

Notice of Meeting

Cabinet Member for All-Age Learning Decisions

**Date & time**

Tuesday, 14 April
2020 at 3.30 pm

Place

Remote

Contact

Joss Butler
Room 122, County Hall,
Penrhyn Road Kingston
upon Thames KT1 2DN
joss.butler@surreycc.gov.uk

Chief Executive

Joanna Killian

Please note that due to the Covid-19 situation this meeting will take place remotely

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 (08/04/20).

Due to the Covid-19 pandemic all questions and petitions received will be responded to in writing and will be contained within the minutes of the meeting.

b Public Questions

The deadline for public questions is seven days before the meeting (07/04/20).

Due to the Covid-19 pandemic all questions and petitions received will be responded to in writing and will be contained within the minutes of the meeting.

c Petitions

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

Due to the Covid-19 pandemic all questions and petitions received will be responded to in writing and will be contained within the minutes of the meeting.

3 PROPOSAL TO EXPAND BROOKLANDS SCHOOL TO BECOME A SPLIT-SITE PRIMARY SPECIAL SCHOOL

(Pages 5
- 38)

Reports on the capital strategy for specialist placements were made to Cabinet on 24 September 2019. A decision was made by Cabinet at that meeting to release the Capital for the expansion of Brooklands School and for appropriate consultations to take place. The statutory notices were published from 28 February 2020 until 27 March 2020 and the outcomes are outlined in this report.

Consideration of the responses to the consultation and decision on the permanent expansion of Brooklands School to provide an additional 70 places with effect from September 2020 is needed.

Joanna Killian
Chief Executive

Published: 06 April 2020

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SURREY COUNTY COUNCIL

CABINET MEMBER FOR CHILDREN, YOUNG PEOPLE AND FAMILIES

DATE: 14 APRIL 2020

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

SUBJECT: PROPOSAL TO EXPAND BROOKLANDS SCHOOL TO BECOME A SPLIT-SITE PRIMARY SPECIAL SCHOOL

SUMMARY OF ISSUE:

Reports on the capital strategy for specialist placements were made to Cabinet on 24 September 2019. A decision was made by Cabinet at that meeting to release the Capital for the expansion of Brooklands School and for appropriate consultations to take place. The statutory notices were published from 28 February 2020 until 27 March 2020 and the outcomes are outlined in this report.

Consideration of the responses to the consultation and decision on the permanent expansion of Brooklands School to provide an additional 70 places with effect from September 2020 is needed.

RECOMMENDATIONS:

It is recommended that the Cabinet Member for All Age Learning determines the statutory notice thereby bringing into effect the formal commencement of the expansion of Brooklands School to become a split-site primary special school, providing an additional 70 places from September 2020.

REASON FOR RECOMMENDATIONS:

The expansion of Brooklands School is to meet the increased demand for specialist placements, in particular for children with a primary need of Autistic Spectrum Disorder (ASD). Surrey's maintained ASD provision is currently operating at capacity and the demand is particularly acute for primary-aged children. The expansion will enable Surrey County Council to offer more primary children and their families local, high quality ASD provision in a strong and established special school.

For these reasons it is recommended that the Lead Cabinet Member for All Age Learning determines the Statutory Notice for this project, to bring the permanent expansion into effect.

DETAILS:

