

# **Cabinet Member for Children and Family Services, and Rural Affairs**

## **Agenda**

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**Date:** Monday, 31st March, 2014  
**Time:** 1.00 pm  
**Venue:** Committee Suite 1 & 2, Westfields, Middlewich Road, Sandbach CW11 1HZ

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The agenda is divided into 2 parts. Part 1 is taken in the presence of the public and press. Part 2 items will be considered in the absence of the public and press for the reasons indicated on the agenda and at the foot of each report.

### **PART 1 – MATTERS TO BE CONSIDERED WITH THE PUBLIC AND PRESS PRESENT**

1. **Apologies for Absence**

2. **Declarations of Interest**

To provide an opportunity for Members and Officers to declare any disclosable pecuniary and non-pecuniary interests in any item on the agenda.

3. **Public Speaking Time/Open Session**

In accordance with Procedure Rules Nos.11 and 35 a period of 10 minutes is allocated for members of the public to address the meeting on any matter relating to the work of the body in question. Individual members of the public may speak for up to 5 minutes but the Chairman or person presiding will decide how the period of time allocated for public speaking will be apportioned where there are a number of speakers. Members of the public are not required to give notice to use this facility. However, as a matter of courtesy, a period of 24 hours' notice is encouraged.

Members of the public wishing to ask a question at the meeting should provide at least three clear working days' notice in writing and should include the question with that notice. This will enable an informed answer to be given.

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For requests for further information

**Contact:** Cherry Foreman

**Tel:** 01270 686463

**E-Mail:** [cherry.foreman@cheshireeast.gov.uk](mailto:cherry.foreman@cheshireeast.gov.uk) with any apologies

4. **Offley Primary School, Sandbach - Proposed Expansion** (Pages 1 - 38)

To consider the proposed expansion of Offley Primary School and publication of the statutory notice.

5. **Mobberley CE Primary School, Knutsford - Proposed Expansion** (Pages 39 - 76)

To consider the proposed expansion of Mobberley CE Primary School and publication of the statutory notice.

6. **Manor Park School and Nursery, Knutsford - Proposed Expansion** (Pages 77 - 114)

To consider the proposed expansion of Manor Park School and Nursery and publication of the statutory notice.

## CHESHIRE EAST COUNCIL

### REPORT TO: PORTFOLIO HOLDER

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<b>Date of Meeting:</b>	31 March 2014
<b>Report of:</b>	Tony Crane, Director of Children's Services
<b>Subject/Title:</b>	Proposed School Expansion – Offley Primary School, Sandbach
<b>Portfolio Holder:</b>	Councillor Rachel Bailey, Cabinet Member with Responsibility for Children and Family Services and Rural Affairs

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#### 1.0 Report Summary

- 1.0 This Decision Paper reports on the outcome of consultation and requests approval to issue a public notice of the proposed expansion of Offley Primary from 315 to 420 pupil places with a planned implementation date of September 2015
- 1.1 As the Strategic Commissioner of School Places, Cheshire East Council has a statutory duty to commission sufficient school places for children resident in its area in accordance with Section 14 of the Education Act 1996.
- 1.2 The latest pupil forecasts indicate a shortfall in capacity in the Sandbach area of 258 pupil places by 2018, which the Local Authority is seeking to address by expanding existing schools. This forecast includes Haslington. For the 6 primary schools in Sandbach, the forecasts indicate a shortfall of 227 out of the 258 pupil places.
- 1.3 The October 2012 forecasts take into account the potential pupil yield from 2 new housing developments in Sandbach calculated at yielding 66 primary aged pupils by 2018. **Appendix 1** demonstrates the potential impact on current pupil forecasts of all approved outline planning or full planning applications which are estimated at yielding an additional 165 pupil yield (231 total) for this planning area, together with approved and possible school expansions identified to date to address future demand. This data was updated on 10 February to reflect the current status of planning applications and indications are that if all housing developments commence on site, further changes will be necessary to meet future demand.
- 1.4 This proposal has the full support of the headteacher and governing body.
- 1.5 Permission to consult on this proposal was given at the 2 December 2013 Portfolio Holder meeting and consultation was undertaken from 10 December 2013 to 21 January 2014. In making this recommendation full consideration has been given to the responses received during consultation.

## **2.0 Decision Requested**

- 2.1 That the Cabinet Member for Children and Family Services and Rural Affairs authorises the publication of a statutory notice detailing the Local Authority's proposed expansion of **Offley Primary School, Sandbach** from 315 to 420 pupil places for implementation in September 2015.

## **3.0 Reasons for Recommendations**

- 3.1 The rationale for the proposed expansion of Offley Primary School is set out in the consultation document attached as **(Appendix 2)**.
- 3.2 How consultation is carried out is not prescribed in regulations and it is therefore for the Local Authority to determine the manner of the consultation. On this occasion the consultation period spanned 6 weeks from 10 December 2013 to 21 January 2014. In order to facilitate feedback on the proposal, formal consultation documents were produced detailing the background and rationale for the proposed expansions and explaining the statutory consultation process. Information on how feedback could be provided was included, together with a feedback form, which was published online on the Council's website and which was available in hard copy on request. **(Appendix 3)**.
- 3.3 Letters inviting feedback were emailed to all 6 Sandbach primaries and the 2 Haslington primary schools for distribution to parents and carers of children on their roll and to the two Sandbach high schools and primary schools in nearby Warrington and Middlewich. Letters were sent direct to parents of children held on file who are due to start school in September 2014. Emails were sent to all other consultees providing links to the website where full details about the proposal could be obtained. Contact details were provided to facilitate requests for more information or assistance with this process. Consultees include local parents, representatives of nearby schools, ward members, MPs, the Diocese, parish councils and trade unions. In accordance with its statutory duty under Section 176 of the Education Act 2002, the Local Authority has invited feedback on the proposed changes from pupils at the schools. A list of all consultees is attached as **(Appendix 4)**.
- 3.4 Prior to formal statutory consultation, the Local Authority held informal consultation meetings with headteachers or their representatives of the primary schools in this planning area on 30 October 2012, 9 November 2012, 14 January 2013 and 25 September 2013. The purpose of these meetings was to provide information on the pupil place planning process, specific information about basic need requirements for the area, potential housing developments and to provide a forum for discussion about options for change.
- 3.5 The Headteacher and Governors of Offley Primary have been consulted and fully support the proposed expansion to a 2 form of entry primary school to accommodate the growing population and increasing demand for places at this "Good" school (Ofsted, March 2011).

- 3.6 The number of responses received during consultation has been low with only 36 in total, as set out in the table below:

Governor	Parent	Parent/ staff	Pupil	Resident/ unknown	Total
1	15	7	10	3	36

- 3.7 Of the 36 responses, 34 have returned comments supporting the proposal, believing it to be a positive proposal for the area and supporting the re-introduction of a 2 form of entry at Offley Primary School.

Expansion Proposal	Responses				
	Support	Do Not Support	No View	Not Stated	Total Respondents
Offley Primary	34	1	1	0	36

- 3.8 There has been 1 response opposing the proposed expansion, expressing concern that the expansion, if approved, would increase traffic problems at pick up and drop off times on what is already a busy road.
- 3.9 Full details of the responses received during consultation are attached as (**Appendix 5**).

#### **4 Wards Affected**

- 4.1 Offley Primary is located in the Sandbach Town Ward. However, consultation was undertaken with all neighbouring wards:-

Brereton Rural  
 Sandbach Elworth  
 Sandbach Ettiley Heath and Wheelock  
 Sandbach Heath and East  
 Sandbach Town  
 Haslington

#### **Local Ward Members**

Councillor John Wray – Brereton Rural  
 Councillor Gill Merry – Sandbach Elworth  
 Councillor Gail Wait – Sandbach Ettiley Heath & Wheelock  
 Councillor Sam Corcoran – Sandbach Heath & East  
 Councillor Barry Moran – Sandbach Town  
 Councillor David Marren – Haslington  
 Councillor John Hammond – Haslington.

**5 Financial Implications (Authorised by the Chief Operating Officer)**

- 5.1 The proposed expansion of Offley Primary School to increase the school's capacity to 420 pupil places and 2 forms of entry (FE) is being funded from the Government's Targeted Basic Need Programme. A successful bid has already been secured which will be ring fenced against the proposed expansion of Offley Primary School. Should the expansion not be approved the funding will have to be returned to the Funding Agency
- 5.2 A feasibility study has been commissioned to identify more accurately the costs of implementation and this detail will be included within the outline business case, which will be submitted for consideration and approval through the Council's internal financial approval process.
- 5.3 All Capital projects greater than £250,000 are subject to Cheshire East Council's Project Gateway process which seek endorsement by way of review and challenge. This project has already started to proceed through this process.
- 5.4 In accordance with the Cheshire East Council's Constitution - Finance and Contract Procedure Rules, financial approval of this scheme will be sought at Cabinet, as part of the 2013-14 Three Quarter Year Review reporting cycle as a fully funded supplementary capital estimate.
- 5.5 The Dedicated Schools Grant (DSG) income received by Cheshire East will only increase if any additional pupils are new to the LA, i.e. have not been included in the DSG allocation previously.
- 5.6 The DSG delegated to individual schools is based on the funding formula used in Cheshire East, and currently over 80% of that funding formula is pupil led, i.e. based on the number of pupils on roll at the October Census date. This means that the number of pupils on roll in October will inform the funding formula for the following financial year. For schools admitting additional pupils from a September intake, this will therefore be reflected in the schools budget from the following April. Where there are a significant number of additional pupils at a September intake and the school requires additional financial support prior to the new financial year, the school can apply to the Local Authority's Growth Fund.

**6.0 Legal Implications (Authorised by the Borough Solicitor)**

- 6.1 Local authorities have a statutory duty to ensure sufficiency of school places. Since 28 January 2014, the process for change has been revised through legislation and a streamlined statutory process has been introduced. In bringing forward proposals to expand a school, the Local Authority must comply with statutory requirements as set out in The Education and Inspections Act 2006 (EIA 2006) and the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 that came into force on 28 January 2014.

- 6.2. Under previous legislation (now revoked) statutory consultation was required before a proposal could be published for a significant enlargement, which is when capacity will increase by more than 30 pupils and more than 25% of existing capacity. Although there is no longer a prescribed 'pre-publication' consultation period for prescribed alterations, there is a strong expectation on the proposer that they will consult with interested parties in developing their proposal prior to publication as part of their duty under public law to act rationally and take into account all relevant considerations.
- 6.3 The 2014 statutory process for making significant changes to schools has four stages, as set out below:

<b>Stage 1</b>	<b>Publication</b>	Statutory proposal published – 1 day.
<b>Stage 2</b>	<b>Representation (formal consultation)</b>	Must be 4 weeks, as prescribed in regulations.
<b>Stage 3</b>	<b>Decision</b>	The decision-maker (usually the LA) must decide proposals within 2 months of the end of the representation period or decision defaults to Schools Adjudicator (OSA) <sup>8</sup> . Any appeal to the adjudicator must be made within 4 weeks of the decision.
<b>Stage 4</b>	<b>Implementation</b>	No prescribed timescale, but must be as specified in the published statutory notice, subject to any modifications agreed by the decision-maker.

- 6.4 If approved, the next stage in the process for this particular proposal; which has been consulted on as set out in paragraph 3 above, will involve the publication of a notice (Stage 1) and subsequent 4-weeks representation period (Stage 2).
- 6.5 The timescales involved in this process are set out in the following table:

2 December 2013	Portfolio Holder's permission to consult
10 December 2013 to 21 January 2014	Consultation Period
<b>31 March 2014</b>	<b>Portfolio Holder Decision on Publication</b>
16 April to 14 May	Representation Period ( if approved) 4 weeks
June 2014	Cabinet Decision TBC*
September 2015	Implementation

\*If Objections are received at Stage 2, the final decision will be considered by the School Organisation Sub Committee in June 2014.

- 6.6 In deciding whether or not to give permission to publish proposals it is a requirement both under guidance and case law that the decision maker should consider the views expressed during the 'pre-publication' consultation period and take into account the Equality Impact Assessment. **(Appendix 6)** It is therefore imperative that full details of all views received during the consultation period are available at the meeting on 31 March. In taking the decision the Portfolio Holder should also be satisfied that the Equality Impact

Assessment has adequately taken account of any further submissions or views submitted during the consultation period.

- 6.7 If the decision is taken to publish proposals, a representation period will follow which must be of 4 weeks duration and cannot be altered. This allows comments on the proposals to be made by any person, which can be objections as well as expressions of support for the proposals. This period is the final opportunity for people and organisations to express their views about the proposals and ensure that they will be taken into account when the decision is finally being made.
- 6.8 Where proposals require capital resources for their implementation the funding for the proposals should be in place when the proposals are decided. Where proposers require capital funding to implement their proposals, they should secure this before publishing proposals. For this proposal capital resources are in place as set out in paragraph 5 above.
- 6.9 Following publication of the proposals and the subsequent statutory representation period, the final decision on whether the published proposals will be implemented will normally be taken by Cabinet. In making its decision, Cabinet will have to be satisfied that all statutory requirements including statutory consultation and statutory guidance have been complied with. The legislation provides further detailed statutory advice on what factors the decision maker must take into account in reaching a final decision, which information will be contained in the final report to Cabinet.
- 6.10 In the event that the Council receives objections to the statutory proposal, the final decision will be made by the School Organisation Sub Committee.

## **7.0 Risk Management**

- 7.1 Forecasts indicate additional capacity may still be needed above the proposed 105 additional pupil places and taking into account the 105 pupil places already agreed for Wheelock Primary School. As there is an element of risk in forecasting future demand, it is considered appropriate that further analysis is undertaken to take into account the actual impact of new housing in the area together with revised forecasts for this planning area to ensure that any risk to existing provision is assessed regularly and informs school organisation proposals.
- 7.2 These proposed expansions are intended to address increasing demand in the area, including new housing developments as set out in this report and Appendix 1.
- 7.3 Disruption to pupils, staff and the community must be kept to a minimum during the consultation period, and any subsequent building programme, to ensure that standards continue to improve.
- 7.4 The proposed expansion of Offley Primary School is to be funded from Targeted Basic Need Grant. To complete the build by September 2015 the design and developments works through to the planning stage will be



undertaken “at risk”. If the expansion proposal is not subsequently approved and the scheme cannot proceed, the grant will need to be returned to the Education Funding Agency and the abortive costs found from revenue.

- 7.5 Informal consultation with the Sandbach Schools partnership has been undertaken to take into account the views of headteachers before requesting permission to commence the ‘pre-publication’ consultation period
- 7.6 Implementation of the proposal will be subject to the necessary planning permissions. In addition, the proposed expansion will require approval under Section 77 of School Standards and Framework Act as the building solution will encroach onto areas deemed as “playing field” under the DFE definition.

## **8.0 Access to Information**

The background papers relating to this report can be inspected by contacting the report writer:

Name: Barbara Dale  
Designation: School Admissions and Organisation Manager  
Tel No: 01270 686392  
Email: [barbara.dale@cheshireeast.gov.uk](mailto:barbara.dale@cheshireeast.gov.uk)

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			School Expansion Approved	Possible school expansions - Additional capacity (pupil places) created		Impact	
Forecasts without 4% operational surplus	Academic Year	Surplus Places/ Shortfall in places	Wheelock	Offley	Elworth CE	Cumulative additional capacity created each year	Additional Places Needed (if Elworth CE 1.5FE)
	13/14	23	15			15	8
	14/15	82	30			30	52
	15/16	117	45	15	5	65	52
	16/17	152	60	30	10	100	52
	17/18	185	75	45	15	135	50
	*18/19	227	90	60	20	170	57
	*19/20	227	105	75	25	205	22
	*20/21	227	105	90	30	225	2
	*21/22	227	105	105	35	245	-18

Forecast with 4% Operational Surplus	Academic Year	Surplus Places/ Shortfall in places	Wheelock	Offley	Elworth CE	Cumulative additional capacity created each year	Additional places Needed
	13/14	75	15			15	60
	14/15	134	30			30	104
	15/16	169	45	15	5	65	104
	16/17	204	60	30	10	100	104
	17/18	237	75	45	15	135	102
	18/19	279	90	60	20	170	109
	19/20	279	105	75	25	205	74
	20/21	279	105	90	30	225	54
	21/22	279	105	105	35	245	34

Key	
Cumulative additional capacity created each year	Gradual growth at the point of entry to school
Additional places needed*	A negative figure in this column indicates surplus capacity in the schools

Sandbach Planning Area ( 6 Town Schools)	pupil places	96%	4%
Total Net Capacity	1295	1243	52

Forecasts based on October 2012 School Census.

\*Forecasts beyond 2018/19 not yet available therefore have assumed the same level.

