

Notice of Meeting

Cabinet Member for All-Age Learning Decisions

**Date & time**

Tuesday, 9 March
2021 at 3.30 pm

Place

Remote via Teams

Contact

Angela Guest
020 8541 9075
angela.guest@surreycc.gov.uk

Chief Executive

Joanna Killian

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

Please be aware that a link to view a live recording of the meeting will be available on the webcast page on the Surrey County Council website. This page can be accessed by following the link below:

<https://surreycc.public-i.tv/core/portal/webcasts>

Cabinet Member

Mrs Julie Iles OBE (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 (03/03/2021).

b Public Questions

The deadline for public questions is seven days before the meeting (02/03/2021).

c Petitions

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

3 PROPOSAL TO OPEN A SPECIALIST CENTRE AT THE ORCHARD SCHOOL

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To review the education rationale for the commencement of a specialist centre for pupils with Speech Language and Communication Needs (SLCN) at The Orchard School.

Joanna Killian
Chief Executive

Published: Friday, 26 February 2021

SURREY COUNTY COUNCIL

CABINET MEMBER FOR ALL-AGE LEARNING

DATE: 9 MARCH 2021



**LEAD OFFICER: RACHAEL WARDELL, EXECUTIVE DIRECTOR
FOR CHILDREN, FAMILIES AND LIFELONG
LEARNING**

**SUBJECT: PROPOSAL TO OPEN A SPEECH LANGUAGE
AND COMMUNICATION NEEDS (SLCN)
SPECIALIST CENTRE AT THE ORCHARD
SCHOOL**

**ORGANISATION STRATEGY
PRIORITY AREA: TACKLING HEALTH INEQUALITY**

SUMMARY OF ISSUE:

To review the education rationale for the commencement of a specialist centre for pupils with Speech Language and Communication Needs (SLCN) at The Orchard School.

The Orchard School is a three form entry infant school in the borough of Elmbridge in Surrey. The school has an 'Outstanding' Ofsted rating. The Orchard School is a Foundation School and is part of The Voice Education Trust.

The Orchard School has been supporting 2 pupils in each year group in an environment mirroring a specialist centre. This proposal is to commission the places permanently to continue to meet the needs of pupils with Speech Language & Communication Needs (SLCN) in the local area.

RECOMMENDATIONS:

It is recommended that the Cabinet Member for All Age Learning determines the statutory notice thereby bringing into effect the formal commencement of a Specialist Centre with 6 places for pupils from Year R to Year 2 with Speech Language and Communication Needs (SLCN).

REASON FOR RECOMMENDATIONS:

Demand for specialist centre provision in the north east area for pupils with Special Educational needs is high. The provision of a specialist Speech Language and Communication (SLCN) 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.

Pupils attending the centre would be in addition to the mainstream Planned Admission Number (PAN) of the school. The school would manage meaningful inclusion into the mainstream classes which is wholly individualised to the needs of the child. Some pupils would spend more time in the centre than others and it would be the responsibility of the school to manage the specialist offer and inclusion levels in partnership with the parents and LA officers.

The Orchard School is using existing space within the current building to run a temporary centre environment. It is proposed that this space is permanently used for the new provision, therefore there is no capital investment and additional building needed.

For these reasons, it is recommended that the Cabinet Member for All Age Learning determines the Statutory Notice, to bring the creation of the specialist centre into effect from 1 September 2021.

DETAILS:

1. Demand for specialist centre provision for pupils with special educational needs is high. As a result, other specialist provision is operating at or above capacity. The provision of a specialist SLCN centre in an infant school will help support local families who would otherwise have to travel further afield. This will increase availability of specialist school places that are matched appropriately to need-type, phases of education and geographic location, as well as reduce home to school journey times and associated costs.
2. The Orchard School is a three form entry infant school in the borough of Elmbridge in Surrey. The school has an 'Outstanding' Ofsted rating. The Orchard School has been supporting 2 pupils in each year group in an environment mirroring a specialist centre. This proposal is to commission the places permanently to continue to meet the needs of pupils with Speech Language & Communication Needs (SLCN) in the local area.
3. It is anticipated that the centre would be organised with two places per year group. The Orchard School is using existing space within the current building to run a temporary centre environment. It is proposed that this space is permanently used for the new provision, therefore there is no capital investment and additional building needed.
4. Appropriate pupils for this provision would be identified and placed at this specialist SLCN centre using the Education Health Care Plan (EHCP) and subsequent review pathways.

