

Notice of Meeting

Cabinet Member for All-Age Learning Decisions

**Date & time**

Tuesday, 5
November 2019 at
3.30 pm

Place

Members' Conference
Room, County Hall,
Penrhyn Road,
Kingston upon
Thames, KT1 2DN

Contact

Ben Cullimore
Room 122, County Hall
020 8213 2782
ben.cullimore@surreycc.gov.uk

Chief Executive

Joanna Killian

If you would like a copy of this agenda or the attached papers in another format, e.g. large print or braille, or another language, please either call 020 8541 9122, write to Democratic Services, Room 122, County Hall, Penrhyn Road, Kingston upon Thames, Surrey KT1 2DN, Minicom 020 8541 8914, fax 020 8541 9009, or email ben.cullimore@surreycc.gov.uk.

This meeting will be held in public. If you would like to attend and you have any special requirements, please contact Ben Cullimore on 020 8213 2782.

Cabinet Member

Mrs Julie Iles (Cabinet Member for All-Age Learning)

AGENDA

1 DECLARATIONS OF INTEREST

All Members present are required to declare, at this point in the meeting or as soon as possible thereafter:

- i. Any disclosable pecuniary interests and / or
- ii. Other interests arising under the Code of Conduct in respect of any item(s) of business being considered at this meeting

NOTES:

- Members are reminded that they must not participate in any item where they have a disclosable pecuniary interest
- As well as an interest of the Member, this includes any interest, of which the Member is aware, that relates to the Member's spouse or civil partner (or any person with whom the Member is living as a spouse or civil partner)
- Members with a significant personal interest may participate in the discussion and vote on that matter unless that interest could be reasonably regarded as prejudicial

2 PROCEDURAL MATTERS

a Members' Questions

The deadline for Members' questions is 12pm four working days before the meeting (30 October 2019).

b Public Questions

The deadline for public questions is seven days before the meeting (29 October 2019).

c Petitions

Notice of petition

Received from Ms Debbie Bailey, 760 signatures.

I am writing to you following the devastating decision to close my daughter Poppy's special needs afterschool club Cool Club.

Poppy is 14 years old and is profoundly mentally and physically disabled with challenging behaviour. It was suggested by our Social Worker some time ago that Poppy would benefit from attending the afterschool club available in an attempt to improve our family situation.

Since attending every Tuesday, Wednesday and Thursday, not only has Poppy's personal and social development progressed beyond any expectations, it has also given my family the opportunity to have some quality time to do things that others may take from granted (like doing the grocery shopping or just having a quiet cuppa with a friend), knowing that Poppy is safe and happy enjoying valuable time out with her friends like any other mainstream school child. The activities are so thoughtfully

organised, from swimming, trips to the local farm, Hever Castle and many more. All of which are simply not possible for Poppy to do after school without Cool Club.

Our children are extremely vulnerable and there are no other resources available to them where they are able to learn and grow through play in a safe environment after school. Only Cool Club offers everything that they need and have become accustomed to as part of their routine, which is vitally important for their wellbeing.

Poppy needs her Cool Club, as do the other special needs children at Clifton Hill. This most incredible provision has helped keep my family together and, without it, I really do not know how we will be able to cope. I know that I speak for many others who will also find life very difficult now that Cool Club has been so cruelly and thoughtlessly closed.

A response will be tabled at the meeting.

3 CREATION OF SPECIALIST CENTRES FOR PUPILS WITH COMMUNICATION AND INTERACTION NEEDS (COIN) IN TWO PRIMARY SCHOOLS

(Pages 5
- 40)

To review the education rationale for the project and agree the commencement of two specialist centres for pupils with communication and interaction needs (COIN) at two primary schools.

A decision was made by Cabinet on 16 July 2019 to release the Capital for the specialist centre at Worplesdon Primary School in partnership with Freemantles School subject to full public consultation and statutory notices. The statutory notices were published from 23 September to 21 October and the outcomes are shared in this paper.

A decision was made by Cabinet on 24 September 2019 to release the Capital for the specialist centre at Bell Farm Primary School subject to statutory notices. The statutory notices were published from 16 September to 14 October and the outcomes are shared in this paper.

**Joanna Killian
Chief Executive**

Published: Monday, 28 October 2019

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or any general disturbance to proceedings. The Chairman may ask for mobile devices to be switched off in these circumstances.

It is requested that if you are not using your mobile device for any of the activities outlined above, it be switched off or placed in silent mode during the meeting to prevent interruptions and interference with PA and Induction Loop systems.