Updated - Feb 2014

Forecasts without 4% operational surplus				School Expansion Approved	Possible school expansions - Additional capacity (pupil places)		Impact	
Academic Year	Surplus Places/ Shortfall in places	Cumulative Pupil Yield from New Housing*	Total Surplus/ Shortfall in places	Wheelock	Offley	Elworth CE	Cumulative additional capacity created each year.	Surplus Places/ Shortfall in places
13/14	-23		-23	15			15	-8
14/15	-82	21	-103	30			30	-73
15/16	-117	49	-166	45	15	5	65	-101
16/17	-152	77	-229	60	30	10	100	-129
17/18	-185	99	-284	75	45	15	135	-149
18/19	-227	121	-348	90	60	20	170	-178
19/20	-227	143	-370	105	75	25	205	-165
20/21	-227	150	-377	105	90	30	225	-152
21/22	-227	157	-384	105	105	35	245	-139
22/23	-227	165	-392	105	105	35	245	-147

Forecasts with 4% operational surplus				School Expansion Approved	Possible school expansions - Additional capacity (pupil places)		Impact	
Academic Year	Surplus Places/ Shortfall in places	Cumulative Pupil Yield from New Housing*	Total Surplus/ Shortfall in places	Wheelock	Offley	Elworth CE	Cumulative additional capacity created each year.	Surplus Places/ Shortfall in places
13/14	-75		-75	15			15	-60
14/15	-134	73	-207	30			30	-177
15/16	-169	101	-270	45	15	5	65	-205
16/17	-204	129	-333	60	30	10	100	-233
17/18	-237	151	-388	75	45	15	135	-253
18/19	-279	173	-452	90	60	20	170	-282
19/20	-279	195	-474	105	75	25	205	-269
20/21	-279	202	-481	105	90	30	225	-256
21/22	-279	209	-488	105	105	35	245	-243
22/23	-279	217	-496	105	105	35	245	-251

Key	
Cumulative additional capacity created each year	Gradual growth at the point of entry to school

Sandbach 6 Town Schools	pupil places	96%	4%
Total Net Capacity	1295	1243	52

**\*Notes:**

Negative sum shown in red indicates additional capacity needed

Includes pupil yield from 4 developments - Canal Fields, Fodens, (in the forecasts from 2013 and on site)

Hind Heath (shown in pupil yield and on site) Test Track (shown in pupil yield and on site imminent)

Forecasts derived from October 2012 School Census.

Primary School Yield		Total Pupil Yield	Number of Developers	Based on 40 houses per year (per developer) approx number of years on site ( rounded up or down)	Yearly development due to pupil yield and numbers											
Housing Development	Houses	Primary			2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	Total	Comments
Canal Fields	102	18	1	2.6	6	6	6								18	Pupil Yield from this development is already included in the Oct 2012 Forecasts. Therefore not included again in the Housing Impact
Fodens	265	48	1	6.6	8	8	8	8	8	8					48	Pupil Yield from this development is already included in the Oct 2012 Forecasts. Therefore not included again in the Housing Impact
Hind Heath	269	48	1	6.7		7	7	7	8	8	7				44	Only 67 units in Phase 1
Fodens Test Track	118	21	1	3.0		7	7	5							19	Planning Application Approved
Hassell Road	39	7	1	1.0		7									7	Planning Application Approved,
Moss Lane	41	7	1	1.0			7								7	Planning Application Approved
Hawthorne Drive	50	9	1	1.3			7	2							9	Planning Application Approved
Congleton Road	160	29	1	4.0				7	7	7	8				29	Site at outline planning permission. Assumed site could start 2015 and first pupils 2016
Abbeyfields	280	50	1	7.0				7	7	7	7	7	7	8	50	Site at outline planning permission. Assumed site could start 2015 and first pupils 2016
<b>Totals</b>	<b>1324</b>	<b>237</b>			<b>14</b>	<b>35</b>	<b>42</b>	<b>36</b>	<b>30</b>	<b>30</b>	<b>22</b>	<b>7</b>	<b>7</b>	<b>8</b>	<b>231</b>	<b>Total</b>
<b>Pupil Yields already included in current forecasts</b>					<b>14</b>	<b>14</b>	<b>14</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>66</b>	<b>Already included in the Oct 2012 forecasts</b>
<b>**Totals to be included in Housing Impact</b>					<b>0</b>	<b>21</b>	<b>28</b>	<b>28</b>	<b>22</b>	<b>22</b>	<b>22</b>	<b>7</b>	<b>7</b>	<b>8</b>	<b>165</b>	<b>Sub total</b>
Albion Organic	375	68														Approved outline Planning Application from 2009
Land Bounded by Old Mill Road (Capricorn land Adj J17)	250	45														Registered Application for 250, in the Local Plan at 200
Yeowood Farm	800	144														Application received
Elworth Wire Mills	54	10														Pending Decision
Elworth Hall Farm	90	16														Under Appeal
Hind Heath	100	18														Registered Application
Land South of Old Mill Road	200	36														Registered Application
land Off Abbey Road	190	34														Developer Consultation
<b>Totals</b>	<b>2059</b>	<b>371</b>														<b>These sites are not approved and therefore not included as part of the Housing Impact</b>

Canal Fields, Fodens and Hind Heath all on site. Pupil Yield used to seek contributions was based on 16 pupils per 100 houses. Pupil Yield has since increased to 18 pupils per 100 houses and figures have been amended to reflect this.

Secondary School Yield		Total Pupil Yield	Number of Developers	Based on 40 houses per year (per developer) approx number of years on site ( rounded up or down)	Yearly development due to yield pupils and numbers											
Housing Development	Houses	Secondary			2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	Totals	Comments
Canal Fields	102	13	1	2.6	4	4	5								13	Pupil Yield from this development is already included in the Oct 2012 Forecasts. Therefore not included again in the Housing Impact
Fodens	265	34	1	6.6	5	5	6	6	6	6					34	Pupil Yield from this development is already included in the Oct 2012 Forecasts. Therefore not included again in the Housing Impact
Hind Heath	269	35	1	6.7		5	5	5	5	5	5	5			35	Only 67 units to start with
Fodens Test Track	118	15	1	3.0		5	5	5							15	Planning Application Approved
Hassell Road	39	5	1	1.0		5									5	Planning Application Approved
Moss Lane	41	5	1	1.0			5								5	Planning Application Approved
Hawthorne Drive	50	7	1	1.3			5	2							7	Planning Application Approved
Congleton Road	160	21	1	4.0				5	5	5	6				21	Site only at outline planning permission. Assumed site could start 2015 and first pupils 2016
Abbeyfields	280	36	1	7.0				5	5	5	5	5	5	6	36	Site only at outline planning permission. Assumed site could start 2015 and first pupils 2016
<b>Totals</b>	<b>1324</b>	<b>171</b>			<b>9</b>	<b>24</b>	<b>31</b>	<b>28</b>	<b>21</b>	<b>21</b>	<b>16</b>	<b>10</b>	<b>5</b>	<b>6</b>	<b>171</b>	<b>Total</b>
<b>Pupil Yields already included in current forecasts</b>					<b>9</b>	<b>9</b>	<b>11</b>	<b>6</b>	<b>6</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>47</b>	<b>Already included in the Oct 2012 forecasts</b>
<b>**Totals to include in Forecasts</b>						<b>15</b>	<b>20</b>	<b>22</b>	<b>15</b>	<b>15</b>	<b>16</b>	<b>10</b>	<b>5</b>	<b>6</b>	<b>124</b>	<b>Sub-total</b>
Albion Organic	375	49														Approved outline Planning Application from 2009
Land Bounded by Old Mill Road (Capricorn land Adj J17)	250	33														Registered Application for 250, in the Local Plan at 200
Yeowood Farm	800	144														Application received
Elworth Wire Mills	54	7														Pending decision
Elworth Hall Farm	90	16														Under Appeal
Hind Heath	100	18														Registered Planning Application
Land South of Old Mill Road	200	26														Registered Application
land Off Abbey Road	190	34														Developer Consultation
<b>Totals</b>	<b>2059</b>	<b>327</b>														<b>These sites are not approved and therefore not included as part of the Housing Impact</b>

Pupil Yield used to calculate Secondary pupils remains at 13 pupils per 100 houses.



**PROPOSAL FOR THE ENLARGEMENT  
OF  
OFFLEY PRIMARY SCHOOL,**

**PUBLIC CONSULTATION DOCUMENT**

**Tony Crane  
Director of Children's Services  
Children and Families Services  
Cheshire East Council  
Westfields, Sandbach  
Cheshire  
CW11 1HZ**

**November 2013**

## **OBJECTIVE OF THIS CONSULTATION DOCUMENT**

To undertake formal consultations with parents and carers of pupils at Offley Primary School and other interested parties before a final decision is taken regarding a proposal to expand Offley Primary School.

**The Local Authority's proposal is to expand Offley Primary School, Sandbach from 315 to 420 pupil places for completion in September 2015.**

## **INTRODUCTION**

Offley Primary School is a popular and successful school with a published admission number (PAN) of 45 pupil places and overall accommodation for 315 pupils across the 7 year groups.

The Local Authority is proposing an increase in the school's current capacity of 315 pupils to provide 420 pupil places with a proposed implementation date of September 2015. This increase, if approved, will provide sufficient accommodation for an intake at the normal point of entry to the school (the reception class) of 60 pupils with the school operating in the longer term as a 2 form of entry primary school.

The Headteacher and Governors have been consulted and fully support the proposed expansion of the school to accommodate the growing population and increasing demand for school places.

## **BACKGROUND**

### **Congleton Local Area Partnership (LAP)**

The Congleton Local Area Partnership (LAP) is the largest LAP in Cheshire East covering the areas of Alsager, Congleton, Holmes Chapel, Middlewich and Sandbach. Overall the LAP consists of 32 primary schools and the total primary school capacity across the LAP is 7191

### **Sandbach Planning Area**

Due to the large nature of the LAP's, for school place planning purposes LAP's are broken down into smaller areas called Planning Areas. Offley Primary is situated in the Sandbach Planning Area consisting of 8 primary schools, 6 located in and around Sandbach Town centre and 2 fall within the Crewe Local Area Partnership and serve the Haslington area (Haslington Primary and The Dingle Primary). The combined capacity for the 8 schools is 1915 school places and 1295 school places across the 6 Sandbach town primary schools.



School Name	Status	PAN	Overall Net Capacity
Elworth Church of England Primary School	Voluntary Controlled	40	280
Elworth Hall Primary School	Community	30	210
Haslington Primary School	Community	40	270
Offley Primary School	Community	45	315
Sandbach Community Primary School	Community	15	105
St John's C of E Primary School	Voluntary Aided	25	175
The Dingle Primary School	Community	50	350
Wheelock Primary School	Community	30	210
Area Totals		275	1915

The latest forecasts (October 2012) shown in the table below indicate a 258 shortfall in the number of primary school places in the Sandbach Planning Area by 2018 and for the 6 schools located in Sandbach itself, these forecasts indicate a shortfall of 227 places for the same period.

Sandbach Planning Area ( 8 primary schools)	Capacity	Number on Roll in Oct'12	Academic Years					
			13/14	14/15	15/16	16/17	17/18	18/19
Forecast unused places	1915	1865	4	-65	-116	-166	-210	-258
Forecast % unused places			0%	-3%	-6%	-9%	-11%	-13%

Sandbach Planning Area ( 6 primary Schools)	Capacity	Number on Roll in Oct'12	Academic Years					
			13/14	14/15	15/16	16/17	17/18	18/19
Forecast unused places	1295	1284	-23	-82	-117	-152	-185	-227
Forecast % unused places			-2%	-6%	-9%	-12%	-14%	-18%

In response to previous forecasts a review of provision was undertaken, resulting in a proposal to increase the capacity at Wheelock Primary from 210 to 315 pupil places with implementation from September 2014. This proposal received final approval at the meeting of the School Organisation Sub Committee held on 26 April 2013.

The permanent additional accommodation at Wheelock Primary school will increase the overall combined capacity for this planning area to 2020 pupil places, which includes 1400 pupil places for the 6 town schools. Taking into account the 6 primary schools, this additional accommodation when phased in at the normal point of entry to the school would leave a remaining shortfall of 122 pupil places by 2019, as set out in the table below.

Academic Year	Shortfall in places	Wheelock expansion cumulative impact	Additional places still needed
13/14	23	15	8
14/15	82	30	52
15/16	117	45	72
16/17	152	60	92
17/18	185	75	110
18/19	227	90	137
19/20	227	105	122

In addition to the pupil forecasts, consideration has been given to the possibility of additional pupils in the area in future years due to new housing. For the purpose of this analysis, four developments have been considered which together could yield 124 primary aged pupils on completion. These developments include 3 which have already commenced and one development that has received planning approval and is expected to commence during 2013-2014.

When assessing the potential impact of new housing development, phasing is applied to determine an estimate of the number of additional pupils to the area each year based on an anticipated 40 new dwellings per year per developer. The anticipated impact of the two additional developments (Hind Heath Road and Foden's Test Track) on current forecasts is set out in the table below:

Academic Year	Forecast Shortfall in Places	Cumulative Pupil Yield from New Housing	Additional Places Needed	
			Before Wheelock Expansion	After Wheelock Expansion
13/14	23		23	8
14/15	82	14	96	66
15/16	117	28	145	100
16/17	152	40	192	132
17/18	185	48	233	158
18/19	227	56	283	193
19/20	227	63	290	185

In order to ensure that the Council meets its statutory duty to provide sufficient school places for children resident in its area, it is proposed that a further 140 pupil places should be provided in Sandbach, mainly phased in from September 2015 through admission to the reception class at the normal point of entry to the school.

In addition to the proposed Offley Primary expansion, which would provide a further 105 school places, the authority is also proposing the expansion of Elworth Church of England Primary school from 280 places to 315 thus providing a further 35 places. The proposal for Elworth CE Primary being less than 25% growth does not require statutory consultation.

The overall increase including Wheelock Primary School would be 245 additional pupil places by 2021. Further analysis will be necessary to consider the remaining 45 shortfall in capacity forecast for 2021 taking into account revised annual forecasts, increased school capacity where relevant and the actual impact of potential new housing in the area.

## ADMISSIONS

For admission in September 2012, the Local Authority received 212 (applications for the **6 Sandbach town primary schools**). This exceeded the 185 reception class places available in the area. To accommodate these additional children, 2 of the 6 schools agreed admissions above their Published Admission Numbers to ensure that children were accommodated in schools within a reasonable distance from their home address.

For September 2013 the Local Authority have admitted a total of 192 children in to the reception classes and although this figure is reduced in comparison to the September 2012 intake the local authority was expecting this slight reduction for with demand expected to increase again from 2015 onwards

This steady rise is expected to continue in future years and it is therefore recommended that the local demand for places at this school justifies a permanent expansion to take the school up to 420 places with a PAN of 60 (2FE).

## Birth Rate Data

Sandbach				
Year	Reception Admissions	Live Births (4 years prior to admission round)	Diff	% Diff
2008	253			
2009	254			
2010	261	238	23	9.7%

2011	255	221	34	15.4%
2012	307	247	60	24.3%
2013	269	225	44	19.6%
2014		223		
2015		236		

### Offley Primary Admissions

As previously mentioned in September 2012 the authority admitted additional children into the Reception class to accommodate local demand. Offley Primary was one of the schools that admitted over their PAN, taking in 60 children against the PAN of 45. At the time no extra accommodation was provided to the school and the school accommodated these additional children in existing classrooms.

The number of children in the school's catchment area has consistently exceeded the number of places available for Reception and for 2013 admissions there were 50 children resident in the area.

Reception Year of Intake	Number of Children Resident in the School's Catchment Area
2010	39
2011	36
2012	53
2013	50

As a popular school, the number of first preferences has exceeded the 45 places available.

Reception Year of Intake	Number of First Preferences
2010	48
2011	49
2012	47
2013	52

### SITE AND BUILDINGS

Situated in a residential area on the edge of Sandbach Town the school was originally built as separate Infant and Junior buildings on the same site. The intake for both schools was 60 per year group and when the schools were amalgamated into a primary school in 2007 the initially the intake for the new primary school remained at 60.

Since the amalgamation building work has been completed to provide a covered walk way linking the 2 separate buildings which resulted in a creating a larger staffroom, new main entrance with administration offices and an open play courtyard. However, the building work also resulted in the loss of 2 classrooms and consequently the intake was reduced to 45 per year group from September 2010.

The school currently consists of 12 classrooms, 8 of which are closed and 4 are semi open. The school retains 2 halls, both of which are used for assemblies, PE and drama. The hall in the Infant section of the school is used for dining with hot meals being served for the whole schools. In addition the school has an IT Suite, areas for small group teaching, library/research area and food technology area both of which are located in the covered walkway area.

A private pre-school is also located on site but the site remains sufficient to allow for expansion to accommodate a 2 class extension to provide a total of 420 pupil places whilst retaining adequate playground and playing field provision.

Expansion of the school will be subject to planning permission.

## **FINANCIAL ISSUES**

The proposed expansion of Offley Primary School to increase the school's capacity to 420 pupil places and 2 forms of entry (FE) is being funded under the Government's Targeted Basic Need Programme. A successful bid has secured £922,179 which is ring fenced against the proposed expansion of Offley Primary School. Should the expansion not be approved the funding will have to be returned to the Education Funding Agency.

During formal consultation period a feasibility study will be commissioned to identify more accurately the costs of implementation.

The Capital project will be subject to Cheshire East Councils Capital Programme approval and monitoring process

Further details of the Targeted Basic Need programme are available on the DFE website.

<http://www.education.gov.uk/schools/adminandfinance/schoolscapital/a00222248/targeted-basic-need-programme>

## **TIMESCALES**

It is proposed that the programme for the implementation of any change would be:

10 December 2013 to 21 January 2014	Formal Public Consultations
18 March 2014	Meeting of the Council's Portfolio Holder for Permission to Publish Notices.
3 April 2014 to 30 April 2014	4 Weeks Representation Period
June ( date to be confirmed)	Cabinet Decision ( School Organisation Sub – Committee if objections are received)
September 2015	Implementation

## **HOW DO I COMMENT ON THE PROPOSALS**

You can complete our electronic feedback form which can be accessed on the Council's website at [www.cheshireeast.gov.uk](http://www.cheshireeast.gov.uk). All views expressed during consultation will be presented to the Council's Portfolio Holder before a decision will be made on whether to progress to the next stage.

