

Notice of Meeting

Cabinet Member for Schools, Skills and Educational Achievement Decisions

**Date & time**

Thursday, 11 June
2015 at 11.30 am

Place

Mess Conference
Room, County Hall,
Kingston upon
Thames, KT1 2DN

Contact

Anne Gowing
Room 122, County Hall
Tel 020 8541 9938

Chief Executive

David McNulty

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This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Anne Gowing on 020 8541 9938.

Elected Members

Mrs Linda Kemeny

AGENDA

1 DECLARATIONS OF INTEREST

To receive any declarations of disclosable pecuniary interests from Members in respect of any item to be considered at the meeting.

2 PROCEDURAL ITEMS

2a Members' Questions

The deadline for Members' questions is 12pm four working days before the meeting (5 June 2015).

2b Public Questions

The deadline for public questions is seven days before the meeting (4 June 2015).

2c Petitions

The deadline for petitions was 14 days before the meeting and no petitions have been received.

3 THE PROPOSED AMALGAMATION OF WEYBOURNE INFANT SCHOOL AND WILLIAM COBBETT JUNIOR SCHOOL

(Pages 1
- 16)

Surrey County Council (SCC) has consulted on a proposal to amalgamate Weybourne Infant School and William Cobbett Junior School.

The Cabinet Member is asked to review the comments received during the consultation and representation period, and determine the Statutory Notice.

David McNulty
Chief Executive
Published: 2 June 2015

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SURREY COUNTY COUNCIL**CABINET MEMBER FOR SCHOOLS, SKILLS AND
EDUCATIONAL ACHIEVEMENT****DATE:** 11 JUNE 2015**LEAD OFFICER:** JULIE FISHER, ACTING STRATEGIC DIRECTOR FOR
CHILDREN, SCHOOLS AND FAMILIES**SUBJECT:** THE PROPOSED AMALGAMATION OF WEYBOURNE INFANT
SCHOOL AND WILLIAM COBBETT JUNIOR SCHOOL**SUMMARY OF ISSUE:**

Surrey County Council (SCC) has consulted on a proposal to amalgamate Weybourne Infant School and William Cobbett Junior School.

The education consultation period was from 26 February 2015 to 19 April 2015. There were also two public meetings held at Weybourne Infant School and William Cobbett Junior School on 5 March and 10 March 2015, respectively.

On 27 April 2015, Statutory Notices were published at the school, in the local newspaper and on the Surrey Says website, stating the intention to amalgamate the schools. This is in accordance with the School Organisation (Prescribed Alterations to Maintained School) Regulations 2013.

The Cabinet Member is asked to review the comments received during the consultation and representation period, and determine the Statutory Notice.

RECOMMENDATIONS:

It is recommended that the Statutory Notice stating the local authority's intention to amalgamate Weybourne Infant School and William Cobbett Junior School is determined. This will mean that Weybourne Infant School will close on 31 August 2015 and the age range at William Cobbett Junior School will be extended on 1 September 2015 to form a new primary school.

REASON FOR RECOMMENDATIONS:

Both schools serve the Weybourne area of northern Farnham and both offer good education for all of their students. The two schools are on adjacent sites and the vast majority of students who attend Weybourne Infant School naturally transfer to William Cobbett Junior School. In such situations it is SCC's policy to consider amalgamation as it is felt that this secures the best future for all children.

