

## PROPOSALS FOR PRESCRIBED ALTERATIONS OTHER THAN FOUNDATION PROPOSALS:

**Notice is given in accordance with The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013, that Surrey County Council intends to make a significant change to Chart Wood School, Taynton Drive, Merstham, Surrey, RH1 3PU by enlarging the premises to increase pupil numbers.**

### In respect of an LEA Proposal: School and local education authority details

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

Chart Wood School, Taynton Drive, Merstham, Redhill, Surrey, RH1 3PU

Community Special School

Surrey County Council, County Hall, Penrhyn Road, Kingston upon Thames, Surrey, 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 to enlarge the premises to increase the pupil numbers at Chart Wood School from September 2017.

This proposal is linked to the proposal to close Starhurst School. Through the two proposals the two existing schools will be amalgamated into one community special school for pupils with Social Emotional and Mental Health (SEMH) needs in the south east quadrant of Surrey. There are no other schools in this area that would be affected by this proposal due to the nature of the specialism.

It is also proposed to transfer all pupils to a new site at Chart Lane South, Dorking, RH5 4DB (the current Starhurst Site) which is anticipated to be from September 2019, once the new building has been completed. Once this process is complete Surrey County Council is proposing to decrease the residential provision from 44 to 24 places.

### 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 3 paragraph 1 (c) (LA proposals) of The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013, by which objections or comments should be sent to the local education authority; and the address of the authority to which objections or comments should be sent.

Until midday on Thursday 6 April 2017, any person may object to or make comments on the proposals by sending the representations to:

Julie Beckett, School Commissioning Team, Surrey County Council, Room 326, County Hall, Kingston Upon Thames, Surrey, KT1 2DN

Or by email: [schoolorg@surreycc.gov.uk](mailto:schoolorg@surreycc.gov.uk)

Or by accessing the consultation online on the 'Supersays' website by searching for the school's consultation

(school name or post code), or by scrolling through the list of open consultations.

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### 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.

Surrey County Council is proposing to amalgamate the schools into a single school, initially based over the two current sites. This is to be achieved by closing Starhurst School and enlarging the premises to increase the pupil numbers at Chart Wood school to accommodate the displaced pupils. The eventual aim is to locate the amalgamated school on one site.

Chart Wood is a specialist school for boys and young men aged 9-16 with Social, Emotional and Mental Health (SEMH) needs. Starhurst School is a specialist school for young men aged 11-16 with SEMH.

### School capacity

5.—(1) Where the alteration is an alteration falling within any of paragraphs 1 to 4, 8, 9 and 12-14 of Schedule 2 (GB proposals)/paragraph 1 of Schedule 2 (LA proposals) to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 (as amended), the proposals must also include —

- (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;

Chart Wood School is a special day and residential school currently with 70 planned places for boys and young men aged 9-16.

Starhurst School is a special day and residential school currently with 50 planned places for boys aged 11-16.

The linked proposal regarding the closure of Starhurst and enlarging the premises to increase of numbers at Chart Wood would provide 105 school places in total, which is a decrease of 15 places.

- (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;

Include the current year group splits

Once located on the same site the amalgamated school will be able to accommodate up to 5 pupils in each year group from Year 5 to Year 6, up to 17 pupils in Year 7, up to 18 pupils in Year 8, and up to 20 pupils in each year group from Year 9 to Year 11. This would be a total of 105 pupils across all year groups.

- (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 linked proposal for the amalgamation would come into effect from 1 September 2017. All children on roll at either school as of 1<sup>st</sup> September will automatically continue to have a place at Chart Wood School. It is anticipated that 13 pupils will be admitted into Year 7 in September 2017.

- (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.

Starhurst school has previously been undersubscribed. Existing Year 6 pupils currently attending Chart Wood will

continue to attend the school and move into Year 7 alongside the newly admitted pupils.

(2) Where the alteration is an alteration falling within any of paragraphs 1, 2, 9, 12 and 13 of Schedule 2 (GB proposals) /paragraph 1, of Schedule 2 (LA proposals) to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 (as amended), a statement of the number of pupils at the school at the time of the publication of the proposals.