## **WHAT IS THE NEXT STAGE?**

All responses to this consultation will be collated and presented to the Council's Portfolio Holder at the end of the consultation period requesting permission to proceed to public notices. If permission is given, this will mean that a further representation period will commence for a fixed period of 4 weeks, in line with statutory requirements.

At the end of the representation period, a further report will be prepared and presented to the Council's Cabinet or, if objections are received, to the Council's School Organisation Sub Committee for a final decision on the proposal.

## **PLEASE NOTE:**

Where individual queries are received, we will not answer you directly, but we will compile a detailed response to the consultation that will be published on our website with hard copies available on request.

For further information, contact School Organisation and Capital Strategy Team, Cheshire East Council, Floor 7. C/O Municipal Building, Earle Street, Crewe CW1 2BJ, e-mail: [SOCS@cheshireeast.gov.uk](mailto:SOCS@cheshireeast.gov.uk) Tel: 0300 123 5012.

**Consultation Feedback Form**

Appendix 3

**Proposed Expansion of Offley Primary School, Offley Road, Sandbach**

You are invited to comment on Cheshire East Council's proposal to expand Offley Primary School from a 315 place, 1.5 form of entry primary school to a 420 place, 2 form of entry primary school for completion in September 2015. Before completing this form, please refer to the consultation document, which provides the rationale for this proposal.

**Please note:** Your personal details will be withheld but any feedback provided will be collated to inform decision-making and will become a public record and published on the Council's website at the end of the consultation period.

Please tick the relevant boxes to indicate your views and any comments you may wish to make.

Do you support the proposal to expand Offley Primary School?	Please tick ( )		
	Yes	No	No View

**Comments (if any)**

*(Please continue overleaf, if required.)*

Please tick the following box(s) to indicate any of the following that apply to you:

Respondent Details	Please Tick ( )	Please name the school
Parent/Carer of pupil(s) attending school		
Governor of a school		
Member of staff at a school		
Pupil at school		
Other (please specify)		

<b>Name:</b>	<b>Date:</b>
<b>Address:</b>	<b>Signed:</b>

**Please return this form to:**

Cheshire East Council, School Organisation and Capital Strategy, Floor 7. C/O Municipal Building, Earle Street, Crewe CW1 2BJ by the closing date of 21 January 2014.

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Consultee	Organisation / School
Council's Web Pages	
Parents/ Carers of Pupils	Offley Primary
Governing Body – school which is the subject of proposal	Offley Primary
Headteacher & Staff - school which is the subject of proposal	Offley Primary
Governing bodies, Head teachers , staff and parents at Neighbouring Primary Schools	Sandbach Community Primary
	St John's CE Primary, Sandbach Heath
	Wheelock Primary
	Elworth CE Primary
	Elworth Hall
	Smallwood Primary
	Brereton CE Primary
	Warmingham
	The Dingle Primary
	Haslington Primary
	Middlewich Primary
	Cledford Primary
Governing Bodies, Headteacher and staff at Local High Schools	Sandbach School
	Sandbach High School & Sixth Form College
Diocesan Authorities	Catholic Diocese of Shrewsbury
	Anglican Diocese of Chester
MP(s) of the constituencies affected	Fiona Bruce ( Congleton)
Councillors - Ward Members	John Wray ( Brereton Rural)
	John Hammond ( Haslington)
	David Marren ( Haslington)
	Gill Merry ( Sandbach Elworth)
	Gail Wait ( Sandbach Ettiley Heath & Wheelock)
	Sam Corcoran (Sandbach Heath & East)
	Barry Moran ( Sandbach Town)
Local District / Parish where the subject school is located	Brereton Parish Council
	Sandbach Town Council
	Warmingham Parish Council
	Hassall Parish Council
	Haslington Parish Council
UNIONS	NAHT
	GMB

	UNISON
	NUT

CONNECTION	AGREE WITH PROPOSAL TO EXPAND	COMMENTS
Headteacher - Local School	Yes	Thank you for including me in your email. As a school with what looks like a falling roll, I feel any expansion will eventually knock on to us, but clearly places are needed in local schools. I agree with the expansion. Places need to be where the kids are.
Parent/Carer	Yes	Sensible option as Offley has infrastructure already in place. Removal of Mixed Age Classes – my son has suffered slightly due to being in mixed age classes, I feel children are more driven if they are challenged by older peers within year group.
Local Resident	No view	<p>I have been contacted by the council to give feedback on the proposed expansion of Offley primary school.</p> <p>I am pleased that the council is finally planning to act on the shortage of primary school places. However, the document seems only to justify expansion of the school rather than giving any useful detail about the implications for pupils.</p> <p>Having lived in Sandbach for a number of years, I know that the town's parents have known that expansion of at least one school was required, it seems strange to be consulted on a document about the necessity of expansion. Where are the details that affect parents and students - how will the expansion affect group sizes for example, you say only 2 new classes are required, yet 105 students will be joining. If students are to be split into just 14 classes this would mean an increase from 25 per class to 30.</p> <p>Please would you direct me to information about the proposed expansion's impact on pupils, rather than the document I found which only indicates the reasons for expansion.</p>

Local Resident	Yes	In principle I support the expansion of Offley Primary School. However, it would be on the condition that there would be no negative effects or cuts in funding to other schools in the area. I am the father of two children attending and flourishing at St John's CE Primary School in the area and would be very concerned if that were to be the case.
Parent/Carer	Yes	Dual entry from infants through to juniors is best practice, rather than split year classes. Offley once was dual entry so would require minimum funding to restore its capacity, therefore in terms of council budget is the best most economical option for the local community.
Parent/Carer	Yes	I fully support Offley becoming a two form intake. It is a more cost effective solution as Offley School already has the majority of facilities to accommodate two forms. It will be a great improvement for children who will benefit from consistency in class structures.
Parent/Carer	Yes	Fully support this move which will remove the need for mixed age group classes with annual change of classmates.
Parent/Carer	Yes	1.5 form of entry sounds a little like statistical nonsense & practically complex to apply. Therefore <u>any</u> change to <u>1</u> or <u>2</u> is clearly & very importantly in the interests of the children & consequently the future of this country. Simplicity is key.
Local Resident	Yes	Please accept this email as response to the consultation. I support the extension.  Currently I believe the school only has cycle parking in the form of 'hoops' mounted to the ground. These can bend the wheel easily and I suggest to replace these with 'Sheffield'-type racks, plus cover for pupils and staff. Wheelock Primary School has an example of good cycle parking. I am not a parent but a resident in Sandbach and local representative for CTC – the national cycling charity.
Parent/Carer	Yes	I find 2 form entry highly preferable to 1 ½ form, which results in mixed-year classes at junior level.
Parent/Carer	Yes	N/A
Parent/Carer	Yes	N/A
Parent/Carer	Yes	N/A

School Staff	Yes	N/A
School Staff	Yes	N/A
Parent/Carer	Yes	N/A
Parent/Carer	Yes	N/A
Parent/Carer	Yes	I fully support the proposal. Two form entry avoids the disruption and upset of splitting classes and forcing apart friendships. Continuity and stability promotes learning – the disruption caused by mixing/changing classes is an unnecessary distraction to the child's learning. The comfort of knowing your child will stay with the same classmates throughout their primary school life cannot be understated. Also funding for the school was cut when the numbers were altered – the calculations/predictions for places were proven to be incorrect, so it is only right that the school numbers be reinstated to their previous figure, ensuring the budget returns to what it should be.
Parent/Carer	Yes	Would be very pleased if Offley could return to a two form entry school, to continue class continuity throughout the school.
School Staff	Yes	Extend the school to benefit the local community and safeguard teaching & support staff employment. Larger school, more opportunities for pupils.
Parent/Carer	No	Given the location of the school and the already busy road for collection and drop off at school, I do not think that an increased number of children attending the school will help in a morning or afternoon. Although I walk my son to school, I notice it is impossible to drive past the school during these times.
Parent/Carer	Yes	Excellent idea. 2 form entry, wonderful. Instead of mixed year groups in classes (3/4, 5/6) we can have single year groups.
School Staff	Yes	This would benefit the school from having no split classes/year groups.
School Staff	Yes	This will benefit both the school and the local community.
School Staff	Yes	School would benefit from having no split year groups. Children would feel happier being with their own year group.
Pupil at School	Yes	It will be easier for Year 6's when revising for SATS as they will not have to revise with Year 5's and will be able to do different topics.

Pupil at School	Yes	Year 5s from 5/6 won't be doing the same work again. They'll be in their proper year group and won't be separated because of age/birth date.
Pupil at School	Yes	It will be good because with Y5/6, the sixes are learning Yr 5 work and fives have to practice SAT questions and EXT. So it's good with them split the same as Y3/4.
Pupil at School	Yes	If the year above has done a topic then the year below can't do it. Children don't have to leave their class to go to the other half of their year. Year 5's won't have to do the end of Year 6 play.
Pupil at School	Yes	Friendship groups don't get destroyed, so you can be with your own age group and do things suitable for your own age group.
Pupil at School	Yes	Because you sometimes get split up from your friends, it's better to learn with your own friends and age group.
Pupil at School	Yes	It will improve Year 6 learning because the Year 5's do unnecessary work; revising for SATS. When I was in Year 5/6 I had to revise as well when the other class (Yr 5) didn't.
Pupil at School	Yes	It would be easier if Year 5 & Year 6's were in their own year group as when revising for SATS some Yr 5's have to as well even though they don't need to. During play rehearsals Yr 6's get pulled out which disturb Yr 5's working.
Pupil at School	Yes	Mixed classes disturb people because they are getting pulled out of class for like performances.
Pupil at School	Yes	Because the older year may have already learnt what they are being taught with the younger pupils. Also, when the older groups are taken out it disturbs the younger year groups while they are learning.
Governor at School	Yes	<p>The Governing Body (the 'GB') of Offley Primary School ('the School') fully supports the proposal by the Local Authority to expand the School from 315 (1.5 FE) to 420 (2 FE) pupil places for completion in September 2015.</p> <p>The GB has fully considered the public consultation document dated November 2013 in relation to the proposal for the enlargement of the school and endorses the proposition contained therein for the following reasons:</p> <p>Improved standards for a school which sits on the cusp of becoming 'outstanding'</p> <p>The School currently offers high standards of teaching and learning to all its pupils. The additional</p>

		<p>funding that an increase in pupil numbers will provide will enable an increase in the number of teaching staff and the return of the School to single year classes.</p> <p>Positive impact on parental preference</p> <p>Reception class places at Offley are consistently oversubscribed as a result of the popularity of the School and an increase in the published admission number ('PAN') will reduce the number of disappointed applicants.</p> <p>The approved proposal for more than 160 houses to be built on Congleton Road could yield additional pupils living in the immediate vicinity of the School in future years. This would exacerbate the recurring deficit in capacity at Offley should the PAN not be increased.</p> <p>Secured funding</p> <p>Funds amounting to £922,179, ring fenced for the Offley expansion, have been granted to the Local Authority under the Government's Targeted Basic Needs Programme.</p> <p>This level of investment will finance an appropriate two class extension, in keeping with the current school infrastructure, whilst retaining adequate playground and playing field provision for the pupils.</p> <p>No anticipated disruption to the neighbourhood</p> <p>Prior to September 2010 the School was a 2 FE primary school and there has been minimal effect on neighbouring properties noted since it was reduced to 1.5 FE at that date.</p> <p>Should the Congleton Road housing development come to fruition, this will mitigate any traffic/parking impact on the occupiers of houses on Offley Road as the additional pupils will walk to school.</p> <p>In conclusion, the GB of Offley Primary School believes that it is in the interest of the Sandbach Planning Area to expand the School to 420 pupil places from September 2015.</p>
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Equality impact assessment is a legal requirement for all strategies, plans, functions, policies, procedures and services under the Equalities Act 2010. We are also legally required to publish assessments.

### Section 1: Description

Department	Children and Families Services		Lead officer responsible for assessment		Tony Crane	
Service	School Organisation		Other members of team undertaking assessment		Barbara Dale	
Date	January 2014		Version		2	
Type of document (mark as appropriate)	Strategy	Plan ✓	Function	Policy ✓	Procedure	Service
Is this a new/existing/revision of an existing document (mark as appropriate)	New ✓		Existing		Revision	
<p>Title and subject of the impact assessment (include a brief description of the aims, outcomes, operational issues as appropriate and how it fits in with the wider aims of the organisation)</p> <p>Please attach a copy of the strategy/plan/function/policy/procedure/service</p>	<p><b>Permission to issue Public Notice on the proposed expansion of Offley Primary School, Sandbach from 315 places (1.5FE) to 420 school places (2FE) for implementation for September 2015.</b></p> <p>There are any other associated policies and procedures as set out below:-</p> <ul style="list-style-type: none"> <li>Targeted Basic Need Programme - The programme was launched in March 2013 to provide additional funding for school places in areas where they are most needed. Local authorities were invited to bid for funding for new schools, or to expand existing outstanding and good schools.</li> <li>Statutory consultation will be undertaken on these proposals as the changes, if approved, will fall within the category of a significant enlargement as the additional accommodation proposed for Offley Primary would increase the capacity by more than 30 pupils and by more than 25%.</li> <li>The Local Authority must comply with statutory requirements as set out in The Education and Inspections Act 2006 (EIA 2006) and the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 that came into force on 28 January 2014.</li> </ul> <p>The aims, objectives and outcomes of this proposed change are as follows:-</p>					

	<p>The Local Authority is proposing the expansion of Offley Primary School which has a current capacity of 315 pupil places. The proposed increase to 420 places will deliver sufficient capacity for the school to become a two form of entry (60 places per year group) primary school with a proposed completion date of September 2015.</p> <p>The outcomes of consultation are summarised in a report to the Portfolio Holder for a decision to progress to the next stage of the process and issue public notices. In deciding whether or not to give permission to publish proposals it is a requirement both under DfE guidance and case law that the decision maker should consider the views expressed during consultation and take into account the Equality Impact Assessment. It is therefore imperative that full details of all views submitted are made available at the decision meeting.</p>
<b>Who are the main stakeholders?</b> (eg general public, employees, Councillors, partners, specific audiences)	<ul style="list-style-type: none"> <li>• Children and their parents and carers</li> <li>• Headteachers in schools in Sandbach</li> </ul>

## Section 2: Initial screening

<b>Who is affected?</b> (This may or may not include the stakeholders listed above)	Children and Young People Parents / Carers Schools
<b>Who is intended to benefit and how?</b>	Young Children and their parents and carers in the Sandbach area.
<b>Could there be a different impact or outcome for some groups?</b>	This proposal will have a positive impact for members of the local community.

# EQUALITY IMPACT ASSESSMENT FORM

## Appendix 6

Does it include making decisions based on individual characteristics, needs or circumstances?			Any decision on the proposal will not be based on any individual characteristics, needs or circumstances								
Are relations between different groups or communities likely to be affected? (eg will it favour one particular group or deny opportunities for others?)											
Is there any specific targeted action to promote equality? Is there a history of unequal outcomes (do you have enough evidence to prove otherwise)?			Consultation commenced on 10 December 2013 and ended on 21 January 2014. Stakeholders were invited to offer feedback on the proposal and a summary will be presented to the Portfolio Holder meeting.								
Is there an actual or potential negative impact on these specific characteristics? (Please tick)											
Age	Y	N √	Marriage & civil partnership	Y	N √	Religion & belief	Y	N √	Carers		N
Disability	Y	N √	Pregnancy & maternity	Y	N √	Sex	Y	N √	Socio-economic status		N
Gender reassignment	Y	N √	Race	Y	N √	Sexual orientation	Y	N √			
What evidence do you have to support your findings? (quantitative and qualitative) Please provide additional information that you wish to include as appendices to this document, i.e., graphs, tables, charts									Consultation/involvement carried out		
									Yes		No
Age			This will positively impact on the number of school places for young people of						√		

	primary school age in the Sandbach area and thereby increasing opportunities for parental choice, in line with DfE guidance.		
<b>Disability</b>	The proposal will have a marginally positive impact on young people and parents with a disability because the provision of additional places will overall provide sufficient places closer to person's place of residence. The proposal will also offer greater parental choice for those families with wider caring responsibilities for household members with a disability.	✓	
<b>Gender reassignment</b>	Admission Authorities are bound by the Admissions Code and Regulations and this does not allow for any discrimination in this respect.  However, given the very young age of the pupils it is unlikely that any issues will arise in relation to these protected characteristics.	✓	
<b>Marriage &amp; civil partnership</b>	Admission Authorities are bound by the Admissions Code and Regulations and this does not allow for any discrimination in this respect.  Admissions to the school are made following the published admission arrangements and over subscription criteria. All applications are considered against the over subscription criteria on a equal basis without reference to the marital status of the parent/carer.	✓	
<b>Pregnancy &amp; maternity</b>	Admission Authorities are bound by the Admissions Code and Regulations and this does not allow for any discrimination in this respect.  Admissions to the school are made following the published admission arrangements and over subscription criteria. All applications are considered against the over subscription criteria on a equal basis without reference to the status of the parent/carer.	✓	