Thank you for your co-operation.

SURREY COUNTY COUNCIL

CABINET MEMBER FOR ALL-AGE LEARNING

DATE: 5 NOVEMBER 2019

**LEAD OFFICER: DAVE HILL, EXECUTIVE DIRECTOR FOR CHILDREN,
FAMILIES, LIFELONG LEARNING AND CULTURE**



**SUBJECT: CREATION OF SPECIALIST CENTRES FOR CHILDREN WITH
COMMUNICATION AND INTERACTION NEEDS (COIN) IN TWO PRIMARY
SCHOOLS**

COMMUNITY VISION OUTCOME: People

SUMMARY OF ISSUE:

To review the education rationale for the project and agree the commencement of two specialist centres for pupils with communication and interaction needs (COIN) at two primary schools.

A decision was made by Cabinet on 16 July 2019 to release the Capital for the specialist centre at Worplesdon Primary School in partnership with Freemantles School subject to full public consultation and statutory notices. The statutory notices were published from 23 September to 21 October and the outcomes are shared in this paper.

A decision was made by Cabinet on 24 September 2019 to release the Capital for the specialist centre at Bell Farm Primary School subject to statutory notices. The statutory notices were published from 16 September to 14 October and the outcomes are shared in this paper.

RECOMMENDATIONS:

It is recommended that the Cabinet Member for All-Age Learning determines the statutory notice thereby bringing into effect the formal commencement of:

1. A specialist centre with 21 places for pupils with communication and interaction needs (COIN) at Worplesdon Primary School in partnership with Freemantles School
2. A specialist centre with 21 places for pupils with communication and interaction needs (COIN) at Bell Farm Primary School

REASON FOR RECOMMENDATIONS:

A new specialist provision centre at Worplesdon Primary School would meet the demand for additional places for children and young people with communication and interaction needs (COIN). This is the first centre in Surrey that is being developed in partnership between a special school and a mainstream primary school. The two schools working in partnership ensure pupils benefit from the expertise of a special school as well as inclusion in a mainstream primary school.

A new specialist provision centre at Bell Farm Primary School would meet the demand for additional places for children and young people with communication and interaction needs (COIN).

For these reasons, it is recommended that the Cabinet Member for All-Age Learning determines the Statutory Notice for each project (appended to this report as Annex 1 and Annex 2), so as to bring the creation of the two specialist centres into effect.

DETAILS:

1. Demand for specialist centre provision for pupils with special educational needs is high, particularly for pupils with COIN. As a result, other specialist provision is operating at or above capacity. The provision of an additional specialist COIN centre will help support local families who would otherwise have to travel further afield. This will not only enable local provision for local children, but also decrease home to school journey times and associated costs.

Specialist centre for pupils with communication and interaction needs (COIN) at Worplesdon Primary School in partnership with Freemantles School

2. Worplesdon Primary School is a primary school in the borough of Guildford in Surrey with a two form entry for infants and three form entry for juniors. The school has a 'good' Ofsted rating and does not currently have a specialist centre. Freemantles School is a special school in the borough of Woking in Surrey catering for the needs of children and young people with complex social communication needs. The school has an 'outstanding' Ofsted rating.
3. It is proposed that Freemantles School and Worplesdon Primary School work in partnership to host a specialist Special Education Needs and Disability (SEND) centre for 21 pupils on the site at Worplesdon Primary School. The staff would benefit from supervision and training as employees of Freemantles School but would be based in the centre at Worplesdon Primary School. All pupils admitted to the centre would have an EHCP specifying the school as an appropriate placement to meet their individual needs.
4. It is anticipated that the centre would be organised with three places per year group. A bespoke building would be provided for the specialist centre and located within the school grounds.
5. Appropriate pupils for this provision would be identified and placed at this specialist COIN centre using the Education Health Care Plan and subsequent review pathways.
6. The mainstream published admission numbers (PAN) for the reception intake will reduce from 60 to 57 to accommodate the additional pupils at the centre. This is subject to School admissions consultation for community and voluntary controlled schools for September 2021. The year 3 PAN is unaffected.
7. There will be 15 places available in September 2020. This is made up of a reception intake of 3 places and a Year 3 intake of 3 places in September

2020. In addition there is currently a temporary centre at Freemantles School for Junior years. There will be 9 places available for pupils currently attending the temporary centre, who will be moving into years 4, 5 and 6 in September 2020. Those pupils will be offered a place subject to the placement still being named on their Education Health and Care Plan. There will then be 3 reception places offered each year, bringing the total number of places to 18 in September 2021 and the full capacity of 21 places in September 2022.