1. The expansion is to meet the increased demand for specialist placements, and in particular, for children with a primary need of Autistic Spectrum Disorder (ASD). In Surrey, numbers of primary aged children with ASD named on their Education, Health and Care Plan (EHCP) increased by 98% between January 2016 and December 2019 (from 701 to 1391). The forecasts suggest that numbers will continue to grow over the next four years. Currently, just over half (745) of the primary aged children with an EHCP naming ASD are in specialist provision.
2. Surrey County Council's (SCC) maintained school ASD provision is currently operating at capacity and children are increasingly often placed in specialist independent provision, because Surrey case officers are unable to find a suitable placement in Surrey. This demand is particularly acute for primary aged children. On average, specialist independent schools are more expensive than state funded schools and often not local to the child's home.
3. Brooklands School in Reigate is a specialist primary school with 83 pupil places. The school provides for children with Severe Learning and Development Difficulties (SLDD). Children attending the school have a range of SEND needs, the most common being Severe Learning Difficulties (SLD) and Autistic Spectrum Disorder (ASD). The school has a 'Good' Ofsted rating (last inspection June 2018). Brooklands School has a strong and established special school offer, experience of supporting children with ASD needs and a desire to meet a growing demand from local parents for primary ASD provision.
4. It is proposed that Brooklands School is expanded to provide an additional 70 places for children who have a primary need of ASD and who require a specialist placement. The expansion will provide a total of 153 permanent places. This will be achieved by the school becoming a split-site primary school over two sites, as there is not space to expand on the existing site at Wray Park Road, Reigate. The proposal is that the school expands by using the existing school building on Alexander Road in Reigate, which will be adapted to be fit for purpose and suitable to the needs of the additional Brooklands pupils. The expansion will enable SCC to offer more primary children and their families local, high quality ASD provision.
5. The expansion at the new site will be for up to 70 children with a broad range of ASD needs, from Reception up to Year 6. The main intake point will be Reception and Year 3 although, where there are spaces and demand, new children may be accepted into the school in other year groups. Class sizes

will be typically 8-10 pupils, which will be grouped according to individual needs and learning styles.

6. The school will grow incrementally year on year, over a period of 3 to 4 years, starting from September 2020. While the expanded school is filling up, there will be an intake point in Year 3 as well as in Reception. Class sizes will start at 8 pupils and build up to 10.
7. To meet demand and to enable children to be placed locally, Surrey County Council have placed a bulge class of 8 Reception-aged children with EHCPs at Brooklands School on the new Alexander Road site from January 2020. This bulge class was listed as a separate project in the Capital Strategy for Specialist Placements, and is independent of the overall decision to expand the school.
8. The school will continue to function as it currently does across the two sites; sharing leadership and resources, and increasing teaching, support and specialist staff capacity to facilitate this. The school, in conjunction with parents, will determine which pupils are educated on which site depending on their requirements, needs and the curriculum offered.
9. The school's admissions arrangements will not change. As is currently the case for Brooklands School, appropriate pupils for the provision would be identified using the SEND admissions process.

CONSULTATION:

10. An informal consultation ran from 13 January 2020 to 14 February 2020 and the consultation document is available at www.surreysays.co.uk. A public meeting was held on 5 February 2020 and 13 people attended. There were 181 responses to the consultation which closed on 14 February 2020, 175 responses agreed with the proposal, 4 responses disagreed and 2 'did not know'. The 4 who disagreed shared concerns about staffing arrangements, potential increase in traffic during drop off and pick up times and parking arrangements for additional staff. The 2 'did not know' had concerns about parking arrangements and the size of the expansion. Questions raised at the meeting and concerns raised through the consultation were formally responded to in a Question and Answer document published on Surrey Says as part of the consultation analysis.
11. As a result of the consultation, a decision was made to proceed with statutory notices which were published from 28th February 2020 to 27th March 2020. The full documents are available from www.surreysays.co.uk and the long version of the statutory notice is appended to this report as Annex A.
12. There were 15 responses following the publication of the Statutory Notices, 13 responses agreed with the proposal to expand Brooklands School and 2

responses disagreed. The respondents who agreed with the proposal acknowledged the benefit of expanding Brooklands School on the site at Alexander Road. The respondents opposing the proposal raised concerns around parking during drop off and collection periods, and parking arrangements for the additional staff.

RISK MANAGEMENT AND IMPLICATIONS:

13. The existing school buildings on the Alexander Road site allows for 60 pupils and some work has already taken place which has allowed us to place a bulge class of 8 Reception children on the site from January 2020. This work was to ensure that there are appropriate teaching spaces, associated facilities and that the site was safe and secure for the pupils and staff. The next stage is to expand by one class (8 - 10 pupils) to increase capacity to 70 pupils. This would be subject to planning and the viability of the scheme. Surrey County Council's project management team will work closely with designers and local planners to support a positive resolution. Surrey County Council have ensured that the expansion model is financially sustainable at 60 places.

