

Consultation on the proposed enlargement of Marsh Green Primary School



Introduction

We are writing to tell you about our proposal to enlarge Marsh Green Primary School so that it admits 60 children each year instead of 30 as it does now.

This booklet contains information about Marsh Green Primary School and other neighbouring schools in the Wigan West school place planning area (see the map on page 8 to show the area). It explains the predicted demand for primary school places in the area and why the council is suggesting that we permanently extend Marsh Green Primary School.

Schools in the Wigan West school place planning area and current pupil numbers

School	Admission number	R	Y1	Y2	Y3	Y4	Y5	Y6	Total
Marsh Green Primary	30	54*	29	32	30	31	30	27	233
Orrell Lamberhead Green Community Primary	60	60	59	60	89*	90*	59	60	477
St Cuthbert's Catholic Primary	60	60	56	60	57	48	50	50	381
St John's CE Primary	30	30	29	30	28	30	30	26	203
St Mark's CE Primary	30	32	29	30	26	27	29	27	200
Westfield Community Primary	60	60	84*	59	62	55	60	58	438

Future pupil numbers in the area

We receive information on the total number of children born in the area from the Health Service. We use this information and other factors such as the trend of the numbers of children born in the area compared to how many actually start school there 4 years later, and use this to predict the numbers of children likely to be starting school in the future.

In the Wigan West school place planning area the birth rate and demand for places has been variable for a number of years, with the area receiving a number of late applications. To meet the need for places up to now, we have had to provide additional bulge classes at some schools in some year groups. These schools are Orrell Lamberhead Green Community, Westfield Community and Marsh Green Primary schools (* as indicated in the table above). In addition, a few years ago, St Cuthbert's Catholic Primary School increased its admission number by 10 from 50 to 60.

We have recently reviewed the number of places in the area the number of places needed for the future. The projections in the table below show that demand for places is set to be higher than the number of places available in the area. Therefore we are of the opinion that there is a need to build in permanent school places into the system to ensure we can offer children a school place.

Birth data and projected places needed in the Wigan West area

Year start school	2017/2018	2018/2019	2019/2020
Births	350	364	333
Projected number of pupils	302	314	287
Total places currently available	270	270	270
Difference	-32	-44	-17

Our proposal

We are proposing to increase the admission number of Marsh Green Primary School from 30 to 60 on a permanent basis from 1 September 2017. To do this we are proposing to enlarge the school.

The reasons why we are proposing to expand Marsh Green Primary School are:

- Educational standards at the school are good
- The school is popular with parents and is attracting increasing numbers of applications
- The school is in the area where the places are needed (Wigan West)
- There is space on the school site to provide the additional classrooms needed
- There are limited opportunities to expand other schools in the Wigan West area

Our proposal to expand the school buildings will ensure we can provide additional classrooms and other teaching and staff spaces that will be needed to offer an additional 30 places per year group.

What this means for you and your child

The amount of funding schools received depends mainly on how many children there are on roll. Therefore, a larger school can employ more staff and class sizes can remain the same as they currently are. More staff also means that the school can use its staffing more flexibly and that it can employ more specialist teachers.

If the proposal is approved, the additional 30 places will be offered in reception class for September 2017 and every reception intake thereafter. Therefore the pupil numbers at the school are expected to grow slowly. The head teacher and governors will decide on how the classes will be organised. Although an admission number of 60 is expected to give two classes of up to 30 children per year group.

Whilst there may be some building work going on at the school site, this will be planned so where possible this will happen in the school holidays. Any building works that take place during term time will be carefully managed so that this does not impact on children already in the school.

Consultation process

We will hold meetings to give you more details about the proposal and to answer any questions you may have.

Meeting	Date, time and venue	Who should attend
Meeting for staff	Date: 27 September 2016 Time: 3:45pm Venue: Marsh Green Primary School	All staff of Marsh Green Primary School
Meeting for governors	Date: 27 September 2016 Time: 4.45pm Venue: Marsh Green Primary School	All governors of Marsh Green Primary School
Consultation sessions with local authority school organisation officers	Date: 28 September 2016 Time: 1:30pm to 3:30pm and 5pm to 8pm Venue: Marsh Green Primary School	These are one to one sessions. They are open to everyone but especially to parents of pupils attending Marsh Green Primary School or those who may have children who will attend in the future. If you wish to attend one of these sessions, please contact Marsh Green Primary School either in person or by phone on 01942 222016 and you will be allocated a time to attend.