Specialist centre for pupils with communication and interaction needs (COIN) at Bell Farm Primary School

8. Bell Farm Primary School is a three form entry primary school in the borough of Elmbridge in Surrey. The school has a 'good' Ofsted rating and does not currently have a specialist centre.
9. It is proposed that Bell Farm Primary School hosts a specialist Special Education Needs and Disability (SEND) centre for 21 pupils. All pupils admitted to the centre would have an EHCP specifying the school as an appropriate placement to meet their individual needs. It is anticipated that the centre would be organised with 3 places per year group, although this number is not fixed and on occasions some year groups may have more or less than 3 pupils. A bespoke building would be provided for the specialist centre and located within the school grounds.
10. Appropriate pupils for this provision would be identified and placed at this specialist COIN centre using the Education Health Care Plan and subsequent review pathways.
11. Pupils attending the centre would be in addition to the mainstream Planned Admission Number (PAN) of the school.
12. It is proposed the centre at will open in September 2020 with 12 places available growing to 18 in September 2021 and the full 21 places in September 2022.

CONSULTATION:

Specialist centre for pupils with communication and interaction needs (COIN) at Worplesdon Primary School in partnership with Freemantles School

13. An informal public consultation ran from 24 June 2019 to 19 July 2019 and the consultation document is available at www.surreysays.co.uk. A public meeting was held on Thursday 11 July 2019. Five people attended and the views shared at the meeting were supportive of the proposal. A total of five responses were received during the consultation period which closed on Friday 19 July 2019. All five responses agreed with the proposal.
14. As a result of the consultation, a decision was made to proceed with statutory notices which were published from 23 September to 21 October. The full documents are available on www.surreysays.co.uk and the long version of the statutory notice is appended to this report as Annex A.

15. One response was received during the statutory notice period. The respondent didn't know whether to agree or disagree with the proposal as they had negative experiences of specialist units in the past.

Specialist centre for pupils with communication and interaction needs (COIN) at Bell Farm Primary School

16. An informal public consultation ran from 10 June 2019 to 19 July 2019 and the consultation document is available at www.surreysays.co.uk. A public meeting was held on Friday 21 June 2019, approximately 20 people attended and the views shared at the meeting were supportive of the proposal. A total of 5 responses were received during the consultation period of these, 3 responders agreed with the proposal, while 2 responders shared concerns regarding the impacts on mainstream pupils, suitability of learning environment for pupils with autism and impacts on traffic and parking.
17. As a result of the informal consultation, a decision was made to proceed with statutory notices which were published from 16 September to 14 October. The full documents are available on www.surreysays.co.uk and the long version of the statutory notice is appended to this report as Annex B.
18. A total of 9 responses were received during the statutory notice period. 6 respondents agreed with the proposal and 3 opposed the proposal. The respondents who agreed with the proposal mentioned benefits of providing places for children with autism and learning opportunities for existing pupils and staff. The respondents opposing the proposal raised concerns regarding negative impacts on existing pupils and staff due to class sizes and potential disruption. There was also concern that the centre may not be funded adequately.

RISK MANAGEMENT AND IMPLICATIONS:

19. There will be a partnership agreement between Worplesdon Primary School and Freemantles School to ensure effective governance for future sustainability and manage any potential divergence between the two parties
20. It is important that the two primary schools are supported in providing stable places for pupils with communication and interaction needs (COIN) and that any risk of placement breakdown is reduced. A support package is being considered to offer additional support to the two centres in the first year. Linden Bridge has been identified through the SEND teaching schools as a potential partner for Bell Farm Primary School in the first year. Freemantles School will be working in partnership with Worplesdon Primary School and could also be commissioned to provide extra support in the first year.

Financial and value for money implications:

21. The projects will be subject to robust cost challenge and scrutiny to drive optimum value as it progresses.

Specialist centre for pupils with communication and interaction needs (COIN) at Worplesdon Primary School in partnership with Freemantles School

22. A decision to release the capital costs of £1.1m from the SEND Capital Grant was initially made by Cabinet on 16 July 2019, subject to public consultation and statutory notices which are now complete.
23. The EDGE forecasts for specialist COIN places show that there is an emerging need in Guildford with a projection of 168 places needed by 2024/25. There are currently 37 specialist COIN places across the South West and there are no specialist COIN places in the neighbouring borough, Woking.
24. The cost per year per pupil is projected to be £17,000. This is based on planned place funding, top up funding, estimated Age Weighted Pupil Unit (AWPU) and cost of estimated therapies. This means the creation of the unit at Worplesdon Primary School is estimated to save approximately £9,000 per child per year from the High Needs Block Budget through containing provision locally in maintained settings in comparison to similar placements in a non-maintained independent provision where the average cost is £26,000.
25. A support package will be considered in the first year to reduce the risk of placement breakdown which could result in pupils needing a place in the non maintained independent sector.