In light of the fast-moving events with Covid -19, Surrey County Council's education place planning team will regularly assess potential risks to the project which may affect the expansion timeline. As a special school, Brooklands School has remained open to date with pupils still attending and this situation will be monitored with the school leadership team ahead of new pupils planned for September, in conjunction with government guidance for all schools.

Financial and value for money implications:

14. The project will be subject to robust cost challenge and scrutiny to drive optimum value as it progresses.
15. A decision to release the capital costs of £1.75 m for the proposed expansion of Brooklands School was made by Cabinet as part of the Capital Strategy for Specialist School Placements on 24 September 2019. This is included within the SEND Capital budget for 20/21.
16. The expansion is to meet the increased demand for special placements, in particular from children with a primary need of ASD. Surrey County Council's current maintained ASD provision is operating at capacity and children are increasingly often placed in specialist independent provision, as Surrey case officers are unable to find a suitable placement in Surrey. On average, specialist, independent schools are more expensive than state funded schools and often not local to the child's home, which also increases transport costs.
17. The proposed additional places will be funded through the Local Authority allocation of High Needs Block (HNB) Dedicated Schools Grant (DSG). Current rates are £10,000 per place plus an additional sum of around £10,000 per pupil for occupied places depending on pupil needs. Transitional funding

will be required to cover any deficit whilst the new places are occupied, causing a short-term pressure on DSG. Current assumptions are that this will take between 2-3 years to achieve break even.

18. In the medium term, the 70 additional places will assist with managing the pressures on the SCC HNB by reducing the requirement for higher cost non-maintained independent placements.
19. In comparison with non-maintained independent special schools, these places could be around £20-£30k less expensive for SCC depending on the level of individual pupil support budget (IPSB) allocated.

Section 151 Officer commentary:
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20. Although significant progress has been made over the last twelve months to improve the Council's financial position, the medium term financial outlook is uncertain as it is heavily dependent on decisions made by Central Government. With no clarity on these beyond 2020/21, our working assumption is that financial resources will continue to be constrained, as they have been for the majority of the past decade. This places an onus on the Council to continue to consider issues of financial sustainability as a priority in order to ensure stable provision of services in the medium term. As such, the Section 151 Officer supports the proposals within this paper and notes the potential non DSG costs which will need to be delivered within existing revenue budgets factored into the Medium-Term Financial Strategy.

Legal implications – Monitoring Officer:

21. 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.
22. 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.
23. 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 ASD specialist places.

Equalities and diversity:

24. An Equality and Impact Assessment (EIA) has been completed and is attached as Appendix B. This EIA has not identified any potential for discrimination or negative impact, and all opportunities to promote equality have been undertaken.

Other implications:

25. 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 issues arising from this report.

Corporate Parenting/Looked After Children implications:

26. This proposal would provide increased provision for primary places for children with a primary need of Autistic Spectrum Disorder (ASD), which would be of benefit to the community served by the school. This means that it would therefore be of benefit to any Looked After Children who have an Education, Health and Care Plan identifying their ASD needs.

Safeguarding responsibilities for vulnerable children and adults implications:

27. Safeguarding vulnerable children is a high priority in all Surrey schools. Schools have considerable expertise in safeguarding vulnerable children and adhere to robust procedures. Brooklands School will continue to apply good practice in the area of safeguarding across the expanded school. In addition, safeguarding is a key area for monitoring when Ofsted carries out inspections.

Environmental sustainability implications:

28. Surrey County Council's design philosophy is to create buildings that will support low energy consumption, reduce solar gain and promote natural ventilation. Any new infrastructure on the site will take account of the local planning authority's adopted core planning strategy.

The SEND Transformation Plan includes a principle that supports the expansion of Brooklands School, that pupils with SEND should be able to

attend their local school in most instances. The desired outcome is that the progress, attainment and life-chances of children with SEND increases, through good quality schooling that is local for most and with short journey times. The additional places provided at Brooklands also reduces the number of pupils attending an appropriate specialist setting that requires a longer travelling distance, and the creation of additional carbon emissions and pollution. The additional places contribute to a better and greener environment.

WHAT HAPPENS NEXT:

29. Following a Cabinet Leader decision, Brooklands School will be able to offer places in Reception and Year 3 from September 2020. Children may be accepted into other year groups subject to demand. Some further works may be required to the building and the site to make it suitable for up to 70 pupils. A feasibility study will be carried out upon confirmation of the permanent expansion.

