

**Additional Information for Members – Factors to be Considered by Decision Makers****(Manor Park) Appendix 5**

Using relevant extracts from Department for Education (DfE) Statutory Guidance - 'School Organisation Maintained Schools-Guidance for Proposers and Decision Makers'

The information presented below is intended to assist Members in their decision-making on the proposals to expand **Manor Park School and Nursery** from 210 to 315 school places for implementation from September 2015. Please refer to (Annex B: Guidance for Decision – makers) (Annex 12)

**1 CONSIDERATION OF CONSULTATION AND REPRESENTATION PERIOD**

DfE Guidance	Extracted Paragraph/s	Current Position	Impact of Expansion
<p>The decision-maker will need to be satisfied that the appropriate consultation and/or representation period has been carried out and that the proposer has had regard to the responses received. If the proposer has failed to meet the statutory requirements, a proposal may be deemed invalid and therefore should be rejected.</p> <p>The decision-maker must consider all the views submitted, including all support for, objections to and comments on the proposal.</p>	10	<p>Informal consultation meetings with headteachers of the primary schools in this planning area were held on 31 October 2012, 20 December 2012, 10 May 2013 and 8 October 2013.</p> <p>At a meeting of the Portfolio Holder on 6 January approval was given to commence formal consultation . Consultation commenced on 14 January 2014 and ended on 11 February 2014. Key stakeholders including Ward Members, George Osborne MP, the Diocese and Parish Councils were invited to offer feedback. Information and letters for distribution to all their parents and carers was emailed to all schools in the Knutsford Planning Area. A report detailing the outcome of the formal consultation was presented to the Portfolio Holder on 31 March 2014 whereupon permission was given to issue a statutory notice.</p>	N/A

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		<p>Public Notices were issued in the local press on 16 April and the statutory four-week representation period that followed commenced on 16 April and concluded on 14 May 2014. Information regarding the representation period was notified to all key stakeholders and schools in the Knutsford Planning Area were issued with letters for distribution to all their parents and carers.</p> <p>As required in the guidance issued by Department for Education copies of the statutory notice were displayed on the school gates at Manor Park School and Nursery.</p>	
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**2. EDUCATION STANDARDS AND DIVERSITY OF PROVISION**

<b>Guidance</b>	<b>Paragraph/s</b>	<b>Current Position</b>	<b>Impact of Expansion</b>
Decision-makers should consider the quality and diversity of schools in the relevant area and whether the proposal will meet or affect the aspirations of parents, raise local standards and narrow attainment gaps The decision-maker should also take into account the extent to which the proposal is consistent with the government's policy on academies as set out on the department's website.	11 & 12	<p>The last OFSTED inspection for Manor Park School and Nursery was January 2013 when the school was categorised as Good.</p> <p>Of the 7 primary schools in Knutsford 4 are Community Schools,(including Manor Park School and Nursery) offering a total of 987 school places, 1 is Voluntary Aided offering 210 places, and 2 are Voluntary Controlled offering a total of 245 places.</p>	<p>The local authority has no reason to believe that the proposed expansion of the school would result in an overall change to the Ofsted categories in the future.</p> <p>This proposal would increase the total number of available school places amongst the Community schools by 105 places and increase the opportunity for</p>

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		<p>parental preferences to be met.</p> <p><b>During the pre – publication consultation process concern was expressed regarding the 2013 Key Stage 2 results:-</b></p> <p>From 2012 the method of assessment for Key Stage 2 results changed to assess reading, writing and maths. In 2012 the % of children attaining Level 4 in reading, writing and maths for Manor Park was 85%, in 2013 this reduced to 58%. The results will vary year on year dependent on the cohort of children and 2 major contributing factors to the differing results were :-</p> <p>In 2012 there were 28 children in the cohort against a cohort of 19 in 2013 - This meant that in 2012 each child equated to just under 3.6% of the overall score, whereas in 2013 this increased to 5.2% per child of the overall score.</p> <p>In 2012 - 22% of the cohort were registered as having Special Educational Needs, in 2013 this increased to 24%.of the cohort. In addition to the key stage results a</p>
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			<p>school is also measured on its Value Added Score.</p> <p>The Value Added Score is a measure of progress that individual pupils have made between taking assessment tests when they are generally aged 7 and in Year 2 (KS1) and assessment tests when they are generally aged 11 and in Year 6 (KS2). Each pupil's value added score is based on comparing their KS2 performance with the median - or middle - performance of other pupils with the same or similar results at KS1. The individual scores are averaged for the school to give a score that is represented as a number based on 100. At KS1 to KS2, for schools with 30 or more pupils in the value added measure, measures of 99.1 to 100.9 represent broadly average performance.</p> <p>The overall Value Added Score for Manor Park School and Nursery for 2013 was 99.4.</p> <p>LA monitor and record all schools attainments on a yearly basis. Any concerns are discussed and addressed with the head and governors of the</p>
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**3 DEMAND**