DETAILS:**Business Case**

1. There are specific advantages of primary organisation over separate infant and junior schools including:

- a seamless transition from Key Stage 1 (Infants) to Key Stage 2 (Juniors)
 - greater ability to track pupil progress between key stages
 - greater opportunities for curriculum development
 - greater opportunities for staff development
 - greater flexibility with a larger budget to deploy staff and curriculum resources effectively
 - greater opportunities for staff recruitment
2. In addition, the Headteacher at William Cobbett Junior School is retiring at the end of this academic year which offers an ideal opportunity to recruit a new headteacher to take forward an amalgamated primary school. It is becoming increasingly difficult to recruit headteachers, particularly in small schools, and the range of teaching and leadership opportunities in a larger primary school represents a greater challenge for headteachers in post as well as aspiring headteachers.
 3. The Published Admissions Number (PAN) of the new primary school at Reception will remain at 40 places. The PAN for junior entry at the new primary school will be reduced to 50 places from the current 90 places. However, these 50 places will join the 40 places in the new primary school's Year 2 cohort, providing 90 places in each junior year group. The overall capacity of the school will not change, providing 120 places in Reception to Year 2 and 360 places in Years 3 to 6.

Building

4. There will be no building requirements for this project. Both of the current adjoining school sites will be retained, and the new primary school will operate in the existing school buildings over both sites.

CONSULTATION:

5. A consultation was undertaken with relevant stakeholders and consultation documentation was issued. Two public meetings were held at the schools during the consultation period. On Monday 27 April 2015, Statutory Notices were issued for a period of four weeks, inviting any further representations.

Consultation responses

6. In total, the public meetings were attended by over 20 parents, residents and other interested parties. Overall, eight responses were received to the consultation, all via the Surrey Says website. The responses included six from parents.
7. There was a consensus of general agreement with the proposal through the consultation responses and the public meetings that were held.
8. Of the eight responses, all agreed with the proposal.
9. Concern about the proposal can be themed in two areas, these will be summarised and responded to in the following sections.

Availability of junior places

10. One respondent questioned the impact that an amalgamation would have on the availability of junior places for children from other local infant schools.
11. Historically, William Cobbett Junior School has provided 90 places per junior year group. This number will not change in the new primary school.
12. The current admissions arrangements for entry to William Cobbett at Year 3 give priority to children attending a named partner school - these being Badshot Lea Village, Folly Hill and Weybourne Infant School. In the event of over-subscription in this criterion, applications are sub-ranked by straight line home to school distance with priority being given to those living closest to the junior school.
13. Due to the locations of the infant schools, typically the majority of pupils attending Weybourne Infant School have been offered a junior place at William Cobbett because they live nearer the school than those attending the other two partner schools.
14. It is not anticipated that the current pattern of provision will be affected by this proposal as there will be the same number of overall places available.

The practicalities of amalgamation

15. At the public meetings, concerns were raised about the practicalities that amalgamating the schools would entail, such as school uniform and how staffing provision would be arranged.
16. However, these are a matter for the new headteacher and reformed governing body to decide in due course, and are not considered as part of this decision making process. Parents have been advised to make representations of this nature to the current schools' governing bodies or to the Area Education Officer for consideration once this proposal has been determined.

Statutory Notice

17. The published Statutory Notice was open for representations for a four week period. No further representations were received during this time.

<u>RISK MANAGEMENT AND IMPLICATIONS:</u>

18. There are minimal risks associated with this proposal. In the event that the proposed amalgamation does not take place, the schools will continue to operate in their current arrangement providing a good standard of education for children in the local area.
19. The recruitment process for a new headteacher has been carried out in such a way to protect both schools in the event that an amalgamation is not approved. As such, if this proposal is approved, the newly appointed headteacher will be the substantive headteacher of the new primary school. If the proposed amalgamation does not go ahead, the newly appointed

headteacher will be the substantive executive headteacher of the individual infant and junior schools.

Financial and Value for Money Implications

20. There is no capital cost involved with this proposal as no building work is required. Both the Weybourne Infant School and William Cobbett Junior School sites will be retained, and the new primary school will operate over these two adjoining school sites and existing buildings.
21. In terms of the schools' ongoing revenue, primary provision offers a number of cost saving benefits and is considered to be more sustainable in financial terms. The schools have been supported with financial modelling by Babcock to enable them to consider budgetary options for the future.