Contact Officer:

Lisa Way, Commissioning Manager, Tel 01372 833419 Mob 07875 648294

Consulted:

Teresa Prior, Headteacher, Brooklands School
Parents of children attending Brooklands School
Staff members and Governors at Brooklands School
Governing Body at Brooklands School
Residents
Tim Oliver SCC Leader
Crispin Blunt (MP for Reigate)
John O'Reilly (Local County Councillor)
Rosemary Absalom (Deputy Mayor - Reigate)
Michael Blacker (Reigate)
James King (South Park & Woodhatch)
Victor Lewanski (South Park & Woodhatch)
Simon Rickham (South Park & Woodhatch)
Hal Brown (Earlswood & Whitebushes)
Susan Fenton (Earlswood & Whitebushes)
Ruth Ritter (Earlswood & Whitebushes)
Stephen Kulka (Meadvale & St John's)
Jane Philpott (Meadvale & St John's)
David Ross (Meadvale & St John's)
Diocese of Arundel and Brighton – Marie Ryan
Diocese of Guildford – Alex Tear
Diocese of Westminster – J P Morrison
Diocese of London - Inigo Woolf
Diocese of Portsmouth – Catherine Hobbs
Diocese of Southwark – Colin Powell
Family Voice
SEND Operations
Speech and Language Therapy Lead
Reigate Residents Association
School's forum representatives: Surrey Special Schools, Surrey Primary Schools & Surrey Secondary Schools

June Crame – Governors, Surrey Primary schools

Annexes:

Annex 1 Brooklands School Statutory Notice (Full)

Annex 2 Equality Impact Assessment

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 **Brooklands School by expanding the school to provide additional places for children with Autistic Spectrum Disorder.**

School and local education authority details

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

Brooklands School
27 Wray Park Road
Reigate
Surrey RH2 0DF
Community Special School

Surrey County Council, 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 that Brooklands School in Wray Park Road, Reigate is expanded to become a split-site primary special school, providing an additional 70 places from September 2020. The school will grow incrementally and will have intake points at both Reception and Year 3 until 2023, when the Year 3 intake point will be removed. The school's admissions arrangements will not change.

Objections and comments

3. A statement explaining the procedure for making representations, including —
 - (a) the date prescribed in accordance with paragraph 29 of Schedule 3 (GB proposals)/Schedule 5 (LA proposals) of The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended), 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 28 February 2020 and concludes at midday on 27 March 2020. Any person may object to or make comments on the proposals by sending representations to:

Education Place Planning, 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 expand Brooklands School by 70 places from September 2020 to create a split-site primary special school, located at Wray Park Road and Alexander Road. These sites are less than two miles apart. The school will continue to function as it currently does across the two sites, increasing capacity to facilitate this, sharing leadership and resources. The school, in conjunction with parents, will determine which pupils are educated on which site depending on their requirements, needs and the curriculum offered.

Brooklands School is currently designated as a Severe Learning and Development Difficulties (SLDD). However, the cohort they currently cater for is mixed, with 47% of the children currently attending the school having needs associated with Autistic Spectrum Disorder (ASD).

This proposal will assist with the development of specialist places for primary pupils with an Education, Health and Care Plan (EHCP) and who have needs associated with Severe Learning and Development Difficulties (SLDD) and Autistic Spectrum Disorder (ASD).

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;

Brooklands School is currently an 83 place specialist primary school. A bulge class of an additional 8 pupils was admitted to the school in January 2020, based at the site at Alexander Road. This proposal is to expand the currently capacity of the school by 70 places to provide a total of 153 permanent places. This will be achieved by the school becoming a split-site primary school over two sites. The school will continue to function as it currently does across the two sites, increasing capacity to facilitate this, sharing leadership and resources. The school, in conjunction with parents, will determine

which pupils are educated on which site depending on their requirements, needs and the curriculum offered. The school's admissions arrangements will not change

- (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;

N/A

- (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;

The school will grow incrementally year on year. The main intake point will then be reception although where there are spaces and demand, new children may be accepted in the school in other year groups.