As of February 2017 there were 63 pupils on roll at Chart Wood School and 35 pupils on roll at Starhurst School.

### 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.

Current pupils will continue to attend either the Starhurst (Dorking) site or the Chart Wood (Merstham) site. The current Starhurst site is subject to a capital build programme to develop a purpose built special school for 105 places, together with 24 residential spaces. The newly built Chart Wood School is scheduled to be completed in September 2019 and will accommodate all the pupils that are currently attending both the Starhurst and Chart Wood sites. In the interim period pupils currently attending the Starhurst site will be 'decanted' to another site, either Chart Wood (Merstham) or an alternative site in the Redhill or Reigate location, which is over 3 miles from the Starhurst site.

(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 Schedule 2 (GB proposals)/7 or paragraph 12 of Schedule 2 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 (as amended)

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

Once Chart Wood has been relocated to the new site, a total of 24 residential places will be provided. This is a reduction of residential places from 44 to 24.

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

No change to existing arrangements.

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

As of February 2017, there are currently a total of 17 residential pupils at Chart Wood and a total of 7 residential pupils at Starhurst.  
Capacity is currently 24 at Chart Wood.  
Capacity is currently 20 at Starhurst.

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

As above

(2) Where the proposals are for the removal of boarding provisions or an alteration to reduce boarding provision such as is mentioned in paragraph of Schedule 2 (GB proposals)/7 or paragraph 12 of Schedule 2(LA proposals) to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 (as amended)

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

There will be a reduction of 20 boarding places, however this is in line with current occupancy rates.

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

Once Chart Wood has moved to the new site at RH5 4DB (the current Starhurst site)the existing boarding accommodation will no longer be available. At this stage any proposal for the existing Chart Wood site is under discussion and agreement as to the future use has not yet been formally determined.

### Transfer to new site

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

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

All pupils will transfer to a new site at RH5 4DB (the current Starhurst site) which is anticipated to be from September 2019, once the capital scheme has been completed.

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

The distance between Chart Wood School and Starhurst School is approximately 8 miles as the crow flies, or approximately 10½ miles by road.

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

Located in a position in Surrey which is better accessible from other parts of the county. The site size is more in line with the requirements in Building Bulletin 104 and is therefore a more efficient use of the existing space.

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

Fully accessible as it is currently being used as a special school.

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

Currently pupils are transported to both schools using either taxi or minibus. It is proposed that this arrangement will continue in the future.

(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.

Home to school transport costs may be reduced as pupils would be transported to one single site as opposed to two separate schools.

## Objectives

10. The objectives of the proposals.

The aim of the amalgamation is to create one outstanding special school for pupils with SEMH needs based in the south-east quadrant of Surrey but accessible to pupils from across the county. Currently both schools offer provision to pupils with this type of need and are located relatively close to each other.

## Consultation

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

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

The consultation process started on 8 February and concluded on 8 March 2016. An explanatory consultation document was made available to the public via the school's website and was also published on the Surrey County Council website. Parents' and local residents attention was drawn to this report and their views invited.

Three public meetings were held at St Nicholas (now Chart Wood) School on 22 February, and at Starhurst School on 26 February and 1 March 2016. Altogether over 80 parents, staff and local residents attended the three meetings.

Thirteen responses to the consultation were received:

54% agreed with the proposal

38% did not agree with the proposal

8% did not know if they agreed or disagreed with the proposal

All the statutory requirements in relation to the proposals to consult were complied with. The following people were made aware of the proposals: parents of children attending St Nicholas School (now Chart Wood), parents of children attending Starhurst School, Surrey Special schools, local mainstream school, Family Voice, Surrey County Council officers, visiting professionals, Other Local Authorities, local County and Borough Councillors, Church of England Diocese and Roman Catholic Diocese.

The documents relating to the proposal are available on the Surrey Says website.

### 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.

Feasibility studies are currently being undertaken to for the capital project and project costs will be identified once this process is complete.

13. A copy of confirmation from the Secretary of State, local education authority and the Learning and Skills Council for England (as the case may be) that funds will be made available (including costs to cover any necessary site purchase).

There is no site purchase in this instance and Surrey County Council will fund the project, subject to the usual authorisation processes.