<b>Race</b>	<p>Admission Authorities are bound by the Admissions Code and Regulations and this does not allow for any discrimination in this respect. Based on the October 2012 School Census data</p> <p>The recorded data for Offley Primary School is:</p> <ul style="list-style-type: none"> <li>• 93% White</li> <li>• 5% Mixed/Dual Background</li> <li>• 1% Asian or Asian British</li> <li>• 0% Black or Black British</li> <li>• 1% Other Groups or Not recorded</li> </ul> <p>The average recorded data across the Sandbach primary schools is:</p> <ul style="list-style-type: none"> <li>• 94% White</li> <li>• 2 % Mixed/Dual Background</li> <li>• 1% Asian or Asian British</li> <li>• 0% Black or Black British</li> <li>• 3% Other Groups or Not recorded</li> </ul> <p>The local authority has no reason to believe that any proposed expansion of schools would result in an overall change to the current demographics.</p>	v	
<b>Religion &amp; belief</b>	<p>Admission Authorities are bound by the Admissions Code and Regulations and this does not allow for any discrimination in this respect. The school proposed for expansion is a Community school and admission applications are considered against the Local Authority's published admission arrangements and over subscription criteria. Religion and belief do not form part of the admission arrangements or over subscription criterion and all applications will be considered on an equal basis irrespective of religious belief.</p>	v	
<b>Sex</b>	The gender balance between girls and boys currently attending Offley Primary	v	

# EQUALITY IMPACT ASSESSMENT FORM

## Appendix 6

	School is 50% male and 50% female. This represents a similar school population demographic across Sandbach schools with 49% male and 51% female.		
<b>Sexual orientation</b>	Admission Authorities are bound by the Admissions Code and Regulations and this does not allow for any discrimination in this respect. However, given the very young age of the pupils it is unlikely that any issues will arise in relation to these protected characteristics.	✓	
<b>Carers</b>	The proposal will have a marginally positive impact on persons with dependents and will offer greater parental choice for those families with wider caring responsibilities.	✓	
<b>Socio-economic status</b>	It is considered that the proposal will have a positive impact on those children/young people included in this group as the proposal, if agreed, will provide more places locally for local families.	✓	
<b>Proceed to full impact assessment? (Please tick)</b>	<b>Yes</b>	<b>No</b> ✓	<b>Date</b>

If yes, please proceed to Section 3. If no, please publish the initial screening as part of the suite of documents relating to this issue

### Section 3: Identifying impacts and evidence

This section identifies if there are impacts on equality, diversity and cohesion, what evidence there is to support the conclusion and what further action is needed

Protected characteristics	Is the policy (function etc....) likely to have an adverse impact on any of the groups?  Please include evidence (qualitative & quantitative) and consultations	Are there any positive impacts of the policy (function etc....) on any of the groups?  Please include evidence (qualitative & quantitative) and consultations	Please rate the impact taking into account any measures already in place to reduce the impacts identified <b>High:</b> Significant potential impact; history of complaints; no mitigating measures in place; need for consultation <b>Medium:</b> Some potential impact; some mitigating measures in place, lack of	Further action (only an outline needs to be included here. A full action plan can be included at Section 4)
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# EQUALITY IMPACT ASSESSMENT FORM

## Appendix 6

			evidence to show effectiveness of measures <b>Low:</b> Little/no identified impacts; heavily legislation-led; limited public facing aspect	
Age				
Disability				
Gender reassignment				
Marriage & civil partnership				
Pregnancy and maternity				
Race				
Religion & belief				
Sex				
Sexual orientation				
Carers				
Socio-economics				
Is this project due to be carried out wholly or partly by contractors? If yes, please indicate how you have ensured that the partner organisation complies with equality legislation (e.g. tendering, awards process, contract, monitoring and performance measures)				

**Section 4: Review and conclusion**

<b>Summary: provide a brief overview including impact, changes, improvement, any gaps in evidence and additional data that is needed</b>			
<b>Specific actions to be taken to reduce, justify or remove any adverse impacts</b>	<b>How will this be monitored?</b>	<b>Officer responsible</b>	<b>Target date</b>
<b>Please provide details and link to full action plan for actions</b>			
<b>When will this assessment be reviewed?</b>			
<b>Are there any additional assessments that need to be undertaken in relation to this assessment?</b>	Further analysis to assess impact will be conducted over the coming weeks and if appropriate an updated EIA will be presented to the decision maker at the end of the 4 week Representation period.		
<b>Lead officer signoff</b>		<b>Date</b>	
<b>Head of service signoff</b>		<b>Date</b>	

Please publish this completed EIA form on your website



## CHESHIRE EAST COUNCIL

### REPORT TO PORTFOLIO HOLDER

**Date of Meeting:** 31 March 2014  
**Report of:** Tony Crane, Director of Children's Services  
**Subject/Title:** Proposed Expansion of Mobberley CE Primary, Knutsford  
**Portfolio Holder:** Councillor Rachel Bailey

#### 1.0 Report Summary

- 1.1 This Decision Paper reports on the outcome of consultation and requests approval to issue a public notice of the proposed expansion of Mobberley CE primary, Knutsford from 140 to 210 pupil places with a planned implementation date of January 2015. The proposal for Mobberley CE had been planned for implementation in September 2014. However, it is considered that this is no longer achievable due to delays in purchasing the additional land needed to facilitate expansion.
- 1.2 As the Strategic Commissioner of School Places, Cheshire East Council has a statutory duty to commission sufficient school places for children resident in its area in accordance with Section 14 of the Education Act 1996.
- 1.3 The latest pupil forecasts indicate a shortfall in capacity in the Knutsford area which the Local Authority is seeking to address by expanding existing schools. Based on the October 2012 School Census, pupil forecasts for the Knutsford Planning Area indicate that there will be a shortfall of 166 places across the 7 schools by 2018.

Knutsford Planning Area	Number on Roll Oct'12	October 2012 School Census Forecasts					
		13/14	14/15	15/16	16/17	17/18	18/19
	1373	1422	1454	1498	1531	1572	1608
Unused places		20	-12	-56	-89	-130	-166
% Unused Places		1%	-1%	-4%	-6%	-9%	-11%

- 1.4 These forecasts do not allow for any 'operational surplus', which is a 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.
- 1.5 The Headteacher and Governors of Mobberley CE Primary School have been consulted and fully support the proposed expansion to support the growing population at this "Outstanding" school (Ofsted, June 2012).

- 1.6 Permission to consult on this proposal was requested and granted at the 27 January Portfolio Holder meeting and consultation was undertaken between 4 February and 11 March. In making this recommendation full consideration has been given to the responses from key stakeholders during consultation.

## 2.0 Decision Requested

- 2.1 That the Cabinet Member for Children and Family Services and Rural Affairs authorises the publication of a statutory notice detailing the Local Authority's proposed expansion of **Mobberley CE Primary School, Knutsford** from 140 to 210 pupil places for implementation in January 2015.

## 3.0 Reasons for Recommendations

- 3.1 The rationale for the proposed expansion of Mobberley CE Primary School is set out within the consultation document attached as **Appendix 1**.
- 3.2 The proposed expansion of 70 pupil places at Mobberley CE Primary School for January 2015 is one of two possible solutions for the Knutsford area to address the shortfall of 166 pupil places. Consultation is currently being undertaken on a proposal for Manor Park School and Nursery to increase the school's capacity from 210 to 315 for September 2015.
- 3.3 The additional accommodation planned for Mobberley CE would increase the overall combined capacity for this planning area to 1512 pupil places which, when phased in at the normal point of entry to the school, would leave a shortfall of 96 places by 2021. The potential increase to Manor Park School and Nursery, as aforementioned, would address the remaining shortfall by 2020 by providing an additional 105 places phased in at the normal point of entry.

Academic Year	Unused Places/ <b>Shortfall in Places</b>	Expansion of Mobberley CE - cumulative impact	Additional places still required	Expansion of Manor Park - cumulative impact	Unused Places/ <b>Shortfall in Places</b>
13/14	20				
14/15	12	10	2		
15/16	56	20	36	15	21
16/17	89	30	59	30	29
17/18	130	40	90	45	45
18/19	166	50	116	60	56
19/20	166	60	106	75	31
20/21	166	70	96	90	6
21/22	166	70	96	105	9

Current forecasts project to 2018/19 - the forecast of -166 has been assumed for subsequent years.

- 3.4 Prior to formal statutory consultation, the Local Authority held informal consultation meetings with the headteachers, or their representatives, of the primary schools in this planning area on 31 October 2012, 20 December 2012,

10 May 2013 and 8 October 2013. The purpose of these meetings was to provide information on the pupil place planning process, specific information about basic need requirements for the area, potential housing developments and to provide a forum for discussion.

- 3.5 How statutory consultation is carried out is not prescribed in regulations and it is therefore for the Local Authority to determine the manner of the consultation. On this occasion the consultation period spanned 5 weeks from 4 February 2014 to 11 March 2014. In order to facilitate feedback on the proposal, formal consultation documents were produced detailing the background and rationale for the proposed expansion and explaining the statutory consultation process. Information on how feedback could be provided was included, together with a feedback form, which was published online on the Council's website and which was available in hard copy on request.  
**(Appendix 2)**
- 3.6 Letters were emailed to all neighbouring primary schools for distribution to parents and carers of children on roll at the schools and to the local secondary schools. Letters were sent direct to parents of children held on file due to start school in September 2014. Emails were sent to all other consultees providing links to the website where full details could be obtained. Contact details were provided to facilitate requests for more information or assistance with this process. Consultees include local parents, representatives of nearby schools, ward members, MPs, the Diocese, parish councils, neighbouring local authorities and trade unions. In accordance with its statutory duty under Section 176 of the Education Act 2002, the Local Authority has invited feedback on the proposed changes from pupils at the schools. A list of all consultees is attached as **Appendix 3**.
- 3.7 During the formal consultation period 37 responses were received in total, as set out in the table below:

Expansion Proposal	Responses				
	Support	Do Not Support	No View	Not Stated	Total Respondents
Mobberley CE Primary	33	4	0	0	37

- 3.8 The 37 respondents were made up of key stakeholders as follows:

Governors	Parent/Carer	Staff	Pupils	Residents/other	Total
1	10	8	2	16	37

- 3.9 Of those, 33 have returned comments supporting the proposal believing it to be the right decision, long awaited and good for the children, their learning environment and the development of the community as a whole.

- 3.10 There have been 4 responses opposing the proposed expansion, expressing concern that this proposal could impact on pupil numbers in neighbouring schools and schools in neighbouring local authorities. Concerns regarding the road network being inadequate and unable to cope with an increased volume of traffic, and issues surrounding road safety and parking.
- 3.11 Full details of the responses received during consultation are attached as **Appendix 4.**

#### **4.0 Wards Affected**

Mobberley CE Primary is situated in Mobberley Ward. However, consultation has been undertaken with neighbouring wards.

High Legh  
Knutsford  
Chelford  
Wilmslow West & Chorley

#### **5.0 Local Ward Members**

Jamie Macrae - Mobberley  
Steve Wilkinson – High Legh  
Stewart Gardiner – Knutsford  
Olivia Hunter – Knutsford  
Peter Raynes - Knutsford  
George Walton – Chelford  
Gary Barton – Wilmslow West and Chorley  
Wesley Fitzgerald – Wilmslow West and Chorley

#### **6.0 Financial Implications (Authorised by the Chief Operating Officer)**

- 6.1 The total approved Capital budget for the Mobberley CE Primary School Scheme was originally allocated to the project from the 2012-13 Children and Families Capital Programme. The purchase of Mode Cottage, completed 14 March 2014, is being met from the existing approved budget. Further budget required to complete the capital scheme over and above this budget will be funded by Basic Need Grant funding, approval for which will be sought through the Council's Financial Approval Process in due course.
- 6.2 All Capital projects greater than £250,000 are subject to Cheshire East Council's Project Gateway process, which seeks endorsement by way of review and challenge. This project has already started to proceed through this process.
- 6.3 The Dedicated Schools Grant (DSG) income received by Cheshire East will only increase if any additional pupils are new to the LA, i.e. have not been included in the DSG allocation previously.

- 6.4 The DSG delegated to individual schools is based on the funding formula used in Cheshire East, and currently over 80% of that funding formula is pupil led, i.e. based on the number of pupils on roll at the October Census date. This means that the number of pupils on roll in October will inform the funding formula for the following financial year. For schools admitting additional pupils from a September intake, this will therefore be reflected in the schools budget from the following April. Where there are a significant number of additional pupils at a September intake and the school requires additional financial support prior to the new financial year, the school can apply to the Local Authority's Growth Fund.

## **7.0 Legal Implications (Authorised by the Borough Solicitor)**

- 7.1 Local authorities have a statutory duty to ensure sufficiency of school places. Since 28 January 2014, the process for change has been revised through legislation and a streamlined statutory process has been introduced. In bringing forward proposals to expand a school, the Local Authority must comply with statutory requirements as set out in The Education and Inspections Act 2006 (EIA 2006) and the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 that came into force on 28 January 2014.
- 7.2. Under previous legislation (now revoked) statutory consultation was required before a proposal could be published for a significant enlargement, which is when capacity will increase by more than 30 pupils and more than 25% of existing capacity. Although there is no longer a prescribed 'pre-publication' consultation period for prescribed alterations, there is a strong expectation on the proposer that they will consult with interested parties in developing their proposal prior to publication as part of their duty under public law to act rationally and take into account all relevant considerations.
- 7.3 The 2014 statutory process for making significant changes to schools has four stages, as set out below:

<b>Stage 1</b>	<b>Publication</b>	Statutory proposal published – 1 day.
<b>Stage 2</b>	<b>Representation (formal consultation)</b>	Must be 4 weeks, as prescribed in regulations.
<b>Stage 3</b>	<b>Decision</b>	The decision-maker (usually the LA) must decide proposals within 2 months of the end of the representation period or decision defaults to Schools Adjudicator (OSA) <sup>8</sup> . Any appeal to the adjudicator must be made within 4 weeks of the decision.
<b>Stage 4</b>	<b>Implementation</b>	No prescribed timescale, but must be as specified in the published statutory notice, subject to any modifications agreed by the decision-maker.

- 7.4 If approved, the next stage in the process for this particular proposal; which has been consulted on as set out in paragraph 3 above, will involve the

publication of a notice (Stage 1) and subsequent 4-weeks representation period (Stage 2).

- 7.5 The timescales involved in this process are set out in the following table:

27 January 2014	Portfolio Holder's permission to consult
4 February to 11 March 2014	Consultation Period
<b>31 March 2014</b>	<b>Portfolio Holder Decision on Publication</b>
16 April to 14 May	Representation Period ( if approved) 4 weeks
June 2014	Cabinet Decision TBC*
January 2015	Implementation**

\*If Objections are received at Stage 2, the final decision would be considered by the School Organisation Sub Committee in June 2014.

\*\* It is considered that the original implementation date of September 2014 cannot be achieved due to delays in purchasing the additional land needed to facilitate expansion.

- 7.6 In deciding whether or not to give permission to publish proposals it is a requirement both under guidance and case law that the decision maker should consider the views expressed during the 'pre-publication' consultation period and take into account the Equality Impact Assessment (**Appendix 5**). It is therefore imperative that full details of all views received during the consultation period are available at the meeting on 31 March. In taking the decision, the Portfolio Holder should also be satisfied that the Equality Impact Assessment has adequately taken account of any further submissions or views submitted during the consultation period.
- 7.7 If the decision is taken to publish proposals, a representation period will follow which must be of 4 weeks duration and cannot be altered. This allows comments on the proposals to be made by any person, which can be objections as well as expressions of support for the proposals. This period is the final opportunity for people and organisations to express their views about the proposals and ensure that they will be taken into account when the decision is finally being made.
- 7.8 Where proposals require capital resources for their implementation the funding for the proposals should be in place when the proposals are decided. Where proposers require capital funding to implement their proposals, they should secure this before publishing proposals. Capital funding arrangements are set out in paragraph 6 above.
- 7.9 Following publication of the proposal and the subsequent statutory representation period, the final decision on whether the published proposals will be implemented will normally be taken by Cabinet. In making its decision, Cabinet will have to be satisfied that all statutory requirements including statutory consultation and statutory guidance have been complied with. The legislation provides further detailed statutory advice on what factors the decision maker must take into account in reaching a final decision.
- 7.10 In the event that the Council receives objections to the statutory proposal, the final decision will be made by the School Organisation Sub Committee.

## **8.0 Risk Management**

- 8.1 Disruption to pupils, staff and the community must be kept to a minimum during the consultation period, and any subsequent building programme, to ensure that standards continue to improve
- 8.2 The proposed expansion was identified to address a Basic Need in the area. This is in order to ensure that the Authority meets its statutory duty to provide sufficient school places in this area.
- 8.3 Planning approval is required, a planning application (ref: 14/0729M) was submitted on 21 February 2014 to run in parallel with consultation on the proposed expansion of the school. The decision target date is 18 April 2014, which is after the notice of the proposed expansion would be published, if approved by the Portfolio Holder, and is therefore a risk to this project.
- 8.4 Following appointment of a contractor from the CEC Framework, the design will need to be developed “at risk” during late March/April to agree a target cost , i.e. in advance of approval to proceed to the next stage. If the proposal is not subsequently approved and the scheme cannot proceed, the abortive costs would have to be found from revenue.

## **9.0 Access to Information**

Name: Barbara Dale  
Designation: School Admissions and Organisation Manager  
Tel No: 01270 686392  
Email: Barbara.Dale@cheshireeast.gov.uk

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**PROPOSAL FOR THE ENLARGEMENT  
OF  
MOBBERLEY CHURCH OF ENGLAND  
PRIMARY SCHOOL,**

**PUBLIC CONSULTATION DOCUMENT**

**Tony Crane  
Director of Children's Services  
Children and Families Services  
Cheshire East Council  
Westfields, Sandbach  
Cheshire  
CW11 1HZ**

**January 2014**

## **OBJECTIVE OF THIS CONSULTATION DOCUMENT**

To undertake formal consultations with parents and carers of pupils at Mobberley CE Primary School and other interested parties before a final decision is taken regarding a proposal to make an enlargement to Mobberley CE Primary School.