Specialist centre for pupils with communication and interaction needs (COIN) at Bell Farm Primary School

26. A decision to release the capital costs of £800k from the SEND Capital Grant was initially made by Cabinet on 24 September, subject to public consultation and statutory notices which are now complete.
27. The EDGE forecasts for specialist COIN places show that there is an emerging need in the North East with a projection of 114 places needed by 2024/25. There are currently 51 specialist COIN places across the North East and there are no specialist COIN places in Elmbridge where Bell Farm is based.
28. The cost per year per pupil is projected to be £17,000. This is based on planned place funding, top up funding, estimated Age Weighted Pupil Unit (AWPU) and cost of estimated therapies. This means the creation of the unit at Bell Farm Primary School is estimated to save approximately £9,000 per child per year from the High Needs Block Budget through containing provision locally in maintained settings in comparison to similar placements in a non-maintained independent provision where the average cost is £26,000.
29. A support package will be considered in the first year to reduce the risk of placement breakdown which could result in pupils needing a place in the non maintained independent sector.

Section 151 Officer commentary:

30. The Council is facing a very serious financial situation, whereby there are substantial savings which need to be achieved to establish a balanced budget on the High Needs Block of the Dedicated Schools Grant. As such, the Section 151 Officer supports the initiative to reduce reliance upon non

maintained independent schools and colleges through the creation of additional places in local authority maintained schools and academies.

31. The Section 151 Officer confirms that the use of the SEND Capital Grant to create a unit at Worplesdon costing £1.1m and a unit at Bell Farm costing £0.8m has been agreed at Cabinet subject to public consultation and statutory notices which are now complete.
32. The Section 151 Officer confirms that the cost of the unit places at Bell Farm and Worplesdon would cost £9,000 less on average than an equivalent placement in a non-maintained independent provision, and therefore the proposals provide better value for money and are in line with SEND transformation objectives. The analysis of need indicates the likelihood that without creation of these placements pupils would likely require placements in more expensive non-maintained independent provision.

Legal implications – Monitoring Officer:

33. There is a statutory requirement for consultation in this context as set out in the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013. Such consultation will need to involve those directly affected by such changes together with relevant representative groups.
34. In considering this Report, Cabinet must give due regard to the results of the consultation as set out in the report attached and the response of the Service to the consultation comments and conscientiously take these matters into account when making its final decision.
35. Section 13 of the Education Act 1996 places a general duty on the Council to secure that efficient primary and secondary education is available to meet the needs (including special educational needs) of the population in its area. Section 14 of the Education Act 1996 places a duty on the Council to secure that sufficient schools for providing primary and secondary education are available in its area. There is a legal duty on the Council therefore to secure the availability of efficient education in its area and sufficient schools to enable this. This report sets out how the Authority will meet its duties in response to the increasing demand for COIN specialist places in two locations.

Equalities and diversity:

36. An Equalities Impact Assessment (EIA) is in progress

Other implications:

37. The potential implications for the following Council priorities and policy areas have been considered. Where the impact is potentially significant a summary of the issues is set out in detail below.

Area assessed:	Direct Implications:
Corporate Parenting/Looked After Children	Set out below

Safeguarding responsibilities for vulnerable children and adults	Set out below
Environmental sustainability	Set out below
Public Health	No significant implications arising from this report/Set out below

Corporate Parenting/Looked After Children implications:

38. This proposal would provide increased provision for primary places for children with communication and interaction needs (COIN), which would be of benefit to the community served by the school. This means it would therefore also be of benefit to any Looked After Children who have an Education Health and Care Plan identifying their communication and interaction needs.

Safeguarding responsibilities for vulnerable children and adults implications:

39. Safeguarding vulnerable children is a high priority in all Surrey schools. Schools have considerable expertise in safeguarding vulnerable children and adhere to robust procedures. The schools will continue to apply good practise in the area of safeguarding as they are currently. In addition, safeguarding is a key area for monitoring when Ofsted carries out inspections.

