E Primary School from 35 to 45

Stage 1 Consultation

Monday 20 October 2008 at Hindley St Peter's C of E Primary School, Kildare Street, Hindley, Wigan, WN2 3HY

Drop-in session for parents

Diocesan officers present (Liverpool C E Diocese)

Stuart Harrison

Local authority officers present (Wigan Council)

Chris Parry Principal Officer – School Provision

Headteacher of the school

Sharon Bruton

Parents comments and questions

Parent 1

- Will the Assembly hall still be large enough for extra children especially at lunchtimes and worship?
- Concerned about the curriculum with mixed aged teaching.
- If the proposal is agreed, will all existing classes increase to 45 in 2010?
- Traffic congestion at the bottom of Kildare Street will increase.
- Will the before and after school clubs increase their places to accommodate extra children?

Parent 2

- Concerned that a bigger school will lose some of its personality and family ethos. A bigger school is not necessarily better.
- Has a child in Y1 and a child who will start Reception in 2010. The parent asked if the Y1 child will still be in a class of 35 when in Key Stage 2 and how the classes will be organised in the future.
- Has concerns about mixed aged classes and feels that some children may be stigmatised.

Parent 3

- Asked if the increase in pupil numbers would happen gradually.
- Will there be 2 classes for each year group when the school is admitting 45? As the response was no, the parent queried what class sizes would be.
- Concerned about the congestion in Kildare Street.
- Will the car park be extended because of extra staff?
- There is a benefit to the proposal as future junior classes will be 30 not 35.

Parents 4 (child currently in nursery)

- How will Reception and other infant classes be organised in September 2009?
- How long will children be in a particular group if they are in one of the mixed age classes?
- How will teaching be delivered and classes be organised in year groups of 45?
- Will the admission criteria be the same if the admission number increases? The admission policy was clarified with regard to the Church attendance. Parents concerned that they are disadvantaged as they attend a Church in another parish.

Parent 5

- The proposal is a very good idea, it is positive and exciting.
- How will children be vertically grouped?
- Will current Key Stage 2 in the juniors be affected?
- Are there any plans to establish a nursery?

Appendix 3

Consultation on the proposal to increase the admission number of Hindley St Peter's C of E Primary School from 35 to 45

Stage 1 Consultation

Monday 20 October 2008 3.30pm – 3.50pm at Hindley St Peter's C of E Primary School, Kildare Street, Hindley, Wigan, WN2 3HY

Meeting with 13 members of Staff

Diocesan officers present (Liverpool C E Diocese)

Stuart Harrison

Local authority officers present (Wigan Council)

Chris Parry Principal Officer – School Provision

Headteacher of the school

Sharon Bruton

The draft plans for the school building were available for the staff to look at.

The headteacher invited the staff to ask questions.

Question

Will the extra children fit into the Assembly Hall at lunch time?

Response

Lunch times can be staggered, if necessary. The building could possibly be looked at again after 2-3 years.

Comment

The size of the Assembly Hall will also be an issue for PE and assemblies especially class assemblies.

Response

The Assembly Hall may need to be extended in the future; we need to see what happens over the next 7–8 years as pupil numbers increase. Any increase in the Assembly Hall would mean internal reorganisation. The Hall isn't quite used to its full capacity at the moment and we may need to look at delivering PE in different ways. It may be big enough under BB99 regulations.

Question

If the admission number increases to 45 could parents use this fact at appeal to get places in other year groups?

Response

This would be defended by explaining it is a rolling programme and there is no immediate funding available for extra teachers. Legal advice would be sought if this happens.

Question

Is there any chance of having separate playgrounds for Key Stage 1 and Key Stage 2, as there will be a lot of children and more tarmac space is needed.

Response

We do not want separate playgrounds for Key Stage 1 and Key Stage 2 as it is divisive. We may be able to expand the current playground.

Question

Will there be any extra storage space or toilets?

Response

According to BB99, the building has enough of both.

The headteacher commented that staff have been involved in the design of the proposed building work and their comments incorporated as far as possible.