- (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) Where the alteration is an alteration falling within any of paragraphs 1, 2, 9, 12 and 13 of Schedule 2 (GB proposals) /paragraphs 1, 2, 8, 18 and 19 of Schedule 4 (LA proposals) to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended), a statement of the number of pupils at the school at the time of the publication of the proposals.

As at January 2020 Census, the following number of pupils were on roll (NOR) at Brooklands School:

Year group	N	R *	1	2	3 **	4	5	6	total
NOR	15 (7.5 FTE)	12 Plus 8 Bulge class	11	7	18	9	9	10	99 (91.5 FTE)

*Reception numbers include the bulge class of 8 pupils which would be included in the 70 place expansion

**includes previous bulge class

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 is proposing to expand Brooklands School by 70 places to create a split-site primary school, using its current site on Wray Park Road and an additional site on Alexander Road. The site at Alexander Road is available to use and has been previously used as a school. Brooklands School are already partially using the site for a bulge class of 8 children who started in January 2020. It is proposed that the expansion will utilise the existing school building on Alexander Road. The sites are less than two miles apart. Brooklands School will continue to function as it currently does, but across the two sites, sharing staff, leadership and facilities. The leadership team will recruit additional staff for the expanded school.

(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 such as is mentioned in paragraph 8 or 21 of Schedule 2 (GB proposals)/7 or 14 of Schedule 4 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended) —

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

(3) Where the proposals are for the removal of boarding provisions or an alteration to reduce boarding provision such as is mentioned in paragraph 8 or 21 of Schedule 2 (GB proposals)/7 or 14 of Schedule 4 (LA proposals) to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended) —

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

NA

- (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—

- (c) 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;

N/A

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

N/A

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

N/A

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

N/A

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

N/A

(h) 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.

N/A

Objectives

10. The objectives of the proposals.

This proposal forms part of Surrey County Council's Strategy for Specialist Placements. This proposal will assist with the development of specialist places for primary pupils with an Education, Health and Care Plan (EHCP) and who have needs associated with Severe Learning and Development Difficulties (SLDD) and Autistic Spectrum Disorder (ASD).

Surrey County Council (SCC) are proposing to expand Brooklands School because the school has a strong and established special school offer, experience of supporting children with ASD needs and a desire to meet growing demand from local parents for specialist primary provision. The expansion will enable SCC to offer more primary children and their families local, high-quality specialist provision.

Consultation

11. Evidence of the consultation before the proposals were published including—

- (i) a list of persons who were consulted;
- (j) minutes of all public consultation meetings;
- (k) the views of the persons consulted;
- (l) a statement to the effect that all applicable statutory requirements in relation to the proposals to consult were complied with; and
- (m) 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 Brooklands School, Wray Park, Reigate on Wednesday 5 February 2020.

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 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 project is £1.75 m 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 expansion 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—

- (n) 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

- (o) 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

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

N/A

(q) 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

(r) 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—

- (s) 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 an additional 70 planned places for primary pupils with an Education, Health and Care Plan (EHCP) and who have needs associated with Severe Learning and Development Difficulties (SLDD) and Autistic Spectrum Disorder (ASD).

Brooklands School currently provides primary education for children who have needs associated with Severe Learning and Development Difficulties (SLDD) and Autistic Spectrum Disorder (ASD).

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

N/A

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

This proposal will provide an additional 70 specialist primary places for children who have needs associated with Severe Learning and Development Difficulties (SLDD) and Autistic Spectrum Disorder (ASD).

- (v) details of how the provision will be funded;

The proposed additional places will be funded through the Local Authority allocation of High Needs Block (HNB) Dedicated Schools Grant (DSG). Current rates are £10,000 per place plus an additional sum of around £10,000 per pupil for occupied places depending on pupil needs. Transitional funding will be required to cover any deficit whilst the new places are occupied, causing a short-term pressure on DSG. Current assumptions are that this will take between 2-3 years to achieve break even.

In the medium term, the 70 additional places will assist with managing the pressures on the SCC HNB by reducing the requirement for higher cost non-maintained independent placements.