The Local Authority is proposing the expansion of Mobberley Church of England Primary School, which has a current capacity of 140 pupil places. The proposed increase to 210 places will deliver sufficient capacity for the school to become a one form of entry (30 places per year group) primary school with a proposed completion date of September 2014.

## **INTRODUCTION**

Mobberley CE Primary is a popular and successful school resulting in the number of first preferences for the school exceeding the 20 places available in the reception class for 3 of the last 4 years.

In 2004, Ashley Primary school closed and children on roll at the time of closure were transferred to Mobberley CE (C) Primary and the catchment area for Mobberley was extended to include the area previously zoned to Ashley Primary School. Initially, the school had sufficient capacity to accommodate the additional demand in this area. However, subsequent changes, including increased primary aged pupils and new housing in the area have resulted in an increase in demand for places at the local village school.

The proposed expansion is therefore intended to provide sufficient school places for local children. The Headteacher and Governors have confirmed their support for the proposed expansion of the school to a 1 form of entry (1FE) primary school (30 places per year group) in order that accommodation is suitable for existing pupils on roll and to accommodate the growing population and demand for places from local families now and in the future.

## **BACKGROUND INFORMATION**

### **Knutsford Local Area Partnership (LAP)**

The Knutsford Local Area Partnership (LAP) has 10 primary schools and 1 secondary school covering the areas of Knutsford, Chelford, High Legh, Little Bollington, Nether Alderley and Peover Superior.

The total primary school capacity across the LAP is 1684 and the current number of reception class places available each year based on the published admission number (PAN) is 241.

**Knutsford LAP**

<b>School Name</b>	<b>Status</b>	<b>PAN 2013</b>	<b>Overall Net Capacity</b>
Bexton Primary School	Community	60	420
Chelford Church Of England Primary School	Voluntary Controlled	9	60
Egerton Primary School	Community	30	210
High Legh Primary School	Community	21	147
Little Bollington Church of England Primary School	Voluntary Controlled	15	105
Manor Park School and Nursery	Community	30	210
Mobberley Church of England Primary School	Voluntary Controlled	20	140
Nether Alderley Primary School	Community	15	105
Peover Superior Endowed (Controlled ) Primary School	Voluntary Controlled	11	77
St Vincent de Paul Catholic Primary School	Voluntary Aided	30	210
<b>Area Totals</b>		<b>241</b>	<b>1684</b>

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. The same pressures are not forecast for the secondary sector based on existing patterns of demands.

**Knutsford Planning Area**

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. For example, Chelford and Peover Superior primary schools form part of the Holmes Chapel planning area as they are feeder/partner schools for Holmes Chapel Comprehensive School. Nether Alderley is part of the Wilmslow North planning area and is a feeder/partner school to Wilmslow High School.

Mobberley Church Of England Primary School is part of the Knutsford Planning Area, which consists of 7 primary schools offering a total of 1442 primary school places, as listed below:

School Name	Status	PAN	Net Capacity
Bexton Primary School	Community	60	420
Egerton Primary School	Community	30	210
High Legh Primary School	Community	21	147
Little Bollington Church of England Primary School	Voluntary Controlled	15	105
Manor Park School and Nursery	Community	30	210
Mobberley Church of England Primary School	Voluntary Controlled	20	140
St Vincent de Paul Catholic Primary School	Voluntary Aided	30	210
<b>Area Totals</b>		<b>206</b>	<b>1442</b>

Six of the seven schools listed above are feeder/partner primaries for Knutsford Academy and pupils attending St Vincent de Paul Catholic Primary traditionally transfer to St Nicholas Catholic High School located at Hartford, Northwich, which is maintained by Cheshire West and Chester Council.

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, as set out in the table below:

Knutsford Planning Area	Number on Roll Oct'12	Forecasts					
		13/14	14/15	15/16	16/17	17/18	18/19
	1373	1422	1454	1498	1531	1572	1608
Forecast Shortfall		20	-12	-56	-89	-130	-166
% Spare Places		1%	-1%	-4%	-6%	-9%	-11%

The above indicated shortfall excludes any level of operational surplus (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). As an indication, a 4% level of operational surplus for this planning area would require an additional 58 pupil places for the same period in 2014.

Knutsford Planning Area	Number on Roll Oct'12	Forecasts					
		13/14	14/15	15/16	16/17	17/18	18/19
	1373	1422	1454	1498	1531	1572	1608
Forecast Shortfall including 4% Operational Surplus.		-38	-70	-113	-146	-187	-223
% Spare Places		-3%	-5%	-8%	-10%	-13%	-15%

Additionally, forecasts for Mobberley CE Primary indicate that there will be insufficient places at the school with more children on roll than places available. This trend is forecast to continue reaching a shortfall of 70 pupil places, based on current admission patterns, by 2018.

Mobberley CE Primary 140 Pupil Places	Number on Roll Oct'12	Forecasts					
		13/14	14/15	15/16	16/17	17/18	18/19
	142	161	173	182	194	200	210
Forecast Spare Places		-21	-33	-42	-54	-60	-70
% Spare Places		-15%	-24%	-30%	-39%	-43%	-50%

In response to previous pupil forecasts, a review of provision was undertaken resulting in a proposal to increase the capacity at Mobberley CE Primary School from 140 to 210 pupil places for implementation from September 2013. This proposal was subject to the acquisition of land adjacent to the school to compensate for the loss of playground.

Consultation on the proposal to expand Mobberley CE was undertaken between 22 October 2012 to 23 November 2012 and in light of the responses received permission was given to progress to the next stage, which involved the publication of a statutory notice followed by a 4 week representation period from 10 January 2013 to 7 February 2013. During the representation period negotiations on the acquisition of the adjacent land were ended and the conditional proposal, which was to have been considered by the School Organisation Sub Committee on 21 March 2013, was withdrawn on 13 March 2013.

The expansion of Mobberley CE has nevertheless remained a priority for the Local Authority, Headteacher and Governing Body of the school and local families. Officers have therefore continued to work with the school and governors to investigate alternative solutions.

The proposed expansion of Mobberley CE Primary School from 140 to 210 pupil places would require additional classrooms together with associated storage, circulation and cloak areas. Due to the restricted nature of the school's existing site, additional land is required to facilitate this. The acquisition of the adjacent Mode Cottage has therefore been investigated for this purpose as this would provide a site of sufficient size to facilitate this expansion.

Consideration is to be given to a request for permission to proceed with the purchase of Mode Cottage at the meeting of the Portfolio Holder for Finance on 23 January 2014. The outcome of this meeting will be presented orally at the Portfolio Holder meeting of 27 January.

This proposal is one of two possible expansions proposed for the Knutsford area which, if approved, would provide a total of 175 additional pupil places. The additional accommodation planned for Mobberley CE of 70 pupil places 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 form of entry primary school (210 places) with 30 pupil places per year group by 2021. This would increase capacity for this planning area to 1512 pupil places which; when phased in at the normal point of entry into the reception class, would still require an additional 96 places by the same period based on current forecasts. Consultation on a separate proposal to provide an additional 105 pupil places in Manor Park Primary and Nursery to meet this shortfall will be undertaken between 14 January and 11 February 2014. The positive impact of these proposals is set out in the following table:

Academic Year	Unused Places/ <b>Shortfall in Places</b>	Expansion of Mobberley CE - cumulative impact	Additional places still required	<i>Expansion of Manor Park - cumulative impact</i>	Unused Places/ <b>Shortfall in Places</b>
13/14	20				
14/15	12	10	2		
15/16	56	20	36	15	21
16/17	89	30	59	30	29
17/18	130	40	90	45	45
18/19	166	50	116	60	56
19/20	166	60	106	75	31
20/21	166	70	96	90	6
21/22	166	70	96	105	9

October 2012 School Census data provide forecasts up to 2018/19 therefore the forecast figure of - 166 has been assumed for subsequent years.

## ADMISSIONS

In September 2012, the Local Authority received applications for Knutsford planning area schools in excess of the 206 reception class places available. In response to this immediate shortfall the Local Authority, in agreement with the schools, admitted additional children into a number of schools including Mobberley CE Primary. Although the headteacher and Governors of Mobberley CE supported the Local Authority by agreeing the admission of 30 catchment area children (10 over the school's published admission number) this still resulted in 3 children resident in the school's catchment area without a place at their local school for whom alternative schools had to be offered. The admission of 30 pupils in 2012 created pressure on existing accommodation and class organisation, which the school and the Local Authority are keen to address.

For the Reception 2013 intake the Local Authority received a total of 245 first preference applications for the Knutsford planning area schools, which exceeded

the 206 places available. 211 children have since been admitted into the reception classes with some parents securing alternative school places after the initial allocation, for example in the independent sector or on appeal at schools that are full.

### Birth Rate Data

As an indication, the intake into reception over the last 3 years is compared with the birth rate admission pool. For this planning area, it is expected that demand for places will continue to exceed the current 206 reception places available. The data below provides an indication of the anticipated increase in future years on this basis, with in the region of 264 potential admission requests for 2014 and 250 for 2015.

Knutsford				
Year	Reception Admissions	Births Rate (4 years prior to admission round)	Diff	% Diff
2008	184			
2009	199			
2010	182	212	-30	-14.2%
2011	193	217	-24	-11.1%
2012	231	240	-9	-3.8%
2013	211	216	-5	-2.3%
2014		264		
2015		250		

### Mobberley CE Admissions

The changing demographics of Mobberley Village and the demand for places at the local primary school indicate that the school has insufficient capacity to accommodate local children. Following the completion of a large housing development in the area the number of catchment children has exceeded the reception places available for the last 5 years. For September 2014 admissions there are currently 48 pupils resident in the catchment area which is more than double the school's capacity of 20 pupils per reception intake.

Reception Class Year of Intake	Number of Children Resident in the School's Catchment Area
2010	34
2011	23
2012	41
2013	40
2014	48 (at 8 Jan 2014)

In line with the growing number of pupils resident in the schools catchment area the number of first preferences for the school has also been increasing. For 2013 the school received 33 first preferences against a published admission number (PAN) of 20. The demand for places from local residents is expected to continue in future years.

<b>Reception Class Year of Intake</b>	<b>Number of First Preferences</b>
2010	33
2011	19
2012	33
2013	33
2014	30 (at 8 Jan 2014)

If parents are unable to obtain a place at the local village school the distances that parents could be expected to travel to the next nearest school may be considered unreasonable.

The tables below show the distances to nearby schools from Mobberley CE measured using a straight line distance measurement in miles from the address point of each school.

<b>Straight Line Distances between:-</b>	<b>Mobberley</b>	<b>Manor Park</b>	<b>St Vincent's</b>	<b>Egerton</b>	<b>Bexton</b>
Mobberley CE Primary	x	2.086	2.165	2.762	3.095

<b>Straight Line Distances between:-</b>	<b>High Legh</b>	<b>Little Bollington</b>	<b>Chelford</b>	<b>Peover</b>	<b>Nether Alderley</b>
Mobberley CE Primary	6.062	5.603	3.432	4.096	3.977

It is therefore recommended that an increase in the capacity of Mobberley CE Primary is necessary to meet the growing demand in the village. It is proposed that the local demand in itself justifies an extension to take the school up to 210 pupil places (1 Form of Entry) with an admission number of 30 pupils per year

## **SITE AND BUILDINGS**

Situated in the rural village of Mobberley the school was originally built in 1858 and consisted of 2 classrooms. Extensions and refurbishments have taken place over a number of years and following the closure of Ashley CE Primary School in 2004 the school was further developed and the accommodation now consists of 5 classrooms, 2 practical areas, hall, staffroom and office accommodation.



The proposed expansion of Mobberley CE Primary is conditional on the acquisition of additional land and the necessary planning permissions.

## **FINANCIAL ISSUES**

The total approved Capital budget for the Mobberley CE Primary School Scheme was originally allocated to the project from the 2012-13 Children and Families Capital Programme. If approved, the purchase cost of Mode Cottage will be met from this existing approved budget. Further budget required to complete the capital scheme over and above this budget will be funded by Basic Need Grant funding, approval for which will be sought through the Council's Financial Approval Process in due course.

All Capital projects greater than £250,000 are subject to Cheshire East Council's Capital Programme approval and monitoring process

## **TIMESCALES**

There are 5 statutory stages to expanding a school as follows:

1. Consultation
2. Publication
3. Representation
4. Decision
5. Implementation.

It is proposed that the programme for the implementation of any change would be:

27 January 2014	Portfolio Holder's Decision to formally consult on expansions
4 February 2014 till 11 March 2014	Consultation Period
14 April 2014	Portfolio Holder's Decision on Public Notices
30 April 2014 till 28 May 2014	Representation Period ( 4 weeks statutory)
8 July 2014 TBC	Cabinet decision (School Organisation Sub Committee if objections are received.)
September 2014	Proposed implementation

## **HOW DO I COMMENT ON THE PROPOSALS?**

The best way to respond is to complete our electronic feedback form, which can be accessed on the Council's website at [www.cheshireeast.gov.uk](http://www.cheshireeast.gov.uk).

Alternatively, if you do not have access to the internet, you can submit your comments in writing or by telephone to 0300 123 5012.

All views expressed during consultation will be presented to the Council's Portfolio Holder before a decision will be made on whether to progress to the next stage.

## **WHAT IS THE NEXT STAGE?**

All responses to this consultation will be collated and presented to the Council's Portfolio Holder at the end of the consultation period requesting permission to proceed to public notices. If permission is given, this will mean that a further representation period will commence for a fixed period of 4 weeks, in line with statutory requirements.

At the end of the representation period, a further report will be prepared and presented to the Council's Cabinet or, if objections are received, to the Council's School Organisation Sub Committee for a final decision on the proposal.

## **PLEASE NOTE:**

Where individual queries are received, we will not answer you directly, but we will compile a detailed response to the consultation that will be published on our website with hard copies available on request.

For further information, contact School Organisation and Capital Strategy Team, Cheshire East Council, Floor 7. C/O Municipal Building, Earle Street, Crewe CW1 2BJ e-mail: [SOCS@cheshireeast.gov.uk](mailto:SOCS@cheshireeast.gov.uk) Tel: 0300 123 5012.

## Consultation Feedback Form

Appendix 2

### Proposed Expansion of Mobberley CE Primary School, Knutsford

You are invited to comment on Cheshire East Council's proposal to expand Mobberley CE Primary from a 140 to 210 places, (1 form of entry primary school ) with a proposed completion date of September 2014. Before completing this form, please refer to the consultation document, which provides the rationale for this proposal.

**Please note:** Your personal details will be withheld but any feedback provided will be collated to inform decision-making and will therefore become a public record and published on the Council's website at the end of the consultation period

Please tick the relevant boxes to indicate your views and any comments you may wish to make.

Do you agree with the proposal to expand Mobberley CE Primary School?	Please tick ( )		
	Yes	No	No View

**Comments (if any)**

*(Please continue overleaf, if required.)*

Please tick the following box(s) to indicate any of the following that apply to you:

Respondent Details	Please Tick ( )	Please name the school
Parent/Carer of pupil(s) attending school		
Governor of a school		
Member of staff at a school		
Pupil at school		
Other (please specify)		

<b>Name:</b>	<b>Date:</b>
<b>Address:</b>	<b>Signed:</b>

**Please return this form to:**

Cheshire East Council, School Organisation and Capital Strategy, Floor 7. C/O Municipal Building, Earle Street, Crewe CW1 2BJ by the closing date of **11 March 2014**

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Consultee	Organisation / School
Council's Web Pages	
Parents/ Carers of Pupils	Mobberley Primary
Pupils of :-	Mobberley Primary
Governing body - school which is the subject of proposal	Mobberley Primary
Headteacher & Staff - school which is the subject of proposal	Mobberley Primary
Governing bodies, Head teachers , staff and parents at neighbouring schools within Knutsford LAP.	Bexton Primary
	Egerton Primary
	Manor Park
	St Vincents de Paul
Governing bodies, Head teachers and staff at remaining primary schools within Knutsford LAP.	High Legh Primary
	Little Bollington
	Nether Alderley
	Peover Superior
	Chelford
Governing bodies, Head teachers and staff at neighbouring primary schools within Wilmslow LAP.	Gorsey Bank
	St Anne's Fulshaw
	Ashdene
	Lindow
	Styal
Governing Bodies, Headteacher and staff at High Schools	Knutsford High School
	Wilmslow High School
Neighbouring LA's	Trafford LA
	Manchester LA
Diocesan Authorities	Catholic Diocese of Shrewsbury
	Anglican Diocese of Chester
MP(s) of the constituencies affected	Mr George Osborne
Councillors - Knutsford Ward Members	Cllr George Walton - Chelford
	Cllr Steve Wilkinson - High Legh
	Cllr Stewart Gardiner - Knutsford
	Cllr Olivia Hunter - Knutsford
	Cllr Peter Raynes - Knutsford
	Cllr Jamie Macrae - Mobberley
Councillors - Wilmslow Ward Member	Cllr Gary Barton - Wilmslow West & Chorley
	Cllr Wesley Fitzgerald - Wilmslow West & Chorley
Local District / Parish Councils where the subject school is located	Knutsford Town Council
	Mobberley Parish Council
	High Legh Parish Council
	Chelford Parish Council
	Nether Alderley Parish Council
	Peover Superior Parish Council
	Plumley with Toft and Bexton Parish Council
	Rostherne Parish Council
	Tabley Parish Council
	Styal Parish Council
	Ashley Parish Council
	NAHT Branch Secretary
UNIONS	GMB
	UNISON
	NUT