5. There will be 6 places in total from September 2021. There will be 2 places available for pupils joining Year R. There will also be 2 places in year 1 and year 2 which will be filled by pupils moving through the current temporary centre if still identified as the appropriate placement in their EHCP.
6. Creating the specialist places in an Infant School for pupils in Year R, 1 and 2 creates an opportunity for pupils in Early Years Foundation Stage and Key Stage 1 to access specialist teaching and support. It will benefit pupils in need of further assessment and support to prepare to transition to the most appropriate placement in year three depending on needs identified through their Education Health and Care Plan. This may be a local mainstream junior school, another mainstream school with a specialist centre, or a special school.

CONSULTATION:

7. An informal public consultation ran from 2 November 2020 and the consultation document is available at www.surreysays.co.uk. A public meeting was held online over Microsoft Teams on 18 November 2020, six parent/carers and six members of staff or Governors attended and the views shared at the meeting were supportive of the proposal. A total of 10 responses were received during the consultation period which closed on 14 December 2020. All 10 responses agreed with the proposal.
8. As a result of the informal consultation, a decision was made to proceed with statutory notices which were published from 11 January 2021 to 8 February 2021. The full documents are available at www.surreysays.co.uk and the long version of the statutory notice is appended to this report as Annex A.
9. There was only one response to the statutory notices and the respondent agreed with the proposal.
10. A consultation analysis is appended to this report as Annex B. 100% of respondents agreed with the proposal. Respondents who left comments mentioned the value in having a specialist provision as part of a mainstream school and the benefit for all pupils in the school. Respondents also mentioned the importance of inclusion and that all mainstream schools should be supported to include pupils with additional needs. One respondent questioned whether there could be a feeder school in year 3.

RISK MANAGEMENT AND IMPLICATIONS:

11. The Orchard School has been supporting pupils with SLCN on a temporary basis and there are no building requirements, therefore the implementation risks are low.
12. There is a need for additional SEN places in Surrey, and the risk is in not creating additional places, with pupils placed in non-maintained independent schools which would be more expensive and further away from home.

Financial and value for money implications:

13. There are no adjustments needed to the building, and therefore there are no capital building costs to this proposal. A sum of £8,000 per key stage classroom would be provided to purchase resources.
14. Each of the six pupils on roll at the specialist centre at the school would receive the usual sum of Average Weighted Pupil Unit (AWPU) of £3,348 from the schools block. In addition to AWPU each agreed planned place commissioned (six in total) would receive £6,000 to support the specialist nature of the provision. Each pupil in attendance would receive an individual pupil 'top up' sum. For Speech Language and Communication (SLCN) pupils the current sum is £3,517.29. This rate applies to all specialist centres across all Surrey schools which host a centre of this type.
15. Revenue costs from the High Needs Block are shown in the table below. These are in addition to the £3,348 per pupil AWPU payments:

6 Place Centre total at current rates	
6 planned places at £6,000 ongoing	£36,000
6 places of top up at £3,517.29 ongoing	£21,103
Total funding per financial year	£57,103

16. The ongoing revenue costs in the table above are already being incurred by the Council and funded from the High Needs Block of the Dedicated Schools Grant, as part of supporting the temporary places at The Orchard so creating a permanent centre would not increase costs in that respect. The £8,000 per key stage classroom would be a one-off payment which would come from the Dedicated Schools Grant High Needs Block in line with current practice.

Section 151 Officer commentary:

17. Although significant progress has been made over the last twelve months to improve the Council's financial position, the medium-term financial outlook beyond 2021/22 remains uncertain. The public health crisis has resulted in increased costs which may not be fully funded. With uncertainty about the ongoing impact of this and no clarity on the extent to which both central and local funding sources might be affected in the medium term, 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 proposal to permanently create this specialist centre which will overcome the need to purchase specialist placements elsewhere. The implications will be factored into the Medium-Term Financial Strategy.

Legal implications – Monitoring Officer:

18. 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. In doing so, the Council is required to contribute to the spiritual, moral, mental and physical development of the community. 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.