Section 151 Officer

22. The proposed amalgamation into a primary school will enable cost savings on the schools revenue budget through efficiencies and economies of scale. The Property team have confirmed that no building works will need to take place, so capital investment is not required.

Legal Implications – Monitoring Officer

23. Section 13 of the Education Act 1996 places a general duty on Local Education Authorities to ensure that efficient primary education is available to meet the needs of the population of their area. Section 14 of the Education Act 1996 places a duty on Local Education Authorities to ensure that sufficient schools for providing primary education are available in their area. Section 5 of the School Standards and Framework Act 1998 places a duty to promote high standards. There is a duty to provide efficient education and sufficient schools to do so.
24. The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 and (Establishment and Discontinuance of Schools) Regulations 2013 that came into force on 28 January 2014 provide statutory and non statutory guidance on the process for making prescribed alterations to schools, including the amalgamations of existing schools. The Regulations have been complied with.

Equalities and Diversity

25. A full equalities impact assessment (EIA) has been undertaken on this proposal (see Annex 1).
26. The EIA found that any negative impacts associated with this proposal are outweighed by the positive impacts.
27. It is intended that the school will promote cohesion of the local communities in the area served by the school through extended services to enhance the well-being and future opportunities of those children in the area.

WHAT HAPPENS NEXT:

28. Subject to Cabinet Member approval of the Statutory Notice, the proposal will be implemented. The implementation process would be:
- Weybourne Infant School would close on 31 August 2015
 - William Cobbett Junior School would expand its age-range on 1 September 2015 to become a primary school operating on the adjoining two sites of the existing infant and junior schools
 - All the children on the rolls of the existing schools would automatically be placed on roll at the new amalgamated primary school
 - Any children offered places for September 2015 in Reception at Weybourne Infant or in Year 3 at William Cobbett Junior School will be placed on roll at the new amalgamated primary school.
 - A reconstitution of the governing body will be required from 1 September 2015.

Contact Officer:

Sarah Jeffery, Assistant School Commissioning Officer, Tel: 020 8541 7409

Consulted:

Local MP
SCC County Councillors for the local area
Waverley Borough Councillors for the local area
All local schools
Guildford and Arundel & Brighton Dioceses
SCC officers
Officers of neighbouring local authorities
Babcock
Parents of children at the school

Sources/background papers:

- Weybourne Infant and William Cobbett Junior School amalgamation consultation document.
- All responses to the consultation

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EQUALITY IMPACT ASSESSMENT

1. Topic of assessment

EIA title:	Proposal to amalgamate Weybourne Infant School and William Cobbett Junior School
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EIA author:	Kathy Beresford and Sarah Jeffery
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2. Approval

	Name	Date approved
Approved by¹	P-J Wilkinson	21/05/2015

3. Quality control

Version number	1.1	EIA completed	28/05/2015
Date saved	30 April 2015	EIA published	28/05/2015

4. EIA team

Name	Job title (if applicable)	Organisation	Role
Kathy Beresford	School Commissioning Officer	Surrey County Council School Commissioning Team	Co author
Sarah Jeffery	Assistant School Commissioning Officer	Surrey County Council School Commissioning Team	Co author

¹ Refer to earlier guidance for details on getting approval for your EIA.

EQUALITY IMPACT ASSESSMENT

5. Explaining the matter being assessed

What policy, function or service is being introduced or reviewed?	<p>Both schools serve the Weybourne area of northern Farnham and both offer good education for all of their students. The two schools are on adjacent sites and the vast majority of students who attend Weybourne Infant School naturally transfer to William Cobbett Junior School. In such situations it is Surrey County Council (SCC) policy to consider amalgamation as it is felt that this secures the best future for all children.</p>
What proposals are you assessing?	<p>SCC, in partnership with the governing bodies of Weybourne Infant School and William Cobbett Junior School, is proposing to amalgamate the two schools to form a primary school by extending the age range at William Cobbett Junior School and closing Weybourne Infant School. The resulting extended primary school would incorporate both existing sites.</p>
Who is affected by the proposals outlined above?	<p>The proposal will impact:</p> <ul style="list-style-type: none"> • Students at Weybourne Infant and William Cobbett Junior schools • Parents of students at Weybourne Infant and William Cobbett Junior schools • School staff • School governors • Students at Folly Hill Infant and Badshot Lea Infant schools • Parents of students at Folly Hill Infant and Badshot Lea Infant schools • Families in the locality