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CONNECTION	AGREE WITH PROPOSAL TO EXPAND	COMMENTS
School Staff	Yes	I strongly support the decision to expand Mobberley CE Primary School from 140 to 210 pupils, in order to provide a larger intake of local pupils to the school. I believe that it will provide the opportunity for local pupils to be provided with the school place that many are entitled to; particularly those with siblings already attending school. The problem of intake and appeals are always a huge issue, involving children in the school catchment area. Moreover, in the growing community of Mobberley, there is a need for the places to become available.
Other	Yes	<p>The case for expanding primary school places in Mobberley is overwhelming. As it has been under consideration since 2012 I will assume that the proposed buildings and outdoor space meet the standards of building schools for the future and the equality act. Car parking/ drop off is an issue so again assume this has been thought about..</p> <p>The 2 questions I would ask you to consider are these:-</p> <p>Is a one class per year of 210 capacity going to be enough given projections still show big shortfalls AND much more housing development is proposed for the "village". Can this site be expanded to 420 if needed? This site is poorly located in Mobberley- a relocation should be considered?</p>
Parent/Carer	Yes	None given.
Parent/Carer	Yes	None given.
Parent/Carer	Yes	None given.
Parent/Carer	Yes	None given.
Other	Yes	None given.
Parent/Carer	Yes	<p>Regarding the above proposed extension to Mobberley school.</p> <p>I am in agreement with the proposal to extend the school.</p> <p>You sent me a letter date the 5/2/14 indicating that I am a stakeholder in the decision.</p> <p>Mobberley school excels and I know that they are very limited on space.</p> <p>If the extension takes place it would be good if the school became a 2 form entry school every year.</p> <p>Cheshire East Council should be promoting schools like this which excel.</p> <p>Of course, had you not closed small rural schools previously, including Ashley Primary School some years ago, we would not now need this extension.</p> <p>Of course, hindsight is a marvellous thing but I know there was great objection from the residents to the closure of Ashley Primary school at the time.</p>

Governor	Yes	Mobberley Primary school is an outstanding school and cannot currently meet the demand for places from within its catchment area and from within the village of Mobberley. The school is at the centre of the community and it is very important that it can meet the demand for places within the village, as it is one of the key strands which holds the community together. Children in Mobberley deserve to have access to the outstanding education which their local school can offer if they so desire – children who are turned away lose not only access to an outstanding primary education, but the village loses the connection to the next generation of people who contribute to the life of the community.
Resident	Yes	With reservations concerning increased traffic, already the grass verge opposite the church is getting badly damaged and the number of cars travelling at peak time i.e 8.30-9.15am and 2.50-3.30pm with small children on board on a narrow lane with sharp bends is quite alarming.
Staff	Yes	None given.
Other/Unknown	No	<p>I wish to make it known that in my opinion this school shouldn't be expanded just yet. My reason is that many schools across Cheshire and neighbouring counties have many spaces available and it would be unwise to expand a school that would effectively cause other schools to have less pupils. Unless it can be justified that other schools would not receive a lower intake of pupils in a following year to the expansion, the move would be more of a hindrance to the wider community.</p> <p>It could also risk jobs, because if one school expands it may hire 10 more staff but if others have to close then that is 20 staff per school with fewer pupils who have jobs at risk. The move would be a great mistake as it risks increasing unemployment in Cheshire and its neighbouring counties.</p> <p>Furthermore through expansion of any school there would be an increase in traffic that is unless these new extra pupils are all going to arrive by bike, but then again if they walked or cycled there is the increased risk of young cyclists and fast moving vehicles on the busy streets of an already highly populated county.</p> <p>Can any expansion be justified without hindering life, causing a risk to communities and causing harm to the economy: the simple answer is no it cannot.</p>
Parent	Yes	Lovely Community School, Great ( Church) Christian Ethos. Shame not to be able to provide for more children in the Mobberley community
Staff	Yes	<p>Demand for school places in Reception consistently exceeds the number of places available. It is my belief that local children have the right to a place at their local school.</p> <p>This is important to the wellbeing of the child and also to the local community as a whole. The expansion would ensure that there are sufficient places at the school to meet local demand and negate the need for local families to go through the stress of an appeals process for a place at their local school.</p>
Grandparent	Yes	There is no sane reason not to proceed with the expansion. Denying village children access to an education within the village, when there is a solution would be scandalous.



Grandparent	Yes	The expansion is long overdue and to not proceed would, in my opinion, be a gross negligence of the Authority's statutory duties towards children of this village.
Parent/Carer	Yes	This expansion simply has to happen asap. Mobberley children are being turned away from their local school because of a lack of space. It is causing a great deal of heartache & stress to families that have lived in the community for years. Expanding Mobberley School & changing it to a 1 form entry would eradicate the ridiculous system of streaming children from the age of 6. Being separated from his closest friends at such a young age has damaged the confidence of my quiet, introverted child.
Parent/Carer	Yes	None given.
Pupil	Yes	None given.
Pupil	Yes	None given.
Parent/Gov	Yes	<p>I strongly support the proposed expansion of the school. There have been in excess of 250 new build properties which have been constructed within the village of Mobberley over the past 10 years. Those additional properties have attracted young families to the village and they have created unprecedented demand for places at Mobberley CE Primary. No consideration was given at the time of those developments to the implications for demand for school places for the village at that time. The new build properties have also had a significant impact upon the allocation of places within the village. Many of the new developments have been built in close proximity to the school. As a result of this families based in central locations within the village were unable to secure places for the children in the Reception class for the September 2013 intake. This was not a new problem in 2013, a similar issue occurred in 2012 and was addressed by the school agreeing to take a class of 30 for reception as a one off measure.</p> <p>Many families were forced to pursue an appeal in order to secure places for their children. That caused significant distress to those families and also to the school who would have liked to have accommodated all children from the village.</p> <p>It should be remembered that the current catchment for Mobberley CE is not limited to the village of Mobberley but also includes Ashley. Existing demand for places coupled with national policy on the allocation of those places means that the residents of Ashley currently have little prospect of securing places for their children.</p> <p>The absence of availability of school places in villages like Mobberley and Ashley is harmful to the children affected. It is also harmful to the community at large. Many families who would be unable to secure places for their children would consider relocating away from the village. Children growing up in the village who do not attend the school would be strangers in their community. They would be disenfranchised.</p> <p>The expansion of the school is therefore vital in order to address known capacity problems. Live birth data indicates that the increasing demand for places at the school is not a blip but will continue to</p>

		<p>present problems for the foreseeable future unless the capacity of the school can be increased to a single form entry PAN of 30.</p> <p>A further consideration to the provision of education for the village of Mobberley is the public transport links from the village to the neighbouring towns such as Knutsford and Wilmslow. The transport infrastructure in place is very poor. Bus services are infrequent and the Railway station in Mobberley is situated in an isolated location which is not easily accessible except by car. That means it is essential that the village has a school which can meet local demand.</p> <p>Mobberley CE was assessed by Ofsted in 2013 as being an outstanding school. That in itself will encourage families to move to the village in an effort to secure places for their children at the school. The expansion of the school will promote better access to the school site. It should assist in alleviating parking congestion. It will provide better facilities for the pupils and will ensure that pupils have much needed space for education and play provisions. Currently lessons are held in the school hall because of restricted capacity which is not ideal.</p> <p>I therefore strongly support the proposal for expansion.</p>
Other	Yes	As a member of the public, I am in favour of this proposal.
Other	Yes	None given.
Other	Yes	None given.
Staff	Yes	Our school continues to be oversubscribed and the recent outstanding Ofsted grading ensures numbers will continue to grow. Families living in the Mobberley catchment area should be able to secure a place in their local village, faith school. We need to grow (additional physical space) and increase our PAN to 30 to facilitate this growth.
Staff	Yes	<p>The Mobberley school community has been growing steadily over many years. Its popularity is due to its location, values, excellent teaching and Christian ethos. All these, coupled with recent new housing in the area, and consolidated by a recent Ofsted report ensures that this growth is set to continue.</p> <p>Despite a new office build and extension of a classroom, the school in its present form is unable to support projected numbers whilst maintaining standards. All children in the catchment area who wish to attend their local village school should be able to do so, thereby securing community cohesion for the future. I believe expansion is the right and only way forward.</p>
Staff	Yes	None given.
Other - Parish Council	Yes	Please be informed that Rostherne Parish Council fully support the proposal to expand Mobberley CE Primary School.
Staff - Bowdon Church School	No	Working at a school located just minutes away from Mobberley C of E, I am fully aware of the need for additional school places in this area. In fact, the school that I work at is, at present, undergoing its own expansion to fulfil the requirement of school places in the local area. However, I wholeheartedly feel that to expand Mobberley C of E Primary in its current location would be unsustainable, dangerous

		<p>and inappropriate. The schools location was fit for purpose when it was a small village school. At this time, the fact that it resides on a blind corner, in the middle of active farm land was less of an issue. However, as the school has grown, so too have the dangers and the inadequacy of its location. Safeguarding children is high upon any schools priority, yet it seems that within the proposal to expand the school where it stands, safeguarding has much less priority than it perhaps should. It is obvious that the village of Mobberley needs a larger school to accommodate the rising number of children moving to the area and I am not opposed to this. However, I can not understand why the council are unable to see past this short term 'fix', as it seems that from the figures of forecasted birth rates and new inhabitants to the village (as a direct result of new housing proposals) the expansion will only accommodate pupil increases until around 2018. I ask what will happen then? Will the school be in the position where it needs to expand again? If so, how will you do this? I feel that it is short sighted to not consider these issues. In conclusion I am opposed to the proposal to expand Mobberley Primary school, not because I do not see the need for more school places, but simply because it is not sustainable. It is a short term fix and the current site does not have the infrastructure to support the school at the size it is now, let alone after further expansion. As a governor of another school, with experience in this field, I feel that the council needs to be more open minded and look into other sites around Mobberley. This would allow the school to expand effectively to cope with required pupil places post 2018 and in the current economical climate, I feel that this would be a better investment of such a large amount of money. Surely Mobberley families deserve a school that is sustainable, safe and efficient, rather than a substandard quick 'fix'.</p>
Staff - Altrincham CE Primary	Yes	.....living on Church Lane, would like to show support for the proposed expansion of Mobberley CE Primary School. It makes sense to increase the intake number to 30, enabling all of our village children to attend their local primary school.
Other	Yes	It will create a greatly needed number of further reception places at the school to ensure that local children get the opportunity to attend their local village primary school.
Other - Parish Council	Yes	Mobberley Parish Council discussed the increase in PAN at their meeting held 3 <sup>rd</sup> March 2014 and I can advise that they support the increase in pupil places from 140 to 210 places. The members would like to see the children of Mobberley secure a place at their village school. There were concerns regarding the additional cars, however understand that this will all be taken into consideration during any planning process.
Other	Yes	As residents of Mobberley & parents ..... we are fully supportive of the expansion of Mobberley CE Primary school in order that our child (and other residents in Mobberley) is able to attend our local school.
Resident	No	I feel that any expansion of Mobberley primary school in its current location would be unsafe and detrimental to my livelihood. I strongly feel the site is unable to facilitate the expansion. The road

		network and parking facilities are inadequate and unable to withstand the volume of traffic. Also, the school playing field is on the other side the car park, meaning children are required to cross an access that is used by the farm. This is unsafe when they are unsupervised. 140-210 is a 50% increase and from figures given in the consultation document, by 2018 which is only in 4 short years, the school would need to expand again and this is without new housing in the area. In conclusion, the proposal is unsustainable and a short term fix. The current site does not have the infrastructure to support the expansion. My main concern is Safety. I firmly believe that the increase in numbers will further increase the risk of accidents.
Other	No	The problems exist already, Car Parking on the grass verge, Surface Water Drainage none existent – so you will put it in the sewer. All you have produced is a lot of figures that solve neither.
Other	Yes	We need a bigger school for this area to accommodate all of the local children. Thank You.
Parent	Yes	Please approve expansions and proceed as fast as possible. Having one class with the hall as their classroom is in adequate and inefficient both for the class and the rest of the school. 30 spaces each year are needed to stop the crushing rejection for those people in the village who can't get in their local school.
Pupils attending Mobberley CE		<p>We love our school and lots of children that live near us want to come here too, we like to play with the people we go to school with when we are at home.</p> <p>The little ones at pre-school will feel more settled if they get to move to our school with their friends, some of us have been friends since pre-school.</p> <p>I would like to move up the classes with my friends. Some people have been split up when some children move up and some children don't. It would be good to have children in one year group all together in the same class.</p> <p>If our school gets bigger we could have a separate playground for infants and juniors. Then the juniors would not have to worry about knocking the little ones over. The little ones would be safer. We would have more space to play our games. The school used to have fewer children than it does now and the playground has not got any bigger. There are a lot of people running around at once. We need fresh air and exercise at break times to help us concentrate in lessons.</p> <p>My brother wants to come here like me and my brother and sister, I worry he will not get a place here and he will have to go somewhere else. I don't know how my mum will be able to drop us all off at different schools at the same time. If we get a bigger school, we can all come to school together.</p>

		<p>We are a bit squashed in our classrooms and sometimes there is no carpet space to use the floor in class 6. When we are trying to work in groups it is difficult to work in a good way when we are all on top of each other.</p> <p>It is good that Year 5 has their own class now, but it would be better if they had their own classroom instead of using the Hall, they are like a team now.</p> <p>I want our school to get a bit bigger, but not too big, our school is a bit like a family and I like knowing everyone in school.</p>
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Equality impact assessment is a legal requirement for all strategies, plans, functions, policies, procedures and services under the Equalities Act 2010. We are also legally required to publish assessments.

### Section 1: Description

Department	Children and Families Services	Lead officer responsible for assessment	Tony Crane			
Service	School Organisation	Other members of team undertaking assessment	Barbara Dale			
Date	February 2014	Version	2			
Type of document (mark as appropriate)	Strategy	Plan √	Function	Policy	Procedure	Service
Is this a new/existing/revision of an existing document (mark as appropriate)	New √	Existing	Revision			
<p>Title and subject of the impact assessment (include a brief description of the aims, outcomes, operational issues as appropriate and how it fits in with the wider aims of the organisation)</p> <p>Please attach a copy of the strategy/plan/function/policy/procedure/service</p>	<p><b>Permission to issue Public Notice on the proposed expansion of Mobberley CE Primary School, Knutsford from 140 places to 210 school places (1FE) for implementation for September 2014.</b></p> <p>There are any other associated policies and procedures as set out below:-</p> <ul style="list-style-type: none"> <li>Statutory consultation was undertaken on this proposal as the changes, if approved, will fall within the category of a significant enlargement as the additional accommodation proposed for Mobberley CE Primary School would increase the capacity by more than 30 pupils and by more than 25%.</li> <li>The Local Authority must comply with statutory requirements as set out in The Education and Inspections Act 2006 (EIA 2006) and the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 that came into force on 28 January 2014.</li> </ul> <p>The aims, objectives and outcomes of this proposed change are as follows:-</p> <p>To undertake formal consultations / representation with parents/ carers and pupils at Mobberley CE Primary and other interested parties before a final decision is taken regarding a proposal to make an enlargement. The Local Authority is proposing the expansion of Mobberley CE, which has a current capacity of 140 pupil</p>					

	<p>places. The proposed increase to 210 places will deliver sufficient capacity for the school to become a one form of entry (30 places per year group) primary school with a proposed completion date of September 2014.</p> <p>The outcomes of consultation will be summarised in a report to the Portfolio Holder for a decision to progress to the next stage of the process and issue public notices. In deciding whether or not to give permission to publish proposals it is a requirement both under DfE guidance and case law that the decision maker should consider the views expressed during consultation and take into account the Equality Impact Assessment. It is therefore imperative that full details of all views submitted are made available at the decision meeting.</p>
<b>Who are the main stakeholders?</b> (eg general public, employees, Councillors, partners, specific audiences)	<ul style="list-style-type: none"> <li>• Children and their parents and carers</li> <li>• Headteachers of schools in Knutsford</li> </ul>

## Section 2: Initial screening

<b>Who is affected?</b> (This may or may not include the stakeholders listed above)	Children and Young People Parents / Carers Schools
<b>Who is intended to benefit and how?</b>	Young Children and their parents and carers in the Knutsford area.
<b>Could there be a different impact or outcome for some groups?</b>	This proposal will have a marginal positive impact for members of the local community.
<b>Does it include making decisions based on individual characteristics, needs or circumstances?</b>	Any decision on the proposal will not be based on any individual characteristics, needs or circumstances.
<b>Are relations between different groups or communities likely to be affected?</b>	