Guidance	Paragraphs	Current Position	Impact of Expansion
<p>In assessing the demand for new school places the decision-maker should consider the evidence presented for any projected increase in pupil population (such as planned housing developments) and any new provision opening in the area (including free schools).</p> <p>The decision-maker should take into account the quality and popularity of the schools in which spare capacity exists and evidence of parents' aspirations for a new school or for places in a school proposed for expansion. The existence of surplus capacity in neighbouring less popular schools should not in itself prevent the addition of new places.</p> <p>Reducing surplus places is not a priority (unless running at very high levels). For parental choice to work effectively there may be some surplus capacity in the system as a whole. Competition from</p>	13 -15	<p>Based on the latest data (October 2012 School Census), pupil forecasts for the Knutsford Local Area Partnership (LAP) indicate a shortfall of 174 places across all 10 primary schools by 2018. This forecast shortfall does not allow for any operational surplus, which is the level of spare capacity intended to accommodate reasonable journey times to school, some degree of parental choice and flexibility to allow for mid-year entrants.</p> <p>For school place planning purposes LAPs are broken down into smaller Planning Areas. These planning areas are based on a number of considerations including schools proximity, pattern of parental preferences, feeder schools to high schools and traditional links between the schools themselves.</p> <p>Manor Park School and Nursery is part</p>	<p>The scheme was identified to address a Basic Need for school places in the Knutsford area.</p> <p>The proposed expansion is intended to contribute additional capacity in an area of the Borough and ensure that the Authority meets its statutory duty to provide sufficient school places in this area.</p> <p>High demand for places requires measures; not only to ensure that there are sufficient places for local children to attend local schools within a reasonable distance, but also to ensure the Local Authority can build in a level of operational surplus, to accommodate reasonable journey times to school, some degree of parental choice, and flexibility to allow for mid-year entrants.</p> <p>This proposal is one of two possible expansions proposed for the Knutsford</p>

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additional schools and places in the system will lead to pressure on existing schools to improve standards.	<p>of the <b>Knutsford Planning Area</b> which consists of 7 primary schools offering a total of 1442 school places. Based on the October 2012 School Census, pupil forecasts for the Knutsford Planning Area indicate that there will be a significant shortfall of places across the 7 schools of 166 places by 2018.</p> <p>Updated forecasts have since been produced (May 2014) based on October 2013 School Census information. These forecasts take into account the reception intakes in September 2013 and anticipated reception intakes for September 2014. These latest forecasts indicate that over all year groups, the anticipated shortfall will commence in September 2015 and not 2014 as previously forecast. However, the pressure on primary school places in this area remains a concern with the latest forecasts indicating demand for an additional 100 pupil places for 2018.</p> <p>There is an increasing demand in the Knutsford area at the normal point of entry to school (i.e. into the reception class) which is impacting on parental preference and the Authority's ability to comply with its statutory duty to provide</p>	<p>area which, if approved, would provide a total of 175 additional pupil places. The additional accommodation planned for Manor Park School and Nursery would be mainly phased in at the normal point of entry to the school, which is the reception class. On this basis, the school would be operating as a 1.5 form of entry primary school (315 places) with 45 pupil places per year group by 2021. This would increase capacity for this planning area to 1547 pupil places which; when phased in at the normal point of entry into the reception class, would still require an additional 61 places by the same period based on current forecasts. Consultation on a separate proposal to provide an additional 70 pupil places at Mobberley CE Primary to meet this shortfall has been undertaken.</p> <p>It is important to note that additional housing in the area may add further pressure on school places. Where additional capacity is required due to increased pupil populations arising out of new housing developments, capital contributions will be sought from developers during the planning application process.</p>
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		<p>sufficient school places for its residents</p> <p>For Reception 2014 the authority received a total of 228 first preferences for the 7 primary schools within Knutsford Planning Area for a combined total of only 206 places. To ensure that parents were offered a school place within a reasonable distance to their home address the authority, in agreement with Manor Park, admitted 48 children against a Published Admission Number of 30.</p> <p>It is expected that this increase in demand will continue in the coming years with the potential admission pool of 250 children for 2015.</p>	
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**4 SCHOOL SIZE**