6. Sources of information

Engagement carried out
<p>A formal consultation was carried out between 26 February 2015 and 19 April 2015, and consultation documents were published on the SCC consultation website 'Surrey Says'. Two public meetings were held on Thursday 5 March and Tuesday 10 March at Weybourne Infant and William Cobbett Junior School, respectively.</p> <p>A total of eight responses were received and analysed. Of the eight written responses, all agreed with the proposed amalgamation.</p>
Data used
<ul style="list-style-type: none"> • School records of children currently on roll • Surrey Children's Disability Register • Surrey-i JSNA Chapter: Ethnicity • Surrey-i Dataset: Births by area of residence of mother (Local Authority) • JSNA Data: Teenage pregnancy • SCC school admissions records

EQUALITY IMPACT ASSESSMENT

7. Impact of the new/amended policy, service or function

7a. Impact of the proposals on residents and service users with protected characteristics

Protected characteristic ²	Potential positive impacts	Potential negative impacts	Evidence																												
Age	<p>Primary age children (4-11) will potentially be impacted.</p> <p>Children at Weybourne Infant School will be able to attend the same site all through primary school with a secure route from Keystage1(KS1) to Keystage2 (KS 2).</p>	<p>Potentially, children not attending Weybourne Infant School may not obtain a place at William Cobbett Junior school.</p> <p>However, this risk is a current one as the number of children attending the partner schools is greater than the number of places available at William Cobbett at present. This risk is not created as an impact of this amalgamation.</p>	<p>Data analysis of admissions trends to William Cobbett Junior School.</p> <p>Analysis of current schools published admissions numbers and proposed schools published admissions numbers</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="2">Current</th> <th colspan="2">Proposed</th> </tr> </thead> <tbody> <tr> <td>William Cobbett - Year 3</td> <td style="text-align: center;">90</td> <td>New primary school - year 3</td> <td style="text-align: center;">50</td> </tr> <tr> <td>Weybourne Infant - Year R</td> <td style="text-align: center;">40</td> <td>New primary school - year R</td> <td style="text-align: center;">40</td> </tr> <tr> <td>Folly Hill - Year R</td> <td style="text-align: center;">30</td> <td>Folly Hill - Year R</td> <td style="text-align: center;">30</td> </tr> <tr> <td>Badshot Lea - Year R</td> <td style="text-align: center;">45</td> <td>Badshot Lea - Year R</td> <td style="text-align: center;">45</td> </tr> <tr> <td>Number of Year 2 children requiring a Year 3 place</td> <td style="text-align: center;">115</td> <td>Number of Year 2 children requiring a Year 3 places</td> <td style="text-align: center;">75</td> </tr> <tr> <td>Deficit of Year 3 places at William Cobbett</td> <td style="text-align: center;">25</td> <td>Deficit of year 3 places provided by new primary school</td> <td style="text-align: center;">25</td> </tr> </tbody> </table>	Current		Proposed		William Cobbett - Year 3	90	New primary school - year 3	50	Weybourne Infant - Year R	40	New primary school - year R	40	Folly Hill - Year R	30	Folly Hill - Year R	30	Badshot Lea - Year R	45	Badshot Lea - Year R	45	Number of Year 2 children requiring a Year 3 place	115	Number of Year 2 children requiring a Year 3 places	75	Deficit of Year 3 places at William Cobbett	25	Deficit of year 3 places provided by new primary school	25
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Disability	<p>Continuity of environment and staff provided from an earlier age to children with a Statement of Special Educational Needs (SEN) or with an Education Health Care</p>	<p>There is a risk that disabled parents of children at Folly Hill or Badshot Lea may have to travel further if their child is not allocated a place in Year 3 at the new primary school.</p>	<p>Current admissions arrangements for Weybourne Infant and William Cobbett Junior school</p>																												

² More information on the definitions of these groups can be found [here](#).