19. The local authority has carried out a consultation on the proposal which is in accordance with statutory requirements. Such consultation involved those directly affected by the changes together with relevant representative groups.

20. In considering this Report, Cabinet must give due regard to the results of the consultation as set out in the reports attached and the response of the Service to the consultation comments and conscientiously take these matters into account when making its final decision.

Equalities and diversity:

21. An Equality Impact Assessment (EIA) is attached to this report as Annex C.

Corporate Parenting/Looked After Children implications:

22. This proposal would provide increased provision for primary places for children with Speech Language and Communication Needs (SLCN) 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 Speech and Language and Communication Needs.

Safeguarding responsibilities for vulnerable children and adults implications:

23. 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:

24. The specialist centre is within the existing building of the school.

WHAT HAPPENS NEXT:

25. Subject to the Cabinet Member determining the statutory notices Surrey County Council and The Governing Body of The Orchard will proceed with transition from a temporary centre to the opening of a permanent centre in September 2021.

Contact Officer:

Jane Keenan, Commissioning Manager, Mob. 07970 645 745

Consulted:

Carol Rusby, Headteacher, The Orchard School
Parents of children attending The Orchard School
Staff members at The Orchard School
Governing Body The Orchard School
The Voice Education Trust
Residents
Cllr Peter Szanto
Cllr Julie Iles

Annexes:

Annex A Statutory notice (Full)
Annex B Consultation Analysis
Annex C Equality Impact Assessment

PROPOSAL FOR PRESCRIBED ALTERATIONS:

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 **The Orchard 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.

The Orchard School
Bridge Road, East Molesey, Surrey, KT8 9HT
Foundation School (The Voice Education Trust)

Surrey County Council, Quadrant Court, 35 Guildford Road, Woking, GU22 7QQ

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 Infant pupils with an Education Health and Care Plan (EHCP) and who have Speech Language & Communication Needs (SLCN) in Surrey.

It is proposed the centre will open in September 2021 with 6 places available. It is anticipated that the centre would be organised with 2 places per year group, although this number is not fixed and on occasions some year groups may have more or less than 2 pupils.

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 11th January 2021 and concludes at midday on 8th February 2021. Any person may object to or make comments on the proposals by sending representations:

The consultation and online response form can be accessed from the Surrey County Council website:

www.surreysays.co.uk

Alternatively, you may send a written response by email or post

Email:

schoolorg@surreycc.gov.uk

Post:

Jane Keenan, Surrey County Council, Quadrant Court, 35 Guildford Road, Woking, GU22 7QQ

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 The Orchard School for pupils with Speech Language & Communication Needs (SLCN).

This proposal will assist with the development of places for Key Stage 1 pupils with an Education Health Care Plan (EHCP) and that have Speech Language & Communication Needs (SLCN) in Surrey.

The Orchard School has been supporting 2 pupils in each year group in an environment mirroring a specialist centre. This proposal is for the school to have a permanent specialist centre to continue to meet the needs of pupils with Speech Language & Communication Needs (SLCN) in the local area.

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 6 new planned places (2 places in each year group across the infant school) for pupils that have Speech Language & Communication Needs (SLCN) in Surrey.

The Orchard School has been supporting 2 pupils in each year group in an environment mirroring a specialist centre, agreed on a yearly basis. This proposal now creates 6 permanent planned places at the school.

This is in addition to the mainstream capacity of 270 pupils across Yr R, Year 1 and Year 2.

(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 The Orchard 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 2 per year group across the infant 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 2021 with 6 places available from an intake of 2 in reception and pupils currently placed in Yr R and Yr 1 at the temporary centre moving up into Yr 1 and Yr 2.

- (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 October 2020 Census, the following number of pupils were on roll at The Orchard School

	Yr R	Yr 1	Yr 2
The Orchard School	90	90	88

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.

There are no building requirements. The Governing Body of The Orchard School remain responsible for managing the specialist centre including staffing requirements. Surrey County Council is commissioning 6 planned places and will provide planned place and top up pupil funding.

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 not proposing an enhanced building option to accommodate this new centre at The Orchard School. There is currently adequate space without the need to expand the buildings

(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 accommodated on the site at The Orchard School

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

N/A

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

N/A

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

N/A

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

N/A

(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.

N/A

Objectives

9. The objectives of the proposals.

It is proposed a specialist Special Education Needs and Disability (SEND) centre for 6 pupils is created at The Orchard School.