Guidance	Paragraph/s	Current Position	Impact of Expansion
Decision-makers should not make blanket assumptions that schools should be of a certain size to be good schools, although the viability and cost-effectiveness of a proposal is an important factor for consideration. The decision-maker should also consider the impact on the LA's budget of the need to	16	Manor Park School and Nursery is a 1FE school operating 7 classrooms. In addition the school has a library area and IT suite as well as the usual hall, staff room, etc.	The expansion will provide 11 Mainstream classrooms, plus internal reorganisation to provide improved staff room facilities, accommodation for 2 year old provision and a new library and group room space.

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provide additional funding to a small school to compensate for its size			
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**5 PROPOSED ADMISSION ARRANGMENTS**

<b>Guidance</b>	<b>Paragraph/s</b>	<b>Current Position</b>	<b>Impact of Expansion</b>
In assessing demand the decision-maker should consider all expected admission applications, not only those from the area of the LA in which the school is situated.  Before approving a proposal that is likely to affect admissions to the school the decision-maker should confirm that the admission arrangements of the school are compliant with the School Admissions Code. Although the decision-maker cannot modify proposed admission arrangements, the decision-maker should inform the proposer where arrangements seem unsatisfactory and the admission authority should be given the opportunity to revise them.	17 & 18	Manor Park School and Nursery is a Community school and as such the Local Authority is the Admission Authority,  The authority has determined its admission arrangements for 2014/2015 and 2015/2016 and they are compliant with the School Admission Code.	N/A

**6 NATIONAL CURRICULUM**

<b>Guidance</b>	<b>Paragraph/s</b>	<b>Current Position</b>	<b>Impact of Expansion</b>
All maintained schools must follow the	19	The new National Curriculum for	The authority's Monitoring &

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National Curriculum unless they have secured an exemption for groups of pupils or the school community.		<p>primary schools comes on line in September 2014. The Government states that this will give schools greater freedoms. The DfE are setting out 'what' has to be taught not 'how' it is to be taught. Individual schools are expected to determine the most appropriate curriculum design and the most effective style of teaching to ensure that the needs of the pupils are met. There are on-line resources available from the National College to support schools plan the curriculum changes. The new curriculum makes further demands of teachers' subject knowledge.</p> <p>Manor Park School and Nursery Primary has previously followed the National Curriculum and has not secured an exemption for groups of pupils or for the school community and has not requested an exemption for this September.</p>	Intervention Manager, believes that the expansion of manor Park School and Nursery will not have an adverse impact on the delivery of the new National Curriculum.
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**7 EQUAL OPPORTUNITY ISSUES**

Guidance	Paragraph/s	Current Position	Impact of Expansion
The decision-maker must have regard to the Public Sector Equality Duty (PSED)	20 & 21	The local authority is bound by the Admissions Code and regulations which	The local authority has no reason to believe that any proposed expansion of