Environmental sustainability implications:

40. The design philosophy is to create buildings that will support low energy consumption, reduce solar gain and promote natural ventilation. Any new infrastructure will be built to the local planning authority's adopted core planning strategy

WHAT HAPPENS NEXT:

- 41. The building of the centres and employment of staff will be completed in preparation for the centres to open at the beginning of the autumn term in September 2020.
- 42. Support packages for the first year will be proposed and considered by the budget holder. It should also be considered whether funding can be released for recruitment of Heads of Centre from April 2020 to set up in preparation for a start date of September 2020.

Contact Officer:

Jane Keenan, Commissioning Manager, Tel. 020 8541 7017 Mob. 07970 645 745

Consulted:

Kareen O Brien, Headteacher, Worplesdon Primary School
 Justin Price, Headteacher, Freemantles School
 Parents of children attending Worplesdon Primary School and Freemantles School
 Staff members and Governors at Worplesdon Primary School and Freemantles School
 Anne Cooper, Headteacher, Bell Farm Primary School
 Parents of children attending Bell Farm Primary School
 Staff members and Governors at Bell Farm Primary School

Governing body, Worplesdon Primary School
Governing body, Bell Farm Primary School
Governing body, Freemantles Primary School
Residents
Cllr John O'Reilly, Councillor for Hersham
Cllr Keith Witham, Councillor for Worplesdon

Annexes:

Annex 1 – Worplesdon Primary School in Partnership with Freemantles School
Statutory notice (Full)
Annex 2 – Bell Farm Primary School Statutory notice (Full)

PROPOSALS FOR PRESCRIBED ALTERATIONS OTHER THAN FOUNDATION PROPOSALS:

Notice is given in accordance with section 19(1) of the Education and Inspections Act 2006, as amended by the Education Act 2011, that Surrey County Council, intends to make a significant change to **Worplesdon Primary School** by creating a specialist centre for children with communication and interaction needs (COIN) **in partnership with Freemantles School** on the site at **Worplesdon Primary School**

School and local education authority details

1. The name, address and category of the school.

<p>Worplesdon Primary School Envis Way, Worplesdon, Guildford , Surrey GU3 3NL Community School</p> <p>Freemantles School, Smarts Heath Road, Mayford Green, Woking, Surrey GU22 0AN Community School</p> <p>Surrey County Council, County Hall, Penrhyn Road, Kingston Upon Thames, KT1 2DN</p>
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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.

<p>Surrey County Council is proposing the development of places for primary pupils with an Education Health and Care Plan (EHCP) and who have Communication and Interaction Needs (COIN) in Surrey. It is proposed that Freemantles School and Worplesdon Primary School work in partnership to host the specialist centre.</p> <p>It is proposed that Freemantles School and Worplesdon Primary School work in partnership to run the centre which will open with 15 places available across a reception and year 3 intake in September 2020 and including pupils in year 4, 5 and 6 who currently attend the temporary centre at Freemantles School (Pupils attending the temporary centre who will be moving into years 4, 5 and 6 in September 2020 will be offered a place subject to the placement still being named on their Education Health and Care Plan). There will then be 18 places in September 2021 and the full 21 planned places in September 2022.</p> <p>The pupils at the centre will be on roll at Worplesdon Primary School and it is proposed that Worplesdon Primary School reduce the mainstream reception year PAN from 60 to 57. The changes to admissions are subject to the Surrey County Council school admissions consultation for community and voluntary controlled schools for September 2021 which will be available at www.surreysays.co.uk</p>
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The school day for pupils attending the specialist centre will be:

9.15am – 3.30pm Monday – Thursday

9.15am – 2pm Friday

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.

This is a four week consultation, which begins on 23 September 2019 and concludes at midday on 21 October 2019. Any person may object to or make comments on the proposals by sending representations to:

Jane Keenan, Surrey County Council, Room 326, County Hall, Kingston upon Thames, Surrey, KT1 2DN

Alternatively, representations can be made by email to:

schoolorg@surreycc.gov.uk

The consultation can also be accessed from the Surrey County Council website:

www.surreysays.co.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.

To create a specialist centre at Worplesdon Primary School in partnership with Freemantles School for pupils with Communication and Interaction Needs (COIN).

This proposal will assist with the development of places for primary pupils with an Education Health Care Plan (EHCP) and that have Communication and Interaction Needs (COIN) in Surrey.

There is not currently a specialist provision at Worplesdon Primary School. The proposal is for Freemantles School and Worplesdon Primary School to work in partnership to provide a specialist centre in a new building at the heart of the site at Worplesdon Primary School. Freemantles School is currently a special school for children and young people with Complex Social and Communication Needs (CSCN) usually associated with autism.