The proposal is in response to demand for specialist centre provision in the North East area for pupils with special educational needs.

The provision of a specialist SLCN 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 virtual public meeting was held on 18th November 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 users of the school building; other local schools; local borough and county councillors; and the School Admissions Forum.

Surrey County Council has complied with all applicable statutory requirements to consult in connection with this proposal. At the conclusion of the Notice period, if permission is granted by the Surrey Cabinet Member for All Age Learning, Surrey County Council will implement the proposal.

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.

There are no structural changes to the building.

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).

The Orchard Infant School is using existing space within the current building to run a temporary centre environment. It is proposed that this space is permanently used for the new provision. Therefore there is no capital investment and additional building needed.

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 6 planned places for infant pupils (Yr R – Yr 2) with and Education Health and Care Plan (EHCP) and who have Speech Language and Communication Needs (SLCN)

- (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 6 planned places in September 2021,

- (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.

There will be 6 places at the specialist centre will be reserved for pupils with identified Speech Language and Communication Needs (SLCN) 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 has resulted in pupils with SLCN being placed in an environment mirroring a centre at The Orchard. The provision of an additional specialist SLCN 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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Consultation Analysis

**PROPOSAL TO OPEN A SPECIALIST CENTRE AT THE ORCHARD
SCHOOL**



SURREY
COUNTY COUNCIL

Consultation Analysis - Proposal to Open a Specialist Centre at The Orchard School

Introduction

Surrey County Council published an informal consultation from the 2nd November 2020 to the 14th December 2020. After reviewing initial responses Statutory notices were published from 11th January 2021 to the 8th February 2021

Part 1 of this paper is an analysis of the responses received during the informal consultation notice period and Part 2 is an analysis of the responses during the Statutory Notices. The summary and key points give a summary of the findings from both consultations. This paper will be submitted to the Lead Cabinet Member for All Age Learning as part of the Lead Cabinet Member report, for consideration in the decision to determine the statutory notices on 9th March 2021.

Consultation Summary

The informal consultation was open from 2nd November 2020 to the 14th December 2020. The associated documentation was published on the Surrey County Council 'Surrey Says' website and circulated to local stakeholders. Interested parties were invited to return responses to the consultation via an online form or alternatively email or post responses.

A public meeting was held on the 18th November 2020

The Statutory Notices were published from the 11th January 2021 to the 8th February 2021. The associated documentation was published on the Surrey County Council 'Surrey Says' website and circulated to local stakeholders. The notices were also published in the local paper (Surrey Comet) on the 14th January 2021. Interested parties were invited to return responses to the consultation via an online form or alternatively email or post responses.

An Equalities Impact Assessment has been completed throughout the informal consultation period and statutory notices and responses to the both consultations have contributed to that assessment.

Key points from the consultation responses:

1. 100% of respondents agree with the proposal
2. Parents were very supportive of implementing a specialist centre in a mainstream school
3. Parents were encouraged by the inclusive culture and ethos at The Orchard School.
4. The Orchard school would be well placed to provide specialist provision, with dedicated and experienced headteacher and staff
5. Parents thought it was important that these very young pupils were educated in the local area, rather than having to travel long distances.
6. Parents commented on the lack of specialised places across the local area.

Quantitative Analysis

Informal Consultation

There were 10 responses to the consultation. 100% of respondents agreed with the proposal. There were no disagreements with the proposal and 0% of respondents said they didn't know.

Statutory Notices

There was 1 response to the consultation. 100% of respondents agreed with the proposal.

Qualitative Analysis across the Informal Consultation and Statutory Notices

Due to the low numbers of responses across the informal consultation and statutory notices, this section includes a summary of the qualitative responses across both consultations.

Respondents had the opportunity to add comments at the end of the survey. In the informal consultation 8 out of 10 respondents left comments. During the statutory notices 1 person responded and left a comment. Across the two consultation periods there were 9 comments.

Key themes

There were 3 key themes that emerged from the consultation responses

Need for SEND provision in the local area

Some respondents mentioned lack of provision in area and pupils with SEND in need of this type of support

“There appears to be a growing number of children that local schools say, ‘they cannot support’. This is stressful for the children and parents. Diagnosis can take a long time; specialised schools do not have enough places and children do like to go to their local school.”