# EQUALITY IMPACT ASSESSMENT FORM

## Appendix 5

(eg will it favour one particular group or deny opportunities for others?)											
Is there any specific targeted action to promote equality? Is there a history of unequal outcomes (do you have enough evidence to prove otherwise)?			Consultation commenced on 4 february and ended on 11 March 2014. Stakeholders were invited to offer feedback on the proposal and a summary will be presented to the Portfolio Holder meeting.								
Is there an actual or potential negative impact on these specific characteristics? (Please tick)											
Age	Y	N ✓	Marriage & civil partnership	Y	N ✓	Religion & belief	Y	N ✓	Carers		N
Disability	Y	N ✓	Pregnancy & maternity	Y	N ✓	Sex	Y	N ✓	Socio-economic status		N
Gender reassignment	Y	N ✓	Race	Y	N ✓	Sexual orientation	Y	N ✓			
What evidence do you have to support your findings? (quantitative and qualitative) Please provide additional information that you wish to include as appendices to this document, i.e., graphs, tables, charts										Consultation/involvement carried out	
										Yes	No
Age	This will positively impact on the number of school places for young people of primary school age in the Knutsford area and thereby increasing opportunities for parental choice, in line with DfE guidance.									✓	
Disability	The proposal will have a marginally positive impact on young people and parents with a disability because the provision of additional places will overall provide sufficient places closer to person's place of residence. The proposal will also offer greater parental choice for those families with wider caring									✓	

	responsibilities for household members with a disability.		
<b>Gender reassignment</b>	<p>Admission Authorities are bound by the Admissions Code and Regulations and this does not allow for any discrimination in this respect.</p> <p>However, given the very young age of the pupils it is unlikely that any issues will arise in relation to these protected characteristics.</p>	✓	
<b>Marriage &amp; civil partnership</b>	<p>Admission Authorities are bound by the Admissions Code and Regulations and this does not allow for any discrimination in this respect.</p> <p>Admissions to the school are made following the published admission arrangements and over subscription criteria. All applications are considered against the over subscription criteria on a equal basis without reference to the marital status of the parent/carer.</p>	✓	
<b>Pregnancy &amp; maternity</b>	<p>Admission Authorities are bound by the Admissions Code and Regulations and this does not allow for any discrimination in this respect.</p> <p>Admissions to the school are made following the published admission arrangements and over subscription criteria. All applications are considered against the over subscription criteria on a equal basis without reference to the status of the parent/carer</p>	✓	
<b>Race</b>	<p>Admission Authorities are bound by the Admissions Code and Regulations and this does not allow for any discrimination in this respect. Based on the October 2012 School Census data</p> <p>The recorded data for Mobberley CE Primary is:</p> <ul style="list-style-type: none"> <li>• 96.4% White</li> </ul>	✓	

	<ul style="list-style-type: none"> <li>• 2.1% Mixed/Dual Background</li> <li>• 0% Asian or Asian British</li> <li>• 0% Black or Black British</li> <li>• 1.5% Other Groups or Not recorded</li> </ul> <p>The average recorded data across the Knustford 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>The local authority has no reason to believe that any proposed expansion of schools would result in an overall change to the current demographics.</p>		
<b>Religion &amp; belief</b>	Admission Authorities are bound by the Admissions Code and Regulations and this does not allow for any discrimination in this respect. The school proposed for expansion is a Voluntary Controlled school and admission applications are considered against the Local Authority's published admission arrangements and over subscription criteria. Religion and belief do not form part of the admission arrangements or over subscription criterion and all applications will be considered on an equal basis irrespective of religious belief.	<b>v</b>	
<b>Sex</b>	Based on the October 2012 School Census the gender balance between girls and boys currently attending Mobberley CE is 50 % male and 50 % female. This compares to a combined school population across Knutsford of 49% male and 51% female.	<b>v</b>	
<b>Sexual orientation</b>	Admission Authorities are bound by the Admissions Code and Regulations and this does not allow for any discrimination in this respect. However, given	<b>v</b>	

# EQUALITY IMPACT ASSESSMENT FORM

## Appendix 5



	the very young age of the pupils it is unlikely that any issues will arise in relation to these protected characteristics.		
<b>Carers</b>	The proposal will have a marginally positive impact on persons with dependents and will offer greater parental choice for those families with wider caring responsibilities.	✓	
<b>Socio-economic status</b>	It is considered that the proposal will have a positive impact on those children/young people included in this group as the proposal, if agreed, will provide more places locally for local families.	✓	
<b>Proceed to full impact assessment? (Please tick)</b>	<b>Yes</b>	<b>No</b> ✓	<b>Date</b>

If yes, please proceed to Section 3. If no, please publish the initial screening as part of the suite of documents relating to this issue

### Section 3: Identifying impacts and evidence

This section identifies if there are impacts on equality, diversity and cohesion, what evidence there is to support the conclusion and what further action is needed

Protected characteristics	Is the policy (function etc....) likely to have an adverse impact on any of the groups?  Please include evidence (qualitative & quantitative) and consultations	Are there any positive impacts of the policy (function etc....) on any of the groups?  Please include evidence (qualitative & quantitative) and consultations	Please rate the impact taking into account any measures already in place to reduce the impacts identified High: Significant potential impact; history of complaints; no mitigating measures in place; need for consultation Medium: Some potential impact; some mitigating measures in place, lack of evidence to show effectiveness of measures Low: Little/no identified impacts; heavily legislation-led; limited public facing aspect	Further action (only an outline needs to be included here. A full action plan can be included at Section 4)

# EQUALITY IMPACT ASSESSMENT FORM

## Appendix 5

Age				
Disability				
Gender reassignment				
Marriage & civil partnership				
Pregnancy and maternity				
Race				
Religion & belief				
Sex				
Sexual orientation				
Carers				
Socio-economics				
Is this project due to be carried out wholly or partly by contractors? If yes, please indicate how you have ensured that the partner organisation complies with equality legislation (e.g. tendering, awards process, contract, monitoring and performance measures)				

### Section 4: Review and conclusion

Summary: provide a brief overview including impact, changes, improvement, any gaps in evidence and additional data that is needed
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# **EQUALITY IMPACT ASSESSMENT FORM**

## **Appendix 5**



<b>Specific actions to be taken to reduce, justify or remove any adverse impacts</b>	<b>How will this be monitored?</b>	<b>Officer responsible</b>	<b>Target date</b>
<b>Please provide details and link to full action plan for actions</b>			
<b>When will this assessment be reviewed?</b>			
<b>Are there any additional assessments that need to be undertaken in relation to this assessment?</b>	Further analysis to asses impact will be conducted following the representation period and if appropriate an updated EIA will be presented to the Portfolio Holder at the end meeting to consider publication of statutory public notice.		
<b>Lead officer signoff</b>		<b>Date</b>	
<b>Head of service signoff</b>		<b>Date</b>	

**Please publish this completed EIA form on your website**

## CHESHIRE EAST COUNCIL

### REPORT TO PORTFOLIO HOLDER.

<b>Date of Meeting:</b>	31 March 2014
<b>Report of:</b>	Tony Crane, Director of Children's Services
<b>Subject/Title:</b>	Proposed Expansion of Manor Park School and Nursery, Knutsford
<b>Portfolio Holder:</b>	Councillor Rachel Bailey, Cabinet Member with Responsibility for Children and Family Services and Rural Affairs

#### 1.0 Report Summary

- 1.1 This Decision Paper reports on the outcome of consultation and requests approval to issue a public notice of the proposed expansion of Manor Park School and Nursery, Knutsford from 210 to 315 pupil places with a planned implementation date of September 2015.
- 1.2 As the Strategic Commissioner of School Places, Cheshire East Council has a statutory duty to commission sufficient school places for children resident in its area in accordance with Section 14 of the Education Act 1996.
- 1.3 The latest pupil forecasts indicate a shortfall in capacity in the Knutsford area which the Local Authority is seeking to address by expanding existing schools. Based on the October 2012 School Census, pupil forecasts for the Knutsford Planning Area indicate that there will be a shortfall of 166 places across the 7 schools by 2018.

Knutsford Planning Area	Number on Roll Oct'12	October 2012 School Census Forecasts					
		13/14	14/15	15/16	16/17	17/18	18/19
	1373	1422	1454	1498	1531	1572	1608
Unused places		20	-12	-56	-89	-130	-166
% Unused Places		1%	-1%	-4%	-6%	-9%	-11%

- 1.4 These forecasts do not allow for any 'operational surplus', which is a 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.
- 1.5 The Headteacher and Governors of Manor Park School and Nursery have been consulted and fully support the proposed expansion to support the growing population at this "Good" school (Ofsted, January 2013).
- 1.6 Permission to consult on this proposal was requested and granted at the 6 January Portfolio Holder meeting and consultation was undertaken between

14 January and 11 February. In making this recommendation full consideration has been given to the responses from key stakeholders during consultation.

## 2.0 Decision Requested

- 2.1 That the Cabinet Member for Children and Family Services and Rural Affairs authorises the publication of a statutory notice detailing the Local Authority's proposed expansion of **Manor Park School and Nursery, Knutsford** from 210 to 315 pupil places for implementation in September 2015.

## 3.0 Reasons for Recommendations

- 3.1 The rationale for the proposed expansion of Manor Park School and Nursery is set out within the consultation document attached as **Appendix 1**.
- 3.2 The proposed expansion of 105 pupil places at Manor Park for September 2015 is one of two possible solutions for the Knutsford area to address the shortfall of 166 pupil places. Consultation is also being undertaken on a proposal for Mobberley CE Primary School to increase the school's capacity from 140 to 210 for January 2015.
- 3.3 The additional accommodation planned for Manor Park would increase the overall combined capacity for this planning area to 1547 pupil places which, when phased in at the normal point of entry to the school, would leave a shortfall of 61 places by 2021. The potential increase to Mobberley CE Primary, as aforementioned, would address the remaining shortfall by 2020 by providing an additional 70 places phased in at the normal point of entry.

Academic Year	Unused Places/ <b>Shortfall in Places</b>	Manor Park expansion cumulative impact	Additional places still required	<i>Mobberley CE proposal to 210 pupil places</i>	<i>Impact - Unused Places/ Shortfall in Places</i>
<b>13/14</b>	<b>20</b>				
<b>14/15</b>	<b>12</b>		12	10	<b>2</b>
<b>15/16</b>	<b>56</b>	15	41	20	<b>21</b>
<b>16/17</b>	<b>89</b>	30	59	30	<b>29</b>
<b>17/18</b>	<b>130</b>	45	85	40	<b>45</b>
<b>18/19</b>	<b>166</b>	60	106	50	<b>56</b>
<b>19/20</b>	<b>166</b>	75	91	60	<b>31</b>
<b>20/21</b>	<b>166</b>	90	76	70	<b>6</b>
<b>21/22</b>	<b>166</b>	105	61	70	<b>9</b>

Current forecasts project to 2018/19 - the forecast of -166 has been assumed for subsequent years.

- 3.4 Prior to pre-publication consultation, the Local Authority held informal consultation meetings with the headteachers, or their representatives, of the primary schools in this planning area on 31 October 2012, 20 December 2012, 10 May 2013 and 8 October 2013. The purpose of these meetings was to



provide information on the pupil place planning process, specific information about basic need requirements for the area, potential housing developments and to provide a forum for discussion.

- 3.5 How statutory consultation is carried out is not prescribed in regulations and it is therefore for the Local Authority to determine the manner of the consultation. On this occasion the consultation period spanned 4 weeks from 14 January 2014 to 11 February 2014. In order to facilitate feedback on the proposal, consultation documents were produced detailing the background and rationale for the proposed expansion and explaining the consultation process. Information on how feedback could be provided was included, together with a feedback form, which was published online on the Council's website and which was available in hard copy on request. **(Appendix 2)**
- 3.5 Letters were emailed to all neighbouring primary schools for distribution to parents and carers of children on roll at the schools and to the local secondary school. Letters were sent direct to parents of children held on file due to start school in September 2014. Emails were sent to all other consultees providing links to the website where full details could be obtained. Contact details were provided to facilitate requests for more information or assistance with this process. Consultees include local parents, representatives of nearby schools, ward members, MPs, the Diocese, parish councils and trade unions. In accordance with its statutory duty under Section 176 of the Education Act 2002, the Local Authority has invited feedback on the proposed changes from pupils at the schools. A list of all consultees is attached as **Appendix 3**.
- 3.6 During the pre-publication consultation period the level of responses has been low with only 6 responses received in total, as set out in the tables below.

Local Council	parent/ carer	Resident/ Unknown/other	Total
1	2	3	6

- 3.7 From the responses received, 3 expressed support or no view on the proposal and 3 opposed it. Full details of the responses received during consultation are attached as **Appendix 4**.

Expansion Proposal	Responses			
	Support	Do Not Support	No View	Total Respondents
Manor Park School and Nursery	1	3	2	6

#### **4.0 Wards Affected**

- 4.1 Manor Park School and Nursery is situated in Knutsford Ward. However, the consultation was undertaken with all neighbouring wards.

Chelford  
High Legh  
Knutsford  
Mobberley

#### **5.0 Local Ward Members**

George Walton – Chelford  
Steve Wilkinson – High Legh  
Stewart Gardiner – Knutsford  
Olivia Hunter – Knutsford  
Peter Raynes - Knutsford  
Jamie Macrae – Mobberley

#### **6.0 Financial Implications (Authorised by the Chief Operating Officer)**

- 6.1 The proposed expansion of **Manor Park School and Nursery** to increase the school's capacity to 315 pupil places and 1.5 forms of entry (FE) is being funded under the Government's Targeted Basic Need Programme. A successful bid has already been secured which will be ring fenced against the proposed expansion of Manor Park School and Nursery. Should the expansion not be approved the funding will have to be returned to the Funding Agency
- 6.2 A feasibility study was commissioned to identify more accurately the costs of implementation and this detail has been included within the outline business case, which will be submitted for consideration and approval through the Council's internal financial approval process.
- 6.3 All Capital projects greater than £250,000 are subject to Cheshire East Council's Project Gateway process which seek endorsement by way of review and challenge. This project has already started to proceed through this process.
- 6.4 In accordance with the Cheshire East Council's Constitution - Finance and Contract Procedure Rules, financial approval of this scheme will be sought at Cabinet, as part of the 2013-14 Three Quarter Year Review reporting cycle as a fully funded supplementary capital estimate.
- 6.5 The Dedicated Schools Grant (DSG) income received by Cheshire East will only increase if any additional pupils are new to the LA, i.e. have not been included in the DSG allocation previously
- 6.6 The DSG delegated to individual schools is based on the funding formula used in Cheshire East, and currently over 80% of that funding formula is pupil led, i.e. based on the number of pupils on roll at the October Census date. This means that the number of pupils on roll in October will inform the funding

formula for the following financial year. For schools admitting additional pupils from a September intake, this will therefore be reflected in the schools budget from the following April. Where there are a significant number of additional pupils at a September intake and the school requires additional financial support prior to the new financial year, the school can apply to the Local Authority's Growth Fund.

## **7.0 Legal Implications (Authorised by the Borough Solicitor)**

- 7.1 Local authorities have a statutory duty to ensure sufficiency of school places. Since 28 January 2014, the process for change has been revised through legislation and a streamlined statutory process has been introduced. In bringing forward proposals to expand a school, the Local Authority must comply with statutory requirements as set out in The Education and Inspections Act 2006 (EIA 2006) and the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 that came into force on 28 January 2014.
- 7.2. Under previous legislation (now revoked) statutory consultation was required before a proposal could be published for a significant enlargement, which is when capacity will increase by more than 30 pupils and more than 25% of existing capacity. Although there is no longer a prescribed 'pre-publication' consultation period for prescribed alterations, there is a strong expectation on the proposer that they will consult with interested parties in developing their proposal prior to publication as part of their duty under public law to act rationally and take into account all relevant considerations.
- 7.3 The 2014 statutory process for making significant changes to schools has four stages, as set out below:

<b>Stage 1</b>	<b>Publication</b>	Statutory proposal published – 1 day.
<b>Stage 2</b>	<b>Representation (formal consultation)</b>	Must be 4 weeks, as prescribed in regulations.
<b>Stage 3</b>	<b>Decision</b>	The decision-maker (usually the LA) must decide proposals within 2 months of the end of the representation period or decision defaults to Schools Adjudicator (OSA). Any appeal to the adjudicator must be made within 4 weeks of the decision.
<b>Stage 4</b>	<b>Implementation</b>	No prescribed timescale, but must be as specified in the published statutory notice, subject to any modifications agreed by the decision-maker.

- 7.4 If approved, the next stage in the process for this particular proposal; which has been consulted on as set out in paragraph 3 above, will involve the publication of a notice (Stage 1) and subsequent 4-weeks representation period (Stage 2).

7.5 The timescales involved in this process are set out in the following table:

6 January 2014	Portfolio Holder's permission to consult
14 January to 11 February 2014	Consultation Period
<b>31 March 2014</b>	<b>Portfolio Holder Decision on Publication</b>
16 April to 14 May	Representation Period ( if approved) 4 weeks
June 2014	Cabinet Decision TBC*
September 2015	Implementation

\*If Objections are received at Stage 2, the final decision will be considered by the School Organisation Sub Committee in June 2014.

- 7.6 In deciding whether or not to give permission to publish proposals it is a requirement both under guidance and case law that the decision maker should consider the views expressed during the 'pre-publication' consultation period and take into account the Equality Impact Assessment (**Appendix 5**). It is therefore imperative that full details of all views received during the consultation period are available at the meeting on 31 March. In taking the decision the Portfolio Holder should also be satisfied that the Equality Impact Assessment has adequately taken account of any further submissions or views submitted during the consultation period.
- 7.7 If the decision is taken to publish proposals, a representation period will follow which must be of 4 weeks duration and cannot be altered. This allows comments on the proposals to be made by any person, which can be objections as well as expressions of support for the proposals. This period is the final opportunity for people and organisations to express their views about the proposals and ensure that they will be taken into account when the decision is finally being made.
- 7.8 Where proposals require capital resources for their implementation the funding for the proposals should be in place when the proposals are decided. Where proposers require capital funding to implement their proposals, they should secure this before publishing proposals. For this proposal capital resources are in place, as set out in paragraph 6 above.
- 7.9 Following publication of the proposal and the subsequent statutory representation period, the final decision on whether the published proposals will be implemented will normally be taken by Cabinet. In making its decision, Cabinet will have to be satisfied that all statutory requirements including statutory consultation and statutory guidance have been complied with. The legislation provides further detailed statutory advice on what factors the decision maker must take into account in reaching a final decision.
- 7.10 In the event that the Council receives objections to the statutory proposal, the final decision will be made by the School Organisation Sub Committee.