There were no further questions, the meeting concluded at 3.50pm.

Appendix 4

Consultation on the proposal to increase the admission number of Hindley St Peter's C of E Primary School from 35 to 45

Stage 1 Consultation

Monday 20 October 2008 at Hindley St Peter's C of E Primary School, Kildare Street, Hindley, Wigan, WN2 3HY

Meeting with 12 governors of the school

Diocesan officers present (Liverpool C E Diocese)

Stuart Harrison

Local authority officers present (Wigan Council)

Chris Parry Principal Officer – School Provision

Headteacher of the school

Sharon Bruton

The draft plans of the school building were available for the governing body to look at.

The headteacher invited the governing body to ask questions.

Question

I am in favour of increasing the admission number, but how do we fit an extra 70 children into the assembly hall?

Response

The size of the assembly hall is determined by BB99. The architect will be asked to check the size of the hall. There will be 7 years before the increased admission number affects all year groups, therefore there will not be an issue before 2015/16. We need to look at capital funds available at the time and consider if we wish / are able to expand the hall.

Fitting children into the hall at lunch time is a management issue, a staggered start may be necessary.

There are some available slots and thought will be given to how PE will be delivered.

There are 2 form entry schools with one hall that already manage this issue.

Comment

A lot of children eat their sandwiches outside in the summer months.

Comment

We could look at other options available with Metrofresh.

Statement (Headteacher)

We may want to expand the playground as we do not want to separate playgrounds.

Question

Is there any chance of the school having a nursery?

Response

This needs to be considered in light of the whole community. We need to consider what funding and provision is available.

Comment

A community room will be beneficial in the future.

Question

Who will pay for white boards and projectors in the new classrooms?

Response

The building will be complete before the rooms are required. We will have time to address the funding required for new equipment.

The funding for additional pupils will start after two terms, funding for staffing is required first.

No further questions were asked and the meeting was brought to a close at 5.00pm.

Appendix 5

Proposal to increase the admission number of Hindley St Peter's C of E Primary School from 35 to 45

A total of 43 consultation response forms were received. The responses have also been counted according to category of respondent.

Responses

Question	Yes	No	Don't Know
Do you think that the booklet clearly explains why the Governing Body are proposing increase the admission number at Hindley St Peter's C of E?	30	11	2
Do you understand how and when to make your views on the proposal known?	43	0	0
Do you think the admission number at St Peter's C of E School should be increased?	19	18	6

Category of respondent	Number of responses
Parents of children attending St Peter's C of E	12
Staff at St Peter's C of E	8
Governor at St Peter's C of E	1
Staff from Castle Hill St Philip's	11
Staff from Hindley All Saint's C of E	1
Parents of children attending another school	6
Governing Body of Hindley Green St John's C of E	1
Members of the Community	3

Total	43

2 written responses from Councillors and comments made by some children currently attending Hindley St Peter's C of E Primary School were also received.



Proposal to increase the admission number from 35 to 45 at

**St. Peter's C of E Primary School
Kildare Street
Hindley
Wigan
WN2 3HY**

This booklet contains:

- reasons why the Governing Body of the school are proposing this increase;
- dates and times of meetings for parents, the public and the school's staff and governors; and
- information on how you can make your views known.

Introduction

This booklet gives you information about St. Peter's C of E Primary School and explains why the school governors want to increase the admission number of the school from 35 to 45.

The school

St. Peter's is one of four primary schools in Hindley and all four schools are full or nearly full. St. Peter's is a popular school and the number of applications for places is always more than the 35 places that the school can offer each year. For example, there were 58 first preference applications and 105 applications in total for the 35 places in Reception class in 2008. We do not have records of the total number of children born in the area, however, we do have records of the number of children baptised at St. Peter's. These records show a steady increase for the last 3 years, with the number of baptisms in the year 2006-7 being 74, 2007-8 being 75 and the year 2008 to date being 80. We feel that this will continue to be the case in the future. As baptism at St. Peter's is a criteria for admission to the school, we feel that this is a significant feature. More new houses are also planned to be built in the Hindley area and this may also increase the demand for school places.