- (w) 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

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

N/A

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

Alexander Road, Reigate RH2 8ED

- (z) 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

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

All places, existing and proposed, at Brooklands School are for students with special educational needs, who must have an EHCP to attend the school. There are currently 83 places available plus a temporary bulge class of 8 pupils, and this proposal is to provide an additional 70 permanent places which will include the bulge class.

19. Where the proposals are to discontinue provision for special educational needs—
(bb) details of alternative provision for pupils for whom the provision is currently made;

N/A

- (cc) 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

- (dd) 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

- (ee) 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—

- (ff) 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;
- (gg) improved access to specialist staff, both educational and other professionals, including any external support and outreach services;
- (hh) improved access to suitable accommodation; and
- (ii) 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—

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

NA

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

NA

- (ll) 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).

NA

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—

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

NA

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

NA

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 affect the provision of the school's extended services.

Need or demand for additional places

24. If the proposals involve adding places—

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

The expansion is to meet the increased demand for specialist placements for children who have needs associated with ASD and SLDD. In Surrey, numbers of primary-aged children with ASD named on their Education, Health and Care Plan (EHCP) increased by 98% between January 2016 and December 2019 (from 701 to 1391). The forecasts

suggest that numbers will continue to grow over the next 4 years. Currently, just over half (745) of the primary-aged children with an EHCP naming ASD are in specialist provision. Surrey's current ASD provision is operating at capacity and children are increasingly often placed in specialist independent provision because Surrey case officers are unable to find a suitable placement in Surrey. This demand is particularly acute for primary-aged children. In December 2019 there were 178 Surrey children with a primary need of ASD in specialist independent provision. On average specialist independent schools are more expensive than state-funded schools and often not local to the child's home. As part of the Strategy for Specialist Placements, SCC are proposing to expand Brooklands School because the school had a strong and established special school offer, experience of supporting children with ASD needs and a desire to meet growing demand from local parents for primary provision. The expansion will enable SCC to offer more primary children and their families local, high-quality provision.

(pp) 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;

NA

(qq) 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—

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

NA

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

NA

Expansion of successful and popular schools

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

(2) Sub-paragraph (1) applies to expansion proposals in respect of primary and secondary schools, (except for grammar schools), i.e. falling within:

(a) (for proposals published by the governing body) paragraph 1 of Part 1 to Schedule 2 or paragraph 12 of Part 2 to Schedule 2;

(b) (for proposals published by the LA) paragraph 1 of Part 1 to Schedule 4 or 18 of Part 4 to Schedule 4

of the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended).

N/A

EIA Title	Proposal to expand Brooklands School			
Did you use the EIA Screening Tool? (Please tick or specify)	Yes (Please attach upon submission)	✓	No	

1. Explaining the matter being assessed

What policy, function or service change are you assessing?	<p>The expansion is to meet the increased demand for specialist placements, in particular for children with a primary need of Autistic Spectrum Disorder (ASD).</p> <p>Surrey's current ASD provision is operating at capacity and children are increasingly placed in specialist independent provision or out of their local area due to the high demand of suitable placements in Surrey. This demand is particularly acute for primary-aged children. In December 2019, there were 178 primary-aged Surrey children with a primary need of ASD in specialist independent provision.</p> <p>The proposal is to use an existing school site on Alexander Road in Reigate which is proposed to come into effect from September 2020.</p>
Why does this EIA need to be completed?	The EIA is being completed to assess the impact of the proposal to expand an existing site on Alexander Road.
Who is affected by the proposals outlined above?	Surrey County Council shared the proposal with schools including head teachers and chairs of governors; unions; parent representatives; partner agencies; local residents on Alexander Road; other Local Authorities (within 3 miles) the staff and parents of Brooklands School.
How does your service proposal support the outcomes in the Community Vision for Surrey 2030?	<ul style="list-style-type: none"> - Children and young people are safe and feel safe and confident. - Everyone benefits from education, skills and employment opportunities that help them succeed in life. - Communities are welcoming and supportive, especially of those most in need, and people free able to contribute to community life. - Well connected communities, with effective infrastructure, that grow sustainably.