“Surrey is desperately short of all types of specialist provision”

Importance of inclusion in mainstream

Some respondents mentioned the importance of inclusion in mainstream schools for pupils with SEN, and that the specialist centre would continue to support inclusivity across the whole school.

“The Orchard is an inclusive school, and provides good support for children with special needs.”

“There appears to be a growing amount of children that local schools say ‘they cannot support’. This is stressful for the children and parents”

“The specialist skills will benefit not only the children in the Centre, but the whole school.”

Praise for The Orchard and the current temporary provision

Some respondents mentioned the dedication of the headteacher and staff currently at The Orchard.

“The Orchard is a fantastic school and welcomes children with SEN. This is a recognition for their hard work and continued contribution to the local community.”

Questions and answers

Two respondents had questions about the proposal:

Which school will become the feeder school for pupils moving into year 3?

All responses have informed the Equality Impact Assessment and supported transition is an agreed action. Pupils will be supported to transition to the appropriate placement identified through their EHCP, this may be the local mainstream Junior school, another specialist centre in a mainstream school or a special school. A specialist centre in an infant school will benefit pupils in need of further assessment and support before identifying the best placement in year 3.

Will pupils with High COIN needs attend the centre or will there be a clear criteria for admission in line with the other SLCN (Low COIN) centres in Surrey?

Placements will be made at the specialist centre if the specialist centre at The Orchard School is identified as the appropriate placement through the EHCP process. As stated in the [school admissions guidance](#) places will allocated in accordance with the Children and Families Act 2014, which requires the Local Authority to take into account the child's special educational needs, parental request for schools, and the formal view of the schools requested before making a decision.

Places will be allocated based on parental requests wherever possible, unless:

- the school is unsuitable for the child's age, ability, aptitude or SEN
- the placement would be incompatible with the efficient education of the other children with whom your child would be educated, and
- the placement would be incompatible with the efficient use of resources.

Public Meetings

An online public meeting was held on the 18th November using MS Teams. There was a short presentation followed by 45 minutes for attendees to ask questions.

12 people attended on the 18th November:

6 parent/carers/family member of pupils at The Orchard school
 5 staff at The Orchard school
 1 Governors and/or other affiliation with The Orchard school

No questions were asked at the public meeting but parents made comments about their views and feelings on the proposal. The comments were positive and themes arising from the public meeting reflect the themes from the responses to the consultation.

1. Parents were relieved to have local, specialist provision set within a mainstream setting.
2. Parents were very happy with the inclusive ethos within the school and the support from the teaching staff and SENCO in particular.

EIA Title	Proposal to open a specialist centre at The Orchard School			
Did you use the EIA Screening Tool? (Please tick or specify)	Yes (Please attach upon submission)	Yes	No	

1. Explaining the matter being assessed

What policy, function or service change are you assessing?	<p>The Orchard Infant School is a three form entry infant school in the borough of Elmbridge in Surrey. The school has an 'Outstanding' Ofsted rating. The Orchard has currently been supporting 2 pupils in each year group in a centre environment and this consultation is for the school to have a permanent specialist centre to continue to meet the needs of pupils with Speech and Language Communication Needs (SLCN) in the local area.</p> <p>It is proposed that The Orchard Infant School hosts a specialist Special Education Needs and Disability (SEND) centre for 6 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 2 places per year group, although this number is not fixed and on occasions some year groups may have more or less than 2 pupils.</p>
Why does this EIA need to be completed?	The EIA is being completed to assess the impact of the proposal to open a new specialist centre at The Orchard Infant School.
Who is affected by the proposals outlined above?	<p>The proposal will impact:</p> <ul style="list-style-type: none"> • pupils currently attending The Orchard School • Staff at The Orchard School • Parents and families of children with SLCN education needs, currently attending The Orchard School or likely to attend The Orchard School in future.
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