The admission number of 35 is difficult for the school to manage as it means that the older children have to be taught in classes exceeding 30, the recommended number for best practice. The governors feel strongly that increasing the intake number to 45 would have a positive impact on the school. School could organise classes in a better way because there could be five Key Stage 1 classes of children and six Key Stage 2 classes of 30 children. This would improve learning and teaching at the school.

St. Peter's C of E Primary School has been judged to be 'consistently good with outstanding features' by OFSTED. SIAS (Society for the Inspection of Anglican Schools) consider that the school is 'outstanding' overall. The Diocese and Wigan Council are confident that any extra children admitted to the school will enjoy the same high standard of education that is already provided to all the existing children.

We would need to make some alterations and extensions to the school building to accommodate the extra children if the admission number is raised. The Diocese and the Wigan Council have agreed that, if this proposal goes ahead, a significant amount will be spent on the school buildings so that we are able to meet the needs of all the children properly. This will mean that some new teaching spaces will be provided and also that they working environment of the classes would be improved. Any building work that is carried out at the school will be planned in great detail so that any disruption to the life of the School is kept to an absolute minimum and the children will be safe at all times.

Proposal

It is proposed to increase the admission number of St. Peter's C of E Primary School from 35 to 45 from September 2010. The main reasons for this proposal are: -

- The school is popular and receives far more applications than the number of places available. Increasing the admission number means that more parents will get their first choice of school.
- The school is successful as shown by the inspections by both OFSTED and SIAS. This proposal would allow more children to benefit from the high standard of education already provided at the school.
- Moving to an admission number of 45 will help the school to organise teaching groups better than it can at the moment.
- The three other primary schools in Hindley all have an admission number of 30 so they can teach children in one class per year group.
- Proposed new housing in the area may create more demand for school places. Increasing the number of places at St. Peter's will increase the total number of places available.

Dates and times of meetings

We will hold meetings for everyone who may be affected by the proposal. At the meetings you will be able to talk to people from the school, the governing body, the Diocese and Wigan Council and ask any questions you have. We hope that you will be able to attend these meetings as your views are important. The views given at the meetings will be taken into account as part of the consultation.

Meeting	Date, time and venue	Who should attend
Drop-in session	Date: Monday 20 th October Time: 1:00 – 3:00 pm 5:30 – 7:00 pm Venue: St. Peter's C. of E. Primary School	This session is open to everyone, but especially parents of children attending the school and those considering applying for a place in the future. If you wish to attend, please contact the school and they will allocate you a time.
Meeting for staff	Date: Monday 20 th October Time: 3:30-4:30pm Venue: St. Peter's C. of E. Primary School	All staff of the school
Meeting for governors	Date: Monday 20 th October Time: 4:30 – 5:30pm Venue: St. Peter's C. of E. Primary School	All governors of the school

Next steps

A clear legal process has to be followed to increase the admission number of a school.

The table on the next page gives the timetable we will follow to move the proposal forward. It includes the:

- consultation periods; and
- points at which decisions will be made.

If you want to make your views known, you must do so within the dates given and in the ways described. If you make your views known outside of these periods, or in any other way than described, we cannot take them into account.

Proposed timetable

Event	Dates
<p>Consultation – during this time you tell us your views by:</p> <ul style="list-style-type: none"> ● Coming to the appropriate meeting as set out above. Notes will be taken at these meetings so there will be a proper record of the views expressed. ● Writing to or emailing the governing body, care of Wigan Council. ● Completing the response form at the end of this booklet <p>The address for correspondence is given at the end of the booklet.</p>	<p>10 October 2008 to 28 November 2008</p>
<p>Results of the consultation will go to the governing body and they will decide whether or not to continue with the proposal and move to the next stage.</p>	<p>December 2008</p>
<p>Representation period – if the governing body decides that it wants to go ahead with the proposal to increase the admission number, it must publish Statutory Notices. These are public notices that appear in a local newspaper, at the entrance to the school and in another public place in the area, such as a community centre or library. You can make your views known at this stage by writing to the governing body, care of Wigan Council, at the address at the end of this booklet. The address and the date by which written comments must be received will also be given in the public notice.</p>	<p>January 2009</p>
<p>Wigan Council takes the final decision on the proposal.</p>	<p>By the end of March 2009</p>

Certain organisations can appeal against the decision that is finally taken. Any such appeals must be received within four weeks of Wigan Council's decision.