Are there any specific geographies in Surrey where this will make an impact? (Please tick or specify)	County Wide		Runnymede	
	Elmbridge		Spelthorne	
	Epsom and Ewell		Surrey Heath	
	Guildford		Tandridge	
	Mole Valley		Waverley	
	Reigate and Banstead	√	Woking	
	Not Applicable			
	County Divisions (please specify if appropriate):			
Briefly list what evidence you have gathered on the impact of your proposals?	<p>Evidence was collated by publishing an informal consultation with an attached survey on the Surrey Says website from 13 January 2020 and ended on 14 February 2020. The consultation informed individuals of the proposal to expand Brooklands School. A total of 181 responses was collated. 175 agreed with proposal, 4 disagreed and 2 didn't know.</p> <p>A public meeting was also held on the 5 February where delegates were able to voice their opinion on the proposal. A total of 13 people attended and asked a variety of questions.</p> <p>Following this period of consultation, Statutory notices were published for a 4 week consultation period on Friday 28 February 2020 to Friday 27 March 2020.</p>			

2. Service Users / Residents

There are 10 protected characteristics to consider in your proposal. These are:

1. Age including younger and older people
2. Disability
3. Gender reassignment
4. Pregnancy and maternity
5. Race including ethnic or national origins, colour or nationality
6. Religion or belief including lack of belief
7. Sex
8. Sexual orientation
9. Marriage/civil partnerships
10. Carers protected by association

Though not included in the Equality Act 2010, Surrey County Council recognises that socio-economic disadvantage is a significant contributor to inequality across the County and therefore regards this as an additional factor.

Therefore, if relevant, you will need to include information on this. Please refer to the EIA guidance if you are unclear as to what this is.

Disability

What information (data) do you have on affected service users/residents with this characteristic?

This information was gathered and specifies the service users/residents that responded to the consultation period.
The primary school aged children at Brooklands school are children with SLDD. 47% of children have a diagnosis of ASD.

Impacts (Please tick or specify)	Positive		Negative		Both	√
Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner		
<i>What impacts have you identified?</i>	<i>What are you basing this on?</i>	<i>Actions to mitigate or enhance impacts</i>	<i>Due date</i>	<i>Who is responsible for this?</i>		
Positive: Additional numbers of children will be able to access a special school place in their local area.	The proposal is to expand an existing school site to provide 70 additional places, over a number of years.	Due to the high number of children diagnosed with ASD the proposed expansion will enable more children to access provision within their local area.	Ongoing	Surrey County Council		
Positive: More children with ASD will receive the same high quality of education as their peers.	The expertise and ethos at Brooklands will continue to provide the high quality practice at the Alexander Road site.	The Head at Brooklands proposes to split her senior staff team across the Alexander Road and Wray Park site.	September 2020 onwards	Head Teacher at Brooklands.		

<p>Negative: With additional places there is potential for children to not receive the number of therapy sessions as stated on their Education Health Care Plans’.</p>	<p>Due to the low number of therapists nationwide this could have an impact on providing this service for children at the proposed site.</p>	<p>Following the public meeting on the 5 February a question was raised – “How will the shortage of therapists meet the increasing need to provide a service to schools and meet the requirements for children with disabilities to access a range of therapies”? The Service Manager had discussions previously with the Therapy Service Manager with a view to ensure therapy provision is taken into consideration when recruiting new staff.</p>	<p>September 2020 onwards</p>	<p>Surrey County Council. NHS/Recruitment</p>
<p>Negative: As a result of an expansion at Alexander Road there will be an increase in traffic movement during school drop off and collection periods.</p>	<p>Following the consultation and public meeting, concerns were raised around traffic flow.</p>	<p>There are several children that are eligible to be transported to school on Surrey County Council transport.</p> <p>Other children will be brought in by their parents and the traffic flow will increase in the morning and late afternoon only.</p>	<p>September 2020 onwards</p>	<p>Surrey County Council - planning</p>
<p>Negative: With an increase in additional staff and visitors there will be an increase of parking on and around the school site.</p>	<p>Following the consultation and public meeting, respondents expressed concerns around parking.</p>	<p>Some parking spaces will be created for staff member’s onsite. The expectation is also for staff to park on other residential roads in the local area. In addition to the possibility for staff to car share.</p>	<p>September 2020 onwards</p>	<p>Surrey County Council - planning</p>
<p>What other changes is the council planning/already in place that may affect the same groups of residents? Are there any dependencies decisions makers need to be aware of</p>				

No impact identified

Any negative impacts that cannot be mitigated? Please identify impact and explain why

NA

AGE (including younger and older people)

Some children can be transported to school with their peers.