	<ul style="list-style-type: none"> Communities are welcoming and supportive, especially of those most in need, and people feel able to contribute to community life. 		
<p>Are there any specific geographies in Surrey where this will make an impact?</p> <p>(Please tick or specify)</p>	County Wide		Runnymede
	Elmbridge	x	Spelthorne
	Epsom and Ewell		Surrey Heath
	Guildford		Tandridge
	Mole Valley		Waverley
	Reigate and Banstead		Woking
	Not Applicable		
	County Divisions (please specify if appropriate):		
<p>Briefly list what evidence you have gathered on the impact of your proposals?</p>	<p>A consultation started on the 2nd November 2020 and finished on the 14th December 2020. A public virtual consultation meeting was held on the 18th November 2020.</p> <p>A survey was published on the Surrey County Council consultation website 'Surrey Says' between 2nd November 2020 and 14th December 2020. A total of 10 responses were received and analysed. Of the 10 responses, 100% agreed with the proposal, 0% disagreed with the proposal; and 0% did not know or offer a position.</p> <p>Consultation packs detailing the proposal were distributed to all staff at The Orchard School. Parents of pupils could have obtained a copy of the consultation from the school or online.</p> <p>Statutory notices were published and ran for a period of 4 weeks. These were posted on the school gate, published in the local press, and on the 'Surrey Says' website.</p> <p>There was 1 response to the statutory notice: 1 response agreed with the proposal.</p> <p>A Consultation Analysis has been published as part of the report to the Lead Cabinet Member for All-Age Learning Meeting on 9 March.</p> <p>The following data has also been used:</p> <ul style="list-style-type: none"> School census records October 2020 Office for National Statistics https://www.neighbourhood.statistics.gov.uk/dissemination/ English indices of deprivation 2019 		

2. Service Users / Residents

There are 10 protected characteristics have been considered and two highlighted in green where impacts have been identified 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.

DISABILITY

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

All pupils who will be attending the Specialist Centre at The Orchard School have Speech Language and Communication Needs. Some pupils may also have an additional disability.

Impacts (Please tick or specify)	Positive		Negative		Both	X
Impacts identified	Supporting evidence		How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner	
Additional pupils will be able to access a local SLCN centre if approved.	The next nearest SLCN provision is over 5 miles away (Stepgates Primary School) from The Orchard Infant School and therefore pupils with SLCN will not need to travel so far for appropriate school provision.		To ensure that the proposal is completed on time and the provision is available for September 2021.	September 2021	Surrey County Council and the school	

**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**

The development of the proposed Specialist centre is part of a suite of proposals being developed by Surrey County Council to deliver a step change in the number of places for learners who have complex SEND in local Special Schools and Specialist Centres.

SEND Capital programme 29 Sept 20

SEND Capital Programme Phase 3 2021- Cabinet Report.pdf (surreycc.gov.uk)

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

Age

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

The Orchard School is an Infant School for learners in Year R to Year 2.

Impacts (Please tick or specify)	Positive	X	Negative		Both	
Impacts identified	Supporting evidence		How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner	
<p>The offer at the school is only up to Year 2 and therefore there is a transition point before Year 3.</p> <p>Negative impacts are that pupils who would benefit from the same support in year 3 would have to change provision to access that support and may need a placement outside of the immediate local area</p>			<p>Negative: To minimise the negative in transition, support and assessment would be offered throughout the learners time at The Orchard to ensure a smooth transition to either mainstream local schools or specialist centres.</p> <p>Positive: There is opportunity for pupils to move to local mainstream schools in year 3</p>	September 2021	Surrey County Council and The Orchard School	

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<p>Positive Impacts are that the model offered in Year R to Year 2 allows time for progression and assessment.</p>		<p>with continued Speech and Language Support supporting inclusion with peers in mainstream.</p> <p>There are opportunities for transitioning at year 3 to other specialist centres in local mainstream schools. Additional High COIN places are proposed in year 3 at Chandlers Field Primary to support if a pupils needs are identified as needing an ASD provision in year 3. There is also a transition point to local LAN (Learning and Additional Needs) Specialist Centres in the local area.</p>		
<p>Reduce impacts for pupils in Year R whether they are place in this Infant provision or a primary provision</p>		<p>Ensure that children placed at the SLCN centre would benefit from a placement in the infant years.</p> <p>Prepare transition to support pupils into mainstream in year 3 or appropriate specialist placement</p>	<p>Ongoing</p>	<p>The Orchard School</p> <p>SEN Admissions Team and SEN Area Teams at Surrey County Council</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> <p>Additional Year 3 High COIN places are proposed at Chandlers Field Primary School and Meadhurst Primary School. Those proposals are subject to separate consultation and form part a range of proposals under The SEND Capital Programme.</p>				