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<p>of LAs/governing bodies, which requires them to have 'due regard' to the need to:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> eliminate discrimination;</li> <li><input type="checkbox"/> advance equality of opportunity; and</li> <li><input type="checkbox"/> foster good relations.</li> </ul> <p>The decision-maker should consider whether there are any sex, race or disability discrimination issues that arise from the changes being proposed, for example that where there is a proposed change to single sex provision in an area, there is equal access to single sex provision for the other sex to meet parental demand. Similarly there should be a commitment to provide access to a range of opportunities which reflect the ethnic and cultural mix of the area, while ensuring that such opportunities are open to all.</p>	<p>do not allow for any discrimination in respect of sex, race or disability.</p> <p>Based on the October 2012 School Census data</p> <p>The recorded data for Manor Park School and Nursery is:</p> <ul style="list-style-type: none"> <li>• 93% White</li> <li>• 0.5% Mixed/Dual Background</li> <li>• 5% Asian or Asian British</li> <li>• 1% Black or Black British</li> <li>• 0.5% Other Groups or Not recorded</li> </ul> <p>The average recorded data across the Knutford primary schools is:</p> <ul style="list-style-type: none"> <li>• 91% White</li> <li>• 3% Mixed/Dual Background</li> <li>• 3% Asian or Asian British</li> <li>• 1% Black or Black British</li> <li>• 2% Other Groups or Not recorded</li> </ul> <p><b>SEN –</b></p> <p>The school is a fully inclusive mainstream primary school with 188 (excluding nursery children) children on roll and no school places are specifically reserved for pupils with special educational needs or</p>	<p>the school would result in an overall change to the current demographics.</p> <p>All applications will continue to be considered against the over subscription criteria on an equal basis without reference to sex, race or the status of the parent/carer</p> <p>If the proposal to expand the school is approved, the increased capacity will deliver additional places for all children, including those with special educational needs and thereby the impact of the proposal will have a positive impact on</p>
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		<p>disabilities. Currently the school has 3 statemented children and 38 children at school action plus / school action on roll which is equivalent to an overall of 22% which is above the Cheshire East average of 15% and the national average of 20% (data as at 6 May 2014)</p>	<p>parents and carers seeking places for their children.</p>
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**8 COMMUNITY COHESION**

<b>Guidance</b>	<b>Paragraph/s</b>	<b>Current Position</b>	<b>Impact of Expansion</b>
Schools have a key part to play in providing opportunities for young people from different backgrounds to learn with, from and about each other; by encouraging, through their teaching, an understanding of, and respect for, other cultures, faiths and communities. When considering a proposal, the decision-maker must consider its impact on community cohesion. This will need to be considered on a case-by-case basis, taking account of the community served by the school and the views of different sections within the community.	22	<p>Manor Park School and Nursery has a 52 place Nursery on site and children are offered the statutory 15 hours per week.</p> <p>In addition the school offers a variety of lunch time clubs and a combination of school run and privately operated extra curriculum clubs are offered after school.</p> <p>Although not run by the school staff there is a Children's Centre on site which serves both Knutsford , and the rural areas of High Legh, Little Bollington and Pickmere. The centre works closely with other agencies including Midwives, Health Visitors,</p>	<p>All current arrangements in relation to Nursery provision and extra curriculum clubs will continue should the proposed expansion go ahead.</p> <p>The proposed expansion will provide the school with provision for 2 year olds. Local Authorities have a statutory duty to secure free early education and childcare for 2 year olds that meet the eligibility criteria. More than 60% of the eligible children in Knutsford live in the Manor Park / Longridge area. There is currently insufficient provision for 2 year olds in this area. The development of provision for 2 year olds at Manor Park School will provide continuity in to the free early education entitlement for 3</p>

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		<p>School Nurses, Speech and Language Therapists, CAMHS , Great Places, Jobcentre Plus and others.</p> <p>The centre contains multi-purpose space for group activities and meetings, consulting rooms, offices and a welcoming drop-in area for parents to seek advice and information.</p>	<p>and 4 year olds currently provided by the school.</p> <p>The Children's Centre will remain on site and continue to offer the current facilities and support to families in the community.</p>
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**9 TRAVEL AND ACCESSIBILITY**

<b>Guidance</b>	<b>Paragraph/s</b>	<b>Current Position</b>	<b>Impact of Expansion</b>
<p>Decision-makers should satisfy themselves that accessibility planning has been properly taken into account and the proposed changes should not adversely impact on disadvantaged groups.</p> <p>The decision-maker should bear in mind that a proposal should not unreasonably extend journey times or increase transport costs, or result in too many children being prevented from travelling sustainably due to unsuitable walking or cycling routes.</p> <p>A proposal should also be considered on the basis of how it will support and</p>	23 - 25	<p>Data shows that at January 2012 91.8 % of children living within Manor Park School and Nursery catchment area were on roll at the school.</p> <p>The school admits 3.83 % of pupils from outside of their catchment areas but within the Knutsford LAP, 2.73 % live outside the Knutsford LAP but within Cheshire East and only 1.64% of children outside of Cheshire East which is considered a low percentage.</p>	<p>It is considered that the proposal will have a positive impact on those children/young people in the area as the proposal, if agreed, will ensure that there are sufficient places for local children to attend local schools within a reasonable distance to their home thereby accommodating a reasonable journey time to school.</p> <p><b>During the 4 week representation period concern was expressed regarding increased traffic and parking in the area.</b></p> <p>The school have undertaken a "Safer Routes to School" survey and analysis to indentify the varies methods of how children travel to school. Only 44</p>