School capacity

5.

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

There will be 21 new planned places (3 in each year group across the primary school) for pupils that have Communication and Interaction Needs (COIN) in Surrey.

The mainstream PAN in infants will reduce from 60 to 57 in reception. This will allow for inclusion of pupils attending the centre in the mainstream school and keep infant class sizes to a maximum of 30. The changes to admissions are subject to the Surrey County Council school admissions consultation for community and voluntary controlled schools for September 2021 which will be available at www.surreysays.co.uk

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

The current Published Admission Number (PAN) for Worplesdon Primary School is 60 in reception and 30 in Year 3. Under this proposal, the PAN would be reduced to 57 in reception subject to the school admissions consultation.

It is proposed that the specialist centre would have 21 planned places

- (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;

New pupils would be admitted into reception and Year 3 in September 2020 through the EHCP and admissions process and in each subsequent reception intake thereafter. The school would grow incrementally, year-on-year.

Pupils attending the temporary COIN centre at Freemantles School moving into years 4, 5 and 6 will be offered a place subject to the placement continuing to be named on their Education Health and Care Plan

Therefore there will be 15 planned places in September 2020, 18 in September 2021 and 21 in September 2022.

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

N/a

- (2) a statement of the number of pupils at the school at the time of the publication of the proposals.

As at the May 2019 Census, the following number of pupils were on roll at Worplesdon Primary School.

	Yr R	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5	Yr 6
Worplesdon Primary School	60	59	58	90	77	69	57

Implementation

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

N/a

Additional Site

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

The Local Authority has proposed an enhanced building option to accommodate this new centre at Worplesdon Primary School. The building will be in the heart of the site at Worplesdon Primary School. This facility will provide two ordinary sized classrooms, toilets (Key Stage 1 access directly from the classroom) and four additional spaces that can be utilised flexibly: small group working rooms, therapy delivery, 1:1 working, meeting, teachers' Planning Preparation and Assessment time (PPA) and administration space, each class with also have a small, enclosed outdoor area.

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

N/a

Changes in boarding arrangements

8.—(1) Where the proposals are for the introduction or removal of boarding provision, or the alteration of existing boarding provision -

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

N/A

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

N/A

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

N/A

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

N/A

(2) Where the proposals are for the removal of boarding provisions or an alteration to reduce boarding provision —

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

N/A

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

N/A

Transfer to new site

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

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

The new specialist centre will be built on the site at Worplesdon Primary School

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

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

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

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

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

Objectives

10. The objectives of the proposals.

It is proposed that Freemantles School and Worplesdon Primary School work in partnership to host a specialist Special Education Needs and Disability (SEND) centre for 21 pupils on the site at Worplesdon Primary School.

The proposal is in response to demand for specialist centre provision in the south west area for pupils with special educational need, particularly for pupils with COIN. Currently other specialist provision in the local area is operating at or above capacity. The provision of an additional specialist COIN centre will help support local families who would otherwise have to travel further afield. This will not only enable local provision for local children, but also decrease home to school journey times and associated costs.

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.

An explanatory consultation document has been made available to the public via the Council's website: www.surreysays.co.uk

All appropriate parties have been made aware of this proposal, inclusive of the Governing Bodies of both schools. A public meeting was held at Worplesdon Primary School on 11 July 2019

The following people have been made aware of the proposals: parents/carers of children attending the school; employees and Governors of the school; relevant unions; local residents; other users of the school building; other local schools; local borough and county councillors; and the School Admissions Forum.

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 estimated capital cost of the proposed project is £1.1m and will be funded through Surrey County Council's SEND Capital Grant.

13. A copy of confirmation from the Secretary of State and/or local education authority that funds will be made available (including costs to cover any necessary site purchase).

Surrey County Council's Section 151 Finance Officer has approved the expenditure for this project

Age range

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

N/a

Early years provision

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

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

N/a

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

N/a

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

N/a

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

N/a

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

N/a

Changes to sixth form provision

16. (a) 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—

- (i) improve the educational or training achievements;
- (ii) increase participation in education or training; and
- (iii) expand the range of educational or training opportunities for 16-19 year olds in the area;

N/a

- (b) A statement as to how the new places will fit within the 16-19 organisation in an area;

N/a

(c) Evidence —

- (i) of the local collaboration in drawing up the proposals; and
- (ii) that the proposals are likely to lead to higher standards and better progression at the school;

N/a

(d) The proposed number of sixth form places to be provided.