If this timetable alters for any reason, the school, the governors or Wigan Council will let you know and give you the revised dates.

Address for correspondence

Wigan Council
Children and Young People's Services
School Places Team
Progress House
Westwood Park Drive
Wigan
WN3 4HH

email: schoolprovision@wigan.gov.uk

Telephone: 01942 486028 or 01942 486029

www.wigan.gov.uk

Response form

Please read the booklet carefully before making your response below. Please place an **X** in the box that most closely describes your views.

1. Do you think that the booklet explains why the Governing Body are proposing to increase the admission number at St. Peter's C of E Primary School?

Yes No Don't know

2. Do you understand how and when to make your views known on the proposal?

Yes No Don't know

3. Do you think the admission number at St. Peter's C of E Primary School should be increased?

Yes No Don't know

4. If you think that the admission number at St. Peter's C of E Primary School should **not** be increased, please say why you think this.

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5. Have you any other comments to make?

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6. Are you:

A parent or carer of a child at St. Peter's C of E Primary School?

Yes/No

A parent or carer of a child at another school?

Yes/No

If yes, please state which school.....

A member of staff at St. Peter's C of E Primary School

Yes/No

A member of staff at another school?

Yes/No

If yes, please state which school.....

A Governor of St. Peter's C of E Primary School?

Yes/No

A Governor of another school?

Yes/No

If yes, please state which school.....

Other member of the community

Yes/No

Please return your completed form by Friday 28th November 2008 to:

Wigan Council
Children and Young People's Services
School Places Team
Progress House
Westwood Park Drive
Wigan
WN3 4HH

Thank you for taking the time to complete this form.



Diocese of Liverpool
Education Department
Stuart Harrison
Assistant Director of Education

22nd January 2009

St Peter's CE Primary School
Kildare Street
Hindley
Wigan
WN2 3HY

Dear Ms Bruton

Building Work to accommodate increased intake

In relation to the above and following my previous email on the subject I am happy to confirm on behalf of the Board of Education that funding will be made available from grant sources, including both LA Co-ordinated Voluntary Aided Programme (LCVAP) and Devolved Formal Capital (DFC), to fund the proposed expansion.

As previously mentioned I would be grateful for an indication as to when the funding will be required. Assuming the proposal proceeds I understand that the first affected intake will be September 2010 but I seem to recall that the need for additional build might not be as soon as that. Given the huge demand on the LCVAP programme this year (2009/10) and next year (2010/11), any indication regarding timescale would be extremely useful.

In the meantime I hope this confirmation allows you to proceed.

Kind regards,

Yours sincerely

Stuart Harrison
Assistant Director of Education

St James' House, 20 St James Road, Liverpool-L1 7DY
Tel 0151 705 2180 Fax 0151 705 2211
Email: stuart.harrison@liverpoolanglican.org
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Carlisle, Chester, Liverpool, Manchester and York

From: sheilaandjim@blueyonder.co.uk
Sent: 22 February 2009 15:09
To: School Provision
Subject: hindley st.peter's admission proposal

I would like to register my support for the proposal to increase the admission number at Hindley St. Peter's School to 45 from September 2010. This will give more children the opportunity to attend a very successful school.

Jim Whisker
Governor
Hindley St. Peter's School



Diocese of Liverpool

Education Department
Dr Jon Richardson BA, PGCE, M.Ed, Ed.D.
Director of Education

26th February 2009

Ms Chris Parry
Principal Officer - School Provision
School Places Team
Children & Young People's Services
Progress House
Westwood Park Drive
Wigan
WN3 4HH

Dear Chris

Proposal to increase the admission number of St Peter's C of E Primary School, Hindley and to enlarge the school premises

I write to inform you of the decision taken concerning this proposal by the Executive Committee of the Diocesan Board of Education at its meeting earlier today.