The consultation process

There is a process we must follow when we are proposing a change to school organisation such as this, the enlargement of a school

This is called the pre-publication consultation stage.

The information provided in the booklet and at the consultation sessions should be enough to enable people to form an initial view on the proposal. However, at this stage we have not worked out every detail of the proposal as we need to listen to your views and concerns so that the detailed proposals which we make later in the process can take these into account.

We are sorry that due to the volume of responses we receive when consulting on proposals for schools we will not be able to acknowledge written responses nor enter into correspondence with interested parties during or after the consultation period. It is important to attend the relevant consultation event if you require clarification or more information on the proposal.

This pre-publication consultation is primarily concerned with the proposal to enlarge Marsh Green Primary School. If the proposal is progressed further, residents and members of the community will be consulted on the proposed enlargement of the school as part of the planning application process, which will take place later, and their views will be reported back to the council.

Please note that all responses to this consultation will be made available to Elected Members (councillors) for decision making purposes.

Next steps

We must follow strict legal procedures to enlarge a school. The timetable below shows the periods of consultation and dates when decisions are expected to be made. If you make your views known outside of these periods, or in any other way than described, they cannot be taken into account.

Event	Dates
Pre-publication consultation – during this time you can make your views known by <ul style="list-style-type: none">attending the open consultation sessions (notes will be taken);writing to or emailing the council; orcompleting the response form at the end of this booklet	12 September 2016 – 14 October 2016
Results of the pre-publication consultation will go to the Cabinet of the council. Cabinet will decide whether it wishes to move on to the next stage of consultation.	24 November 2016
Formal consultation. This is when formal statutory notices are published on a proposal. These are public notices that appear in the local newspaper, at the entrances 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 or emailing the council at the address given at the end of this booklet. The address and date by which you must send written comments will also be given on the public notice.	8 December 2016 – 19 January 2017
The council makes the final decision on the proposal*	16 February 2017
School is enlarged	1 September 2017

*The following can appeal against the council's decision: the Bishop of the Liverpool Archdiocese; the Liverpool Church of England Diocese; and the governors of Marsh Green Primary School.

Please note that the timetable may alter. The council or the staff at Marsh Green Primary School will be able to tell you if this happens and let you know the new dates we are working towards.

Circulation list

We are consulting the following in relation to this proposal:

- Parents and prospective parents of children attending Marsh Green Primary school
- Pupils at Marsh Green Primary School
- Governors and staff of Marsh Green Primary School
- Diocesan authorities
- Other primary schools in the area
- Trade Unions and Professional Associations
- Elected Members (councillors)
- The local Member of Parliament
- The local community (via web site, placing of document in local community settings and in early years settings)
- Voluntary groups that use the school premises

Address for correspondence

School Organisation Team
People Directorate
Wigan Council
PO Box 100
WN1 3DS

Phone: 01942 486035

Email: wsf@wigan.gov.uk

Wigan West School Place Planning Area



Wigan Council

Based upon the Ordnance Survey Mapping with the permission of The Controller of Her Majesty's Stationery Office. Crown Copyright. Unauthorised reproduction infringes Crown Copyright and may lead to prosecution or civil proceedings.

Wigan MBC Local Authority Licence No. 100019578, 2012

Other Sources: Office of the Deputy Prime Minister, Indices of Deprivation 2007

Ordnance Survey

0 90 180 Meters

How to make your views known

Please read the information contained in this booklet carefully before making your response below.

Please place an **X** in the box that most closely describes your views.

a) Do you think that the booklet clearly explains what we intend to do at Marsh Green Primary School?

Yes

No

If not, please tell us why.

b) Do you understand how and when to make your views known?

Yes

No

c) Do you think that we should continue with the proposals for Marsh Green Primary School?

Yes

No

d) We welcome your comments on our proposals.

6. Please tell us who you are:

- a) A parent of a pre-school child:
- b) A parent or guardian of a child attending Marsh Green Primary School:
- c) A member of staff at Marsh Green Primary School:
- d) A member of staff at another school (please state):
- e) A governor at Marsh Green Primary School:
- f) A governor at another school (please state):
- g) A member of the community:
- h) Other:

Please provide your name and address below (this information is for identification purposes only and will not be shared beyond the council):

Please return your completed form no later than **Friday 14th October 2016**

Alternatively, you can complete the form online by logging onto www.wigan.gov.uk and following the links to Education and families / Schools / Admissions / Consultations

School Organisation Team
People Directorate
Wigan Council
PO Box 100
WN1 3DS

Phone: 01942 486035

Email: wsf@wigan.gov.uk