N/a

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

N/a

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;

The proposal will create 21 planned places for pupils with an Education Health and Care Plan (EHCP) and who have Communication and Interaction Needs (COIN).

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

This a new High COIN provision which benefits from a partnership between Freemantles School, a Special School and Worplesdon Primary School, a mainstream primary school

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

There will be 15 planned places in September 2020, 18 in September 2021 and 21 from September 2022

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

Each planned place will be funded at a base level of £6000 in addition to the usual pupil funding, age weighted pupil unit (AWPU). For each pupil that attends the centre a top up sum is also applied.

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

N/a

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

N/a

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

N/a

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

N/a

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

The 21 places at the specialist centre will be reserved for pupils with high communication and interaction needs (COIN) identified through their EHCP.

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

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

N/a

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

n/a

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

n/a

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

n/a

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

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

N/a

Sex of pupils

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

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

N/a

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

N/a

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

N/a

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

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

N/a

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

N/a

Extended services

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

The proposal will not have a negative impact on the provision of the school’s extended services.

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;

Demand for specialist centre provision in the south west area for pupils with special educational needs is high, particularly for pupils with COIN. As a result, other specialist provision in the local area is operating at or above capacity. The provision of an additional specialist COIN centre will help support local families who would otherwise

have to travel further afield. This will not only enable local provision for local children, but also decrease home to school journey times and associated costs.

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

N/a

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

N/a

25. If the proposals involve removing places—

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

The mainstream PAN will reduce from 60 to 57 in reception. This is so that pupils attending the centre can be included in mainstream classes flexibly for their needs while keeping infant class sizes at a maximum of 30 pupils.

The proposal to reduce the PAN to 57 is being consulted on as part of the school admissions consultation for community and voluntary controlled schools for September 2021

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

N/a

Expansion of successful and popular schools

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

n/a

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PROPOSALS FOR PRESCRIBED ALTERATIONS OTHER THAN FOUNDATION PROPOSALS:

Notice is given in accordance with section 19(1) of the Education and Inspections Act 2006, as amended by the Education Act 2011, that Surrey County Council, intends to make a significant change to **Bell Farm Primary School** by creating a specialist centre for children with communication and interaction needs (COIN)

School and local education authority details

1. The name, address and category of the school.

Bell Farm Primary School
Hersham Road, Hersham,
Walton-on-Thames, Surrey, KT12 5NB
Community School

Surrey County Council, County Hall, Penrhyn Road, Kingston Upon Thames, KT1 2DN

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.

Surrey County Council is proposing the development of places for primary pupils with an Education Health and Care Plan (EHCP) and who have Communication and Interaction Needs (COIN) in Surrey.

It is proposed the centre will open in September 2020 with 12 places available growing to 18 in September 2021 and the full 21 places in September 2022.

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.

This is a four week consultation, which begins on 16 September 2019 and concludes at midday on 11 October 2019. Any person may object to or make comments on the proposals by sending representations to:

Jane Keenan, Surrey County Council, Room 326, County Hall, Kingston upon Thames, Surrey, KT1 2DN

Alternatively, representations can be made by email to:

schoolorg@surreycc.gov.uk

The consultation can also be accessed from the Surrey County Council website:

www.surreysays.co.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.

To create a specialist centre at Bell Farm Primary School for pupils with Communication and Interaction Needs (COIN). The proposal is for a new building on the site at Bell Farm Primary School

This proposal will assist with the development of places for primary pupils with an Education Health Care Plan (EHCP) and that have Communication and Interaction Needs (COIN) in Surrey.

There is not currently a specialist provision at Bell Farm Primary School

School capacity

(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;

There will be 21 new planned places (3 in each year group across the primary school) for pupils that have Communication and Interaction Needs (COIN) in Surrey.

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

The current Published Admission Number (PAN) for Bell Farm Primary School is 90 in reception. Under this proposal, the PAN would remain the same and there would be additional places at the specialist centre.

It is proposed that the specialist centre would have planned places of 3 per year group across the primary school.

- (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;

It is proposed the centre will open in September 2020 with 12 places available from an intake of 3 in both reception and Year 3 and an extra capacity of 3 at Key stage 1 and another 3 at Key stage 2. With further reception and Year 3 entrants in 2021 the centre total would be 18 and then general intake of 3 at reception would bring the centre places to 21 from 2022 onwards.

New pupils into reception will be allocated places in the COIN centre through the EHCP and admissions processes.

- (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.

- (2) a statement of the number of pupils at the school at the time of the publication of the proposals.