I am sorry not to have been able to respond before now, but you may be aware that the committee considered this proposal at its January meeting and called for further information to be provided before it felt able to make a decision. Members of the committee were particularly concerned at the possible impact that this proposal might have on neighbouring Church of England primary schools and were aware that governors and staff at these were considering an objection to the proposals.

The committee has now been able to consider the additional information it had requested concerning the postcode addresses for all those children for whom a place had been sought at St Peter's Hindley for September 2008, the most recent information available for its purpose. This was provided by the Local Authority in the form of a dot map which showed, by different colours, the homes of those children who were admitted, those children who would

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Tel 0151 705 2190 Fax 0151 705 2211

Email: jon.richardson@liverpool.anglican.org

www.liverpool.anglican.org

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have been admitted had the proposed new Admission Number of 45 been applied and those children who would not have been admitted even if the new AN had been applied. Whilst it was recognised that this could only be a snap shot of one year, there was felt to be no reason why this would not be a typical picture for other years and, indeed, it was noted that the evidence confirmed claims made by the Governing Body of St Peter's, Hindley, concerning the pattern of applications for places at that school.

The relevant points were:

1. It was noted that a number of the 35 pupils that were admitted in 2008 lived outside the parish boundaries of St Peter's, Hindley. However, the school's Admissions Policy meant that these children were from families with a close connection to the church community at St Peter's, as they were admitted ahead of many other children who lived closer to the school and within the parish. This is an acceptable consequence of an Admissions Policy for a successful Church of England school and will be unaffected by any change in the Admission Number for St Peter's.
2. It was noted that the 10 children who would have been admitted if the new Admission Number had been applied lived within the parish of St Peter's and were therefore 'local' to that school, whilst the great majority of those children who would have been unsuccessful in gaining admission even with the proposed new AN also lived within the parish.
3. It was also noted that the child population of the Hindley area as a whole is predicted to remain relatively stable for the foreseeable future and that any change in the Admission Number for St Peter's, Hindley, would not, therefore, exacerbate any effect of falling school roles in the wider area.

Accordingly, the Executive Committee **resolved to support** the proposal to increase the admission number of St Peter's C of E Primary School, Hindley and to enlarge the school premises, believing that not to do so would deny places at St Peter's, Hindley, to children for whom this was their local school. The Committee wished it to be noted that its decision would have been different had there been any evidence that the additional pupils admitted to the school under a new Admission Number in future were likely to come in significant numbers from outside St Peter's parish.

I would be grateful if this response could be reported as part of the consultation correspondence for this proposal.

Yours sincerely



Jon Richardson
Director of Education

Diversity Impact Assessment Form

Section: Children and Young People's Services

Policy/Service Area: Commissioning of School Places

Person Completing Form: Chris Parry

Date: March 2009

Do any of the below groups suffer specific disadvantage (please indicate)

	Yes	No		Yes	No
Race		X	Disability		X
Ethnicity		X	Gender		X
Age		X	Religion		X
Class		X	Sexual Orientation		X

Is there evidence of disadvantage or associated problems?

The level of deprivation in the area, as evidenced through measures of child deprivation, is mixed.

The proposal will provide more places in the local area of the school and will increase the number of pupils accessing their first preference of primary school. This would also reduce travelling and the associated expense for a number of families.

How was the information collected and/or who have you consulted with?

There has been consultation with parents, the community and staff and governors of the school at stage1 of the proposals and at the statutory notice stage. Details are contained in the full proposals at Appendix B of the report.

Action Plan – *What specific actions are planned to tackle any disadvantage identified?*

N/A

Is the policy in line with current equality legislation and relevant codes of practice?

N/A

Timescale

Responsibility

Comments	
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Are the actions specified included in any other documents/plans?

Departmental Service Plan	
Section/Team Plan	
Other (Specify)	

Date for further review N/A