Any negative impacts that cannot be mitigated? Please identify impact and explain why
The school does not have a junior department so it is not possible for pupils to continue at the same school into Year 3

SOCIO-ECONOMIC FACTORS

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

Index of Multiple Deprivation (2019) – Parts of Molesey East (Elmbridge 002A) are in the least 10% least deprived areas in the country meaning 90% of places in the country have higher levels of deprivation. However the school serves local areas with pockets of deprivation (Elmbridge 004B in Walton South is the most deprived 20-30% meaning it is an area more deprived than 70% of the country and Elmbridge 003D in Molesey West is in the most deprived 30 – 40% of the country) and the specialist centre will support pupils from a wider area than the primary school.

Impacts (Please tick or specify)	Positive	X	Negative		Both	
Impacts identified	Supporting evidence		How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner	
More families will be able to access a local provision for SLCN pupils if approved.	The next nearest SLCN provision is 5 miles away (Stepgates and Meadhurst Primary Schools) from The Orchard Infant School and therefore pupils with needs will not need to travel so far for appropriate school provision.		To ensure that the proposal is completed on time and the provision is available for September 2021.	September 2021	Surrey County Council and the school	

<p>Potential less travel time for families as they will be able to access a local SLCN provision.</p>	<p>The next nearest SLCN provision is 5 miles away (Stepgates and Meadhurst Primary Schools) from The Orchard Infant School and therefore pupils with needs will not need to travel so far for appropriate school provision.</p> <p>Children and young people with SEND may be eligible for travel assistance as described in the Home to School/College Travel Transport Policy</p>	<p>Ensure that children placed at the SLCN centre are local to the provision</p> <p>“An entitlement to home to school transport exists where the following criteria is satisfied: A child with an EHCP attends their nearest suitable school* and qualifies for home to school transport under the statutory walking distances (section 3.2) outlined previously within this policy.” (Home to School Travel Transport Policy)</p>	<p>Ongoing</p>	<p>SEN Admissions Team at Surrey County Council</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>				
<p> </p>				
<p>Any negative impacts that cannot be mitigated? Please identify impact and explain why</p>				
<p> </p>				

3. Staff

NO IMPACTS IDENTIFIED

What information do you have on the affected staff with this characteristic?

Any direct changes for staff are not part of this proposal and would be addressed by The Orchard School

Impacts	Positive		Negative		Both	
Impacts identified	Supporting evidence	How will you maximise positive/minimise negative impacts?	When will this be implemented by?	Owner		
Any direct changes for staff are not part of this proposal and would be addressed by The Orchard School	The Orchard School are responsible for staffing and planning in the centre and school	The development of a Specialist Centre at The Orchard has already increased the repertoire, skill and confidence of all the staff in working with pupils with Speech Language and Communication Needs to provide for children within the mainstream provision as well as the centre environment. Children and staff benefit from the learning arising from working with children with complex needs as well as working with outside agencies, Specialist Teachers	September 2021	The Governing Body of The Orchard School		

Equality Impact Assessment

		and Assistants. The Orchard Staff are highly committed and are supported by a culture, and well -resourced learning environment designed to welcome and support a diverse community.		
<p>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</p>				
<p>Any negative impacts that cannot be mitigated? Please identify impact and explain why</p>				
<p><i>You will need to repeat the box below (copy and paste) for each of the protected characteristics likely to be impacted.</i></p>				

4. Amendments to the proposals

CHANGE	REASON FOR CHANGE
No amendments have been made to the proposals	

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	X
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>		



6a. Version Control

Version Number	Purpose/Change	Author	Date
1.2	New draft	Jackie Drysdale	14.11.2020
1.2	Statutory notice responses	Jane Keenan	10.02.2021

The above provides historical data about each update made to the Equality Impact Assessment. Please do include the name of the author, date and notes about changes made – so that you are able to refer back to what changes have been made throughout this iterative process. For further information, please see the EIA Guidance document on version control.

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	Jane Keenan
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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
Jackie Drysdale	Commissioning Assistant	Surrey County Council	Author
Jane Keenan	Commissioning Manager	Surrey County Council	Manager
Carol Rusby	Headteacher	The Orchard School	Consulted/Contributor

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