As at the May 2019 Census, the following number of pupils were on roll at Bell Farm Primary School.

	Yr R	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5	Yr 6
Bell Farm Primary School	119	85	102	100	60	58	30

Implementation

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

N/a

Additional Site

- 6.— (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 local authority is proposing an enhanced building option to accommodate this new centre at Bell Farm Primary School. This facility will provide two ordinary sized classrooms, toilets (EYFS and Key Stage 1 access directly from the classroom) and four additional spaces that can be utilised flexibly: small group working rooms, therapy delivery, 1:1 working, meeting, teachers' Planning Preparation and Assessment time (PPA) and administration space.

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

N/a

Changes in boarding arrangements

7.—(1) Where the proposals are for the introduction or removal of boarding provision, or the alteration of existing boarding provision—

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

N/A

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

N/A

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

N/A

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

N/A

(2) Where the proposals are for the removal of boarding provisions or an alteration to reduce boarding provision —

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

N/A

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

N/A

Transfer to new site

8. 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;

The new specialist centre will be built on the site at Bell Farm Primary School

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

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

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

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

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

Objectives

9. The objectives of the proposals.

It is proposed a specialist Special Education Needs and Disability (SEND) centre for 21 pupils is created at Bell Farm Primary School.

The proposal is in response to demand for specialist centre provision in the North East area for pupils with special educational need, particularly for pupils with COIN. Currently other specialist provision in the local area is operating at or above capacity. The provision of an additional specialist COIN centre will help support local families who would otherwise have to travel further afield. This will not only enable local provision for local children, but also decrease home to school journey times and associated costs.

Consultation

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

An explanatory consultation document has been made available to the public via the Council's website: www.surreysays.co.uk

All appropriate parties have been made aware of this proposal, inclusive of the Governing Body of the school. A public meeting was held at Bell Farm Primary School on 21 June 2019

The following people have been made aware of the proposals: parents/carers of children attending the school; employees and Governors of the school; relevant unions; local residents; other users of the school building; other local schools; local borough and county councillors; and the School Admissions Forum.

Project costs

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

The estimated capital cost of the proposed project is £800k and will be funded through Surrey County Council's SEND Capital Grant.

- 12.** A copy of confirmation from the Secretary of State and/or local education authority that funds will be made available (including costs to cover any necessary site purchase).

Surrey County Council's Section 151 Finance Officer has approved the expenditure for this expansion project

Age range

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

N/a

Early years provision

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

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

N/a

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

N/a

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

N/a

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

N/a

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

N/a

Changes to sixth form provision

15. (a) 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—

- (i) improve the educational or training achievements;
- (ii) increase participation in education or training; and
- (iii) expand the range of educational or training opportunities for 16-19 year olds in the area;

N/a

(b) A statement as to how the new places will fit within the 16-19 organisation in an area;

N/a

(c) Evidence —

- (i) of the local collaboration in drawing up the proposals; and
- (ii) that the proposals are likely to lead to higher standards and better progression at the school;

N/a

(d) The proposed number of sixth form places to be provided.

N/a

16. 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.

N/a

Special educational needs

17. 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;

The proposal will create 21 planned places for pupils with and Education Health and Care Plan (EHCP) and who have Communication and Interaction Needs (COIN).

(b) any additional specialist features will be provided;

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

There will be 12 planned places in September 2020, 18 in September 2021 and 21 from September 2022

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

Each planned place will be funded at a base level of £6000 in addition to the usual pupil funding, age weighted pupil unit (AWPU). For each pupil that attends the centre a top up sum is also applied.

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

N/a

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

N/a

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

N/a

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

N/a

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

The 21 places at the specialist centre will be reserved for pupils with high communication and interaction needs (COIN) identified through their EHCP.

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

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

N/a

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

N/a

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

N/a

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

N/a

19. 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.

N/a

Sex of pupils

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

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

N/a

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

N/a

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

N/a

21. 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; and

N/a

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

N/a

Extended services

22. 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 proposal will not have a negative impact on the provision of the school's extended services.

Need or demand for additional places

23. If the proposals involve adding places—

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

Demand for specialist centre provision in the north east area for pupils with special educational needs is high, particularly for pupils with COIN. As a result, other specialist provision in the local area is operating at or above capacity. The provision of an additional specialist COIN centre will help support local families who would otherwise have to travel further afield. This will not only enable local provision for local children, but also decrease home to school journey times and associated costs.

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

N/a

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

N/a

24. 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; and

N/a

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

N/a

Expansion of successful and popular schools

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

N/a

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