### Age range

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

N/A

### Early years provision

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

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

N/A

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

N/A

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

N/A

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

N/A

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

N/A

### Changes to sixth form provision

16. (a) Where the proposals are to alter the upper age limit of the school so that the school provides sixth form education or additional sixth form education, a statement of how the proposals will—

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

N/A

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

N/A

- (c) Evidence —

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

N/A

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

N/A

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

N/A

### Special educational needs

18. Where the proposals are to establish or change provision for special educational needs—

- (a) a description of the proposed types of learning difficulties in respect of which education will be provided and, where provision for special educational needs already exists, the current type of provision;

No changes are proposed to the type of learning needs that the school currently makes arrangements for. Chart Wood School offers specialist provision for boys and young men aged 9-16 with Social, Emotional and Mental Health (SEMH). Starhurst School offers specialist learning provision for young men aged 11-16 with SEMH. Without a high level of targeted intervention, pupils are likely to present with significantly challenging behaviour, and have additional needs such as communication and interaction.

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

N/A

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

105 pupils

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

No change

- (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;

Current pupils will continue to attend either the Starhurst (Dorking) site or the Chart Wood (Merstham) site. The current Starhurst site is subject to a capital build programme to develop a purpose built special school for 105 places, together with 24 residential spaces. The newly built Chart Wood School is scheduled to be completed in September 2019 and will accommodate all the pupils that are currently attending both the Starhurst and Chart Wood sites. In the interim period pupils currently attending the Starhurst site will be 'decanted' to another site, some at Chart Wood (Merstham) or an alternative site in the Redhill or Reigate location, which is over 3 miles from the Starhurst site.

- (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

Upon the retirement of the previous headteacher at Starhurst the existing headteacher at Chart Wood has been acting as an Executive Head across both schools. Starhurst School is one of the smallest specialist schools in Surrey and has been undersubscribed, leading to vacant places and latent unused capacity which has caused significant financial challenges in sustainability, alongside providing resources to develop outstanding provision.

- (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.

Both schools currently provide 120 places of which 95 are on roll. It is proposed that the newly amalgamated and rebuilt Chart Wood will accommodate 105 pupils, which is a reduction in pupil numbers overall. However this will be an increase in the actual number of pupils that are currently accessing the provision and have been during the past 4 years.

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

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

N/A

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

N/A

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

N/A

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

Rationalising the arrangements would combine the good practice from both schools into one larger school, which is more sustainable in the longer term. This would be supported by a capital investment programme to develop outstanding accommodation in which to support the good educational outcomes for this disadvantaged group of pupils.

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

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

(d) improved supply of suitable places.

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The proposal will result in pupils benefiting from appropriate support and facilities, specialist staff and services from a single centre of excellence that provides better value for money and is more sustainable in the long term.

### Sex of pupils

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

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

N/A

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

N/A

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

N/A

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

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

N/A

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

N/A

### Extended services

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

N/A

### Need or demand for additional places

**24.** If the proposals involve adding places—

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

N/A

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

N/A

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

N/A

**25. If the proposals involve removing places—**

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

As a result of the amalgamation the reduction in places addresses significant under capacity in the schools overall and includes the under capacity in the residential provision.

Starhurst occupancy rates (50 places)

2012/13 - 72.67%

2013/14 - 86.67%

2014/15 - 81.33%

2015/16 - 80%

Chart Wood (St Nicholas) occupancy rates (60 places)

2012/13 - 76.11%

2013/14 – 92.78%

2014/15 – 99.44%

2015/16 – 102.22%

The removal of places will therefore address the significant under capacity across the schools and create one organisation that will aim to provide outstanding provision, which will be an enhanced educational offer to parents and young people.

In 2016 the age range of Chart Wood was extended and 10 additional planned places were commissioned at Chart Wood to accommodate Year 5 and 6 pupils. This resulted in an increase to 70 pupils overall from September 2016. This additional provision represents an increased offer to families in the east of the county.

- (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.

(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 2 of the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013.

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Chart Wood has been operating at almost full capacity and was judged to be 'Good' at its last Ofsted inspection in September 2013. Starhurst has been operating with vacancies and was also judged to be 'Good' at its last Ofsted inspection in October 2013.