Impacts	Positive		Negative		Both	
Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner		
<i>What impacts have you identified? Add more rows if you need to</i>	<i>What are you basing this on?</i>	<i>Actions to mitigate or enhance impacts</i>	<i>Due date</i>	<i>Who is responsible for this?</i>		
Positive: The majority of children are eligible to Surrey County Council transport.	There are currently 8 children in the bulge class on the site at Alexander Road. They are transported into school with their peers.		Ongoing	Surrey County Council		
What other changes is the council planning that may affect the same groups of staff? Are there any dependencies decisions makers need to be aware of						
No impact identified						
Any negative impacts that cannot be mitigated? Please identify impact and explain why						
NA						

3. Staff

What information do you have on the affected staff with this characteristic?						
Existing senior staff will be split across 2 sites. New staff will have to be recruited to provide a service and the training needs of staff addressed.						
Impacts	Positive		Negative		Both	
Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?		When will this be implemented by?		Owner
<i>What impacts have you identified? Add more rows if you need to</i>	<i>What are you basing this on?</i>	<i>Actions to mitigate or enhance impacts</i>		<i>Due date</i>		<i>Who is responsible for this?</i>
Positive: Senior staff from the site at Brooklands school will be split across both sites.	The Head at Brooklands proposes to split her senior staff team across the Alexander Road and Wray Park sites.	The expertise and experience of the existing school staff will continue to provide the high quality practice at the new site. This will also have a positive impact on new staff to be employed which will continue to ensure the ethos at Brooklands is transferred to the Alexander Road site.		September 2020		Head at Brooklands School
What other changes is the council planning that may affect the same groups of staff? Are there any dependencies decisions makers need to be aware of						
No impact identified						
Any negative impacts that cannot be mitigated? Please identify impact and explain why						
NA						

3. Amendments to the proposals

CHANGE	REASON FOR CHANGE
<i>What changes have you made as a result of this EIA?</i>	<i>Why have these changes been made?</i>
NA	NA

5. Recommendation

Based your assessment, please indicate which course of action you are recommending to decision makers. You should explain your recommendation in the in the blank box below.

Outcome Number	Description	Tick
Outcome One	No major change to the policy/service/function required. This EIA has not identified any potential for discrimination or negative impact, and all opportunities to promote equality have been undertaken	√
Outcome Two	Adjust the policy/service/function to remove barriers identified by the EIA or better advance equality. Are you satisfied that the proposed adjustments will remove the barriers you identified?	
Outcome Three	Continue the policy/service/function despite potential for negative impact or missed opportunities to advance equality identified. You will need to make sure the EIA clearly sets out the justifications for continuing with it. You need to consider whether there are: <ul style="list-style-type: none"> • Sufficient plans to stop or minimise the negative impact • Mitigating actions for any remaining negative impacts plans to monitor the actual impact. 	
Outcome Four	Stop and rethink the policy when the EIA shows actual or potential unlawful discrimination (For guidance on what is unlawful discrimination, refer to the Equality and Human Rights Commission's guidance and Codes of Practice on the Equality Act concerning employment, goods and services and equal pay, available here).	
<i>Please use the box on the right to explain the rationale for your recommendation</i>	NA	

6a. Version Control

Version Number	Purpose/Change	Author	Date
0.1	New template	Debbie Watson	28.01.2020
0.3	Revised	Debbie Watson	19.02.2020

6b. Approval

	Name	Date approved
Approved by*	<i>Head of Service</i>	
	<i>Executive Director</i>	
	<i>Cabinet Member</i>	
	<i>Directorate Equality Group</i>	

EIA Author	Debbie Watson
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**Secure approval from the appropriate level of management based on nature of issue and scale of change being assessed.*

6c. EIA Team

Name	Job Title	Organisation	Team Role
Debbie Watson	Commissioning Assistant	Surrey County Council	
Lisa Way	Commissioning Manager	Surrey County Council	

If you would like this information in large print, Braille, on CD or in another language please contact us on:

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