EQUALITY IMPACT ASSESSMENT

	<p>Plan (EHCP) who may access the Special Educational Needs unit in KS2.</p> <p>Continuity of environment and staff from age 4 through to age 11 will assist parents with disabilities e.g. those parents with learning disabilities or sensory impairments or those on the Autistic Spectrum etc...</p> <p>Children with a SEN or EHCP who do not attend the primary school for KS1 receive admissions priority at KS2 if the school is named on their SEN or EHCP.</p> <p>Not proposing any changes to the Special Educational Needs unit.</p>	<p>However, this risk currently exists in the present admissions arrangements. There is an exceptional arrangements provision in the admissions arrangements to the school, which would allow parents to make a case for priority admission if this was to have a large impact on them.</p>													
Gender reassignment	No impact identified	No impact identified													
Pregnancy and maternity (includes parents of children)	<p>Parents potentially have a greater choice of all-through primary schools to which to apply.</p> <p>A sibling link already exists to ensure, where possible, that siblings are able to attend the</p>	<p>Parents potentially have a lesser choice of separate infant and junior provision to which to apply.</p> <p>Potentially, a new school uniform may be required if the proposed</p>	<p>Surrey-i Dataset: Births by area of residence of mother (Local Authority), years 2010, 2011, 2012, 2013</p> <p>Births by age of mother age under 18</p> <table border="1"> <thead> <tr> <th></th> <th>2010</th> <th>2011</th> <th>2012</th> <th>2013</th> <th>Average over 4 years</th> </tr> </thead> <tbody> <tr> <td>Surrey total</td> <td>80</td> <td>89</td> <td>107</td> <td>67</td> <td>86</td> </tr> </tbody> </table>		2010	2011	2012	2013	Average over 4 years	Surrey total	80	89	107	67	86
	2010	2011	2012	2013	Average over 4 years										
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EQUALITY IMPACT ASSESSMENT

	<p>same school and there is no change proposed in this regard.</p> <p>Numbers of teenage pregnancies in the area are very low so it is not anticipated that this group will be impacted.</p>	<p>amalgamation takes place. This may have an impact on families' financial resources in the cost of buying a new uniform. However, there are various strategies that the new primary school could employ to minimise this impact.</p>	<table border="1"> <tr> <td>Waverley</td> <td>9</td> <td>7</td> <td>5</td> <td>4</td> <td>6</td> </tr> </table> <p>Based on data available (four years from 2010-2013) the average number of births per year by mothers aged under 18 in Waverley is equal to the average in Surrey. No data is available on actual age of mother.</p> <p>JSNA Data: Teenage Pregnancy</p> <p>Data indicates that teenage pregnancies in Surrey result in higher numbers of terminations than datasets both nationally and for the South-East. Similarly live births to teenage mothers are lower in comparison to national numbers and numbers for the South-East.</p>	Waverley	9	7	5	4	6
Waverley	9	7	5	4	6				
Race	<p>Currently, 4.95% of families whose children attend Weybourne Infant School have self-identified as being from a recognised ethnic minority group. This amalgamation will mean that they benefit from a secure educational transition from KS1 to KS2 and continuity of provision.</p>		<p>School ethnicity data</p> <p>Ofsted reports identify that "The proportion of pupils from minority ethnic groups and those for whom English in an additional language is below average."</p> <p>Surrey-i: 2011 Census: People characteristics - Key demographics, age, gender, ethnicity, religion, health and carers</p>						
Religion and belief	No impact	No impact							
Sex	No impact	No impact							
Sexual orientation	No impact	No impact							