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contribute to the LA's duty to promote the use of sustainable travel and transport to school.			parents returned the survey but of those returned 69% of children walked to school, 3 % cycled, 5% came by car and 13% used a combination of walking and car. The school will continue to encourage children to walk or cycle to school either in groups or with parents and older siblings and parents will be reminded to exercise consideration when parking near the school.  These issues may be raised and dealt with at any subsequent planning application.
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**10 CAPITAL**

Guidance	Paragraph/s	Current Position	Impact of Expansion
The decision-maker should be satisfied that any land, premises or capital required to implement the proposal will be available and that all relevant local parties (e.g. trustees or religious authority) have given their agreement. A proposal cannot be approved conditionally upon funding being made available.	26 & 27	A feasibility study has been undertaken and the proposed expansion of Manor Park School and Nursery from 210 to 315 (1.5FE) school places is anticipated at £1,050,000.  The project will be funded from the Government's Targeted Basic Need Programme and confirmation of a successful Targeted Basic Need Grant bid of £ 922k for the expansion of Manor Park School and Nursery was	In addition to the additional classrooms allowing the school to operate at a 1.5FE, the proposed expansion will provide free early education and childcare for 2 year olds in the area for those that meet the eligibility criteria.  The development of provision for 2 year olds at Manor Park School will provide continuity in to the free early education entitlement for 3 and 4 year olds currently provided by the school
Where proposers are relying on the department as the source of capital			

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funding, there can be no assumption that the approval of a proposal will trigger the release of capital funds from the department, unless the department has previously confirmed in writing that such resources will be available; nor can any allocation 'in principle' be increased. In such circumstances the proposal should be rejected, or consideration deferred until it is clear that the capital necessary to implement the proposal will be provided.		received from Education Funding Agency on 1 August 2013. The additional funding of £128k will be met from the authority's 2014/2015 Capital Maintenance Grant (inclusive of a school contribution) This was endorsed by Executive Monitor Board at their meeting on 17 April 2014.  Should the expansion not be approved any funding secured under the Targeted Basic Need programme should be returned to the Education Funding Agency.	
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**11 SCHOOL PREMISES AND PLAYING FIELDS**

Guidance	Paragraph/s	Current Position	Impact of Expansion
Under the School Premises Regulations all schools are required to provide suitable outdoor space in order to enable physical education to be provided to pupils in accordance with the school curriculum; and for pupils to play outside safely.  Guidelines setting out suggested areas for pitches and games courts are in place although the department has been clear that these are non-statutory.	28 & 29	Building Bulletin 103 provides area guidelines for mainstream schools. It recommends that a 1FE primary school has a minimum site area of 9,366sqm and a 1.5FE primary school has a minimum site area of 12,999sqm and a 2FE primary school has a minimum site area of 16,632sqm.  The total site area for Manor Park School and Nursery, excluding the area designated for the Children's Centre, is	The site remains large enough to accommodate the proposed expansion and retain adequate playing field.

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		<p>20,000 sq meters, therefore the site is large enough to allow for the expansion and provision of the additional classrooms.</p> <p>Section 77 of the School Standard and Framework Act 1998 is a statutory requirement which applies in the event that there is a net loss of playing field. e.g if a new build is located onto land which for the purpose of S77 is classed as playing field.</p> <p>The proposed build at Manor Park will result in the loss of playing fields and therefore Section 77 consent will be required from the Department for Education. This will be applied for when the planning application is submitted.</p> <p>The proposal would be subject to planning approval under Part 3 of the Town and Country Planning Act 1990.</p>	
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