EQUALITY IMPACT ASSESSMENT

Marriage and civil partnerships	No impact	No impact	
Carers³	Young carers would have a greater chance of having their sibling in the same school environment. Greater staff awareness of child's status as a young carer so by giving a greater potential for consistent support from the school.		
Socio Economic factors	An all-through primary school means that there is only one uniform, decreasing costs and increasing the potential for 'hand me downs'.	See above re uniform costs.	

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7b. Impact of the proposals on staff with protected characteristics

Protected characteristic	Potential positive impacts	Potential negative impacts	Evidence
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³ Carers are not a protected characteristic under the Public Sector Equality Duty, however we need to consider the potential impact on this group to ensure that there is no associative discrimination (i.e. discrimination against them because they are associated with people with protected characteristics). The definition of carers developed by Carers UK is that 'carers look after family, partners or friends in need of help because they are ill, frail or have a disability. The care they provide is unpaid. This includes adults looking after other adults, parent carers looking after disabled children and young carers under 18 years of age.'

EQUALITY IMPACT ASSESSMENT

Age	No impact	No impact	
Disability	No impact	No impact	
Gender reassignment	No impact	No impact	
Pregnancy and maternity	An amalgamation would mean that there could be increased opportunities for job sharing and the greater possibility of pooling resources to cover maternity leave.	No impact	
Race	No impact	No impact	
Religion and belief	No impact	No impact	
Sex	No impact	No impact	
Sexual orientation	No impact	No impact	
Marriage and civil partnerships	No impact	No impact	
Carers	No impact	No impact	
Socio Economic factors	No impact	No impact	

EQUALITY IMPACT ASSESSMENT

8. Amendments to the proposals

Change	Reason for change
No changes proposed, as positive impacts outweigh negative impacts	

9. Action plan

Potential impact (positive or negative)	Action needed to maximise positive impact or mitigate negative impact	By when	Owner
No actions identified			

10. Potential negative impacts that cannot be mitigated

Potential negative impact	Protected characteristic(s) that could be affected
<p>Potentially, children not currently attending Weybourne Infant School but attending other local 'partner' infant schools (Folly Hill or Badshot Lea) may not obtain a year 3 place at the new primary school.</p> <p>However, even without this proposal, this risk currently exists as the number of children attending the local 'partner' infant schools is greater than the number of places currently available at the junior school in Year 3.</p>	<p>Age Disability Socio Economic factors</p>
<p>If the schools amalgamate, the two governing bodies of the existing school will need to merge to form one governing body. This will mean a reduction in the number of governor vacancies. It will also mean that one chair of governors must relinquish their chairmanship. It is not known at this stage which, if any, governors this will affect and whether those affected, if any, have any protected characteristics.</p>	<p>Unknown at this stage</p>

11. Summary of key impacts and actions

<p>Information and engagement underpinning equalities analysis</p>	<p>Consultation (public meeting at schools and Surrey Says survey, statutory notice period).</p>
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EQUALITY IMPACT ASSESSMENT

Key impacts (positive and/or negative) on people with protected characteristics	Negative impacts are outweighed by positive impacts
Changes you have made to the proposal as a result of the EIA	None identified
Key mitigating actions planned to address any outstanding negative impacts	None identified
Potential negative impacts that cannot be mitigated	None identified

Further guidance

If you need more advice and guidance, you may find the following sources useful:

- [Government Equality Office: Equality Act guidance](#)
- [Equality and Human Rights Commission: *Guidance on the Equality Duty*](#)
- [Equality and Human Rights Commission: *Making fair financial decisions*](#)
- [Equality and Human Rights Commission: *Meeting the Equality Duty in policy and decision making*](#)
- [TUC: *Equality Toolkit*](#)

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