## **8.0 Risk Management**

- 8.1 Disruption to pupils, staff and the community must be kept to a minimum during the consultation period, and any subsequent building programme, to ensure that standards continue to improve.
- 8.2 The proposed expansion was identified to address a Basic Need in the area. This is in order to ensure that the Authority meets its statutory duty to provide sufficient school places in this area.
- 8.3 The proposed expansion of Manor Park School and Nursery is to be funded from Targeted Basic Need Grant. To complete the build by September 2015 the design and developments works through to the planning stage will be undertaken “at risk”. If the expansion proposal is not subsequently approved and the scheme cannot proceed, the grant will need to be returned to the Education Funding Agency and the abortive costs found from revenue.
- 8.4 Implementation of the proposal will be subject to the necessary planning permissions. In addition, the proposed expansion will require approval under Section 77 of School Standards and Framework Act as the building solution will encroach onto areas deemed as “playing field” under the DFE definition.

## **9.0 Access to Information**

Name: Barbara Dale  
Designation: School Admissions and Organisation Manager  
Tel No: 01270 686392  
Email: Barbara.Dale@cheshireeast.gov.uk

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**PROPOSAL FOR THE ENLARGEMENT  
OF  
MANOR PARK SCHOOL AND  
NURSERY**

**PUBLIC CONSULTATION DOCUMENT**

**Tony Crane  
Director of Children Services  
Children and Families Services  
Cheshire East Council  
Westfields, Sandbach  
Cheshire  
CW11 1HZ**

**December 2013**

## **OBJECTIVE OF THIS CONSULTATION DOCUMENT**

To undertake formal consultations with parents and carers of pupils at Manor Park School and Nursery and other interested parties before a final decision is taken regarding a proposal to make an enlargement to Manor Park School and Nursery.

The Local Authority is proposing the expansion of Manor Park School and Nursery, which has a current capacity of 210 pupil places. The proposed increase to 315 places will deliver sufficient capacity for the school to become a one and half form of entry (45 places per year group) primary school with a proposed completion date of September 2015.

Statutory consultation is required for the proposed expansion as the changes, if approved, would increase the capacity of the school by more than 30 pupils and by more than 25%.

## **INTRODUCTION**

Manor Park School and Nursery is a successful school, achieving a “Good” category from Ofsted at the latest inspection in January 2013.

Originally operating as Norbury Booth Junior School the school was amalgamated with the neighbouring Cross Town Infant School in 2000. Due to falling numbers of children on roll in the area the infant building was closed and the children were accommodated in the junior building which was adapted and reopened as Manor Park Primary School with a reduced intake from 54 to 30 children per year group (1 form of entry). In 2008 a Children’s Centre opened on site and is located in a separate building from the school.

The Headteacher and Governors have confirmed their support for the proposed expansion of the school.

## **BACKGROUND INFORMATION**

### **Knutsford Local Area Partnership (LAP)**

The Knutsford Local Area Partnership (LAP) has 10 primary schools and 1 secondary school covering the areas of Knutsford, Chelford, High Legh, Little Bollington, Nether Alderley and Peover Superior. The total primary school capacity across the LAP is 1684.



**Knutsford LAP**

School Name	Status	PAN 2013	Overall Net Capacity
Bexton Primary School	Community	60	420
Chelford Church Of England Primary School	Voluntary Controlled	9	60
Egerton Primary School	Community	30	210
High Legh Primary School	Community	21	147
Little Bollington Church of England Primary School	Voluntary Controlled	15	105
Manor Park School and Nursery	Community	30	210
Mobberley Church of England Primary School	Voluntary Controlled	20	140
Nether Alderley Primary School	Community	15	105
Peover Superior Endowed (Controlled ) Primary School	Voluntary Controlled	11	77
St Vincent de Paul Catholic Primary School	Voluntary Aided	30	210
<b>Area Totals</b>		<b>241</b>	<b>1684</b>

For school place planning purposes LAP's are often broken down into smaller Planning Areas. These planning areas are based on a number of considerations including, school proximities, pattern of parental preferences, feeder schools to high schools and traditional links between the schools themselves.

**Knutsford Planning Area**

Manor Park School and Nursery is part of the Knutsford Planning Area which consists of 7 primary schools offering a total of 1442 school places. 6 of the schools are feeder /partner primaries for Knutsford Academy with the addition of St Vincent de Paul Catholic Primary whose pupils traditionally transfer to St Nicholas Catholic High School located at Hartford, Northwich, and maintained by Cheshire West and Chester Council.

School Name	Status	PAN 2013	Overall Net Capacity
Bexton Primary School	Community	60	420
Egerton Primary School	Community	30	210
High Legh Primary School	Community	21	147
Little Bollington Church of England Primary School	Voluntary Controlled	15	105

Manor Park School and Nursery	Community	30	210
Mobberley Church of England Primary School	Voluntary Controlled	20	140
St Vincent de Paul Catholic Primary School	Voluntary Aided	30	210
<b>Area Totals</b>		<b>206</b>	<b>1442</b>

Chelford and Peover Superior form part of the Holmes Chapel planning area as they are feeder / partner schools for Holmes Chapel Comprehensive School and Nether Alderley is part of the Wilmslow North planning area and is a feeder/partner school to Wilmslow High School.

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 schools with an overall shortfall of 166 places by 2018. In order to ensure that there are sufficient places for families seeking places at local schools, additional places are needed in this area from 2014 when the number of unused places is forecast to fall to a shortfall of 12 places across all schools and year groups.

This indicated shortfall excludes any level of 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.

To include a desired 4% level of operational surplus (58 additional places) the indicated shortfall of places increases from 166 to 223 by 2018.

Knutsford Planning Area	Number on Roll Oct'12	Forecasts					
		13/14	14/15	15/16	16/17	17/18	18/19
	1373	1422	1454	1498	1531	1572	1608
Forecast Shortfall		20	-12	-56	-89	-130	-166
% Spare Places		1%	-1%	-4%	-6%	-9%	-11%

Knutsford Planning Area	Number on Roll Oct'12	Forecasts					
		13/14	14/15	15/16	16/17	17/18	18/19
	1373	1422	1454	1498	1531	1572	1608
Forecast Shortfall including the 4% Operational Surplus.		-38	-70	-113	-146	-187	-223
% Spare Places		-3%	-5%	-8%	-10%	-13%	-15%

Previous forecasts had indicated a shortfall in the Knutsford area and although the Local Authority has taken measures to alleviate the immediate shortfall, including admission over the Published Admission Number (PAN) at Manor Park further long term measures are necessary to accommodate the anticipated increase in demand due to population growth in this area

## ADMISSIONS

In September 2012, the Local Authority received applications for Knutsford planning area schools in excess of the 206 reception class places available. In response to this immediate shortfall the Local Authority, in agreement with the schools, admitted additional children into a number of schools including Manor Park and by the start of term in September a total of 231 children had been admitted.

The headteacher and Governors of Manor Park supported the Local Authority by agreeing the admission of additional children but no additional accommodation was provided at the time and the school used existing accommodation to accommodate the additional pupils.

For the Reception 2013 intake the Local Authority received a total of 245 first preference applications for the Knutsford planning area schools, which exceeded the 206 places available. To date 211 children have been admitted into the reception classes and although this figure is reduced in comparison to the September 2012 intake the local authority was expecting this slight reduction with demand expected to increase again from 2014 onwards

## Birth Rate Data

Data shows that the intake into reception over the last 3 years is broadly in line with the birth rate admission pool for this planning area. On this basis, it is expected that demand for places will continue to exceed the current 206 reception places available.

Knutsford				
Year	Reception Admissions	Live Births (4 years prior to admission round)	Diff	% Diff
2008	184			
2009	199			
2010	182	212	-30	-14.2%
2011	193	217	-24	-11.1%
2012	231	240	-9	-3.8%
2013	211	216	-5	-2.3%
2014		264		
2015		250		

The changing demographics of Knutsford and the demand for places at the local primary schools indicate that the area has insufficient capacity to accommodate local demand. Although the Local Authority took measures to alleviate the immediate shortfall in Knutsford further long term measures are necessary to accommodate the anticipated increase in demand due to population growth in this area

## **SITE AND BUILDINGS**

Situated in a residential area on the edge of Knutsford town centre. Manor Park School and Nursery was opened approximately 12 years ago following the amalgamation of Norbury Booths Junior and Cross Town Infants. Located on the site of the junior school the new school opened with a reduced capacity taking it from a 54 PAN to a single form of entry primary school with an intake of 30 into each year group.

A Children's Centre was opened on site in 2008. However the site remains large to allow for the expansion and provision of additional classrooms required whilst retaining adequate playground and playing field provision.

The implementation of the proposal would be subject to planning approval under Part 3 of the Town and Country Planning Act 1990.

## **FINANCIAL ISSUES**

The proposed expansion of Manor Park School and Nursery to increase the school's capacity to 315 pupil places and 1.5 forms of entry (FE) is being funded under the Government's Targeted Basic Need Programme. A successful bid has already been secured which will be ring fenced against the proposed expansion of Manor Park School and Nursery. Should the expansion not be approved the funding will have to be returned to the Education Funding Agency.

A feasibility study has been completed to identify the proposed project. This detail will be included within the outline business case, which will be submitted for consideration and approval through the Council's internal financial approval process.

The Capital project will be subject to Cheshire East Councils Capital Programme approval and monitoring process

Further details of Targeted Basic Need programme are available on the DFE website:

<http://www.education.gov.uk/schools/adminandfinance/schoolscapital/a00222248/targeted-basic-need-programme>

**TIMESCALES**

It is proposed that the programme for the implementation of any change would be:

14 January 2014 to 11 February 2014	Formal Public Consultations
18 March 2014	Meeting of the Council's Portfolio Holder for permission to issue Public Notices
3 April 2014 to 30 April 2014	Representation period
June 2014 (date to be confirmed)	Cabinet decision
September 2015	Implementation

**HOW DO I COMMENT ON THE PROPOSALS**

You can complete our electronic feedback form which can be accessed on the Council's website at [www.cheshireeast.gov.uk](http://www.cheshireeast.gov.uk). All views expressed during consultation will be presented to the Council's Portfolio Holder before a decision will be made on whether to progress to the next stage.

**WHAT IS THE NEXT STAGE?**

All responses to this consultation will be collated and presented to the Council's Portfolio Holder at the end of the consultation period requesting permission to proceed to public notices. If permission is given, this will mean that a further representation period will commence for a fixed period of 4 weeks, in line with statutory requirements.

At the end of the representation period, a further report will be prepared and presented to the Council's Cabinet or, if objections are received, to the Council's School Organisation Sub Committee for a final decision on the proposal.

**PLEASE NOTE:**

Where individual queries are received, we will not answer you directly, but we will compile a detailed response to the consultation that will be published on our website with hard copies available on request.

For further information, contact School Organisation and Capital Strategy Team, Cheshire East Council, Floor 7. C/O Municipal Building, Earle Street, Crewe CW1 2BJ, e-mail: [SOCS@cheshireeast.gov.uk](mailto:SOCS@cheshireeast.gov.uk) Tel: 0300 123 5012.

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## Appendix 2

You are invited to comment on Cheshire East Council's proposal to expand Manor Park School and Nursery from a 210 places to 315 pupil places for completion in September 2015, before completing this form, please refer to the consultation documents, which provide the rationale for these proposals.

Please tick the relevant boxes to indicate your views and any comments you may wish to make.

Do you support the proposed expansion, as listed below?	Please tick (    )		
	Yes	No	No View
Manor Park School and Nursery 210 to 315 pupil places			
<b>Comments (if any)</b>			
(Please continue on a separate sheet, if required.)			

Respondent Details	Please Tick ( )	Please name the school
Parent/Carer of pupil(s) attending school		
Governor of a school		
Member of staff at a school		
Pupil at school		
Other (please specify)		

<b>Name:</b>	<b>Date:</b>
<b>Address:</b>	<b>Signed:</b>

Cheshire East Council, School Organisation and Capital Strategy, Floor 7. C/O Municipal Building,  
Earle Street, Crewe CW1 2BJ by the closing date of 11 February 2014

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<b>Consultee</b>	<b>Organisation / School</b>
Council's Web Pages	
Parents/ Carers of Pupils	Manor Park School and Nursery
Pupils	Manor Park School and Nursery
Governing Body – school which is the subject of proposal	Manor Park School and Nursery
Headteacher & Staff - school which is the subject of proposal	Manor Park School and Nursery
Governing bodies, Head teachers , staff and parents at Neighbouring Primary Schools	Bexton Primary
	Egerton Primary
	St Vincents de Paul
	High Legh Primary
	Little Bollington
	Mobberley CE
	Nether Alderley
	Peover Superior
Governing Bodies, Headteacher and staff at the Local High School	Chelford
	Knutsford Academy
Neighbouring Authorities	Trafford LA
	Manchester LA
Diocesan Authorities	Catholic Diocese of Shrewsbury
	Anglican Diocese of Chester
MP(s) of the constituencies affected	Mr George Osborne
Councillors - Ward Members	Cllr George Walton - Chelford
	Cllr Steve Wilkinson - High Legh

	Cllr Stewart Gardiner - Knutsford
	Cllr Olivia Hunter - Knutsford
	Cllr Peter Raynes - Knutsford
	Cllr Jamie Macrae - Mobberley
Local District / Parish where the subject school is located	Knutsford Town Council
	Mobberley Parish Council
	High Legh Parish Council
	Chelford Parish Council
	Nether Alderley Parish Council
	Peover Superior Parish Council
	Plumley with Toft and Bexton Parish Council
	Rostherne Parish Council
	Tabley Parish Council
	Styal Parish Council
UNIONS	Ashley Parish Council
	NAHT
	GMB
	UNISON
	NUT

CONNECTION	SUPPORT / DO NOT SUPPORT PROPOSED EXPANSION	COMMENTS
Other / Unknown	Do not support	<p>You send me a letter regarding the proposed expansion of Manor Park School dated the 10/1/14. I am opposed to the expansion of this particular school.</p> <p>Compared to the other schools in central Knutsford Manor Park as a 1 form entry school is already behind in SATS achievements. At Key Stage 2 it is only achieving 58% at level 4, whereas Bexton achieved 89% (despite being 2 form entry) and Egerton 65% (a fall from recent years). It seems odd that the LEA would like to expand a school which is not achieving particularly well and nearly 1/3 less well than other surrounding schools. I have not included St. Vincents as it is a faith school but, in fact, St Vincents has the best results of all of Knutsford's schools.</p> <p>I am aware, that in Trafford LEA, the Council is making one of their top primary schools (Bowdon Church School) a 3 form intake year from September 2014.</p> <p>They have focused on this primary school because it is super achieving (2nd highest SATS results in the Country). It makes sense to expand a primary school which is achieving well. It does not make sense to expand a school which, ultimately, needs to do better.</p> <p>There are only 30 places at Manor Park School at the moment but even with that small number, the results are poor. What hope is there for an increase to 60 places? It would be far better and feasible (the school being on a large plot) to either increase Bexton School to a 3 form intake (best scenario) or Egerton to a 2 form intake. Egerton has enough room for such expansion (look at Yorston Lodge school, although private, it operates on a much smaller footprint- and I understand central government is now giving minimal space per child in primary schools in any event).</p> <p>I suppose it boils down to this – does the Local Education Authority want Cheshire to be a place people move to, to get into great schools (as in Trafford) or is it happy to promote, at best, mediocrity.</p> <p>You are focusing on the wrong school for expansion.</p>
Parent	Do not support	<p>As per your letter dated 10 January 2014 with regard to the proposed extension of Manor Park, I detail my views below in addition to the feedback form above.</p> <p>1. Manor Park is currently the least preferred school of parent choice within the area, as evident by</p>

		<p>the school preference data available.</p> <p>2. Egerton, Bexton and Mobberley all have a current shortage of spaces available. These are schools of choice due to results data published on Manor Park which appears to be well below the LA averages.</p> <p>3. An extension to either Bexton or Egerton would be preferable providing more parental choice on schools.</p> <p>4. Parking around Manor Park and St Vincent's at school times is currently causing severe disruption with traffic only being able to pass in one direction with a blind bend nearby and traffic trying to join from Thorneyholme Drive. Any proposed increase to this level of traffic would need addressing as the current road system is unable to cope at busy periods.</p> <p>5. I am aware that the Head teacher at Manor Park is part time and this causes me concern for a school that wishes to expand and has poor results.</p>
Parent	Not stated	<p>My son currently attends Manor Park Nursery (which I am delighted with - Mrs Wright and Mrs Padgett create a wonderful environment in which the children can explore and develop). Manor Park is therefore the natural first choice for school place in September. However, I would like to have been aware of the proposed expansion at the time of making this decision. I feel that informing us of the expansion days before the school place application deadline was really unfair. Why was it left until such a late date to inform parents?</p> <p>Please find below a list of questions for your consideration and response.</p> <ol style="list-style-type: none"> <li>1. What are the plans during the time of construction? Particularly on the road outside the school at the beginning and end of the day?</li> <li>2. What will happen if the building is not ready for September? Where will the children go?</li> <li>3. How will the lost outdoor space be replaced - there will be 50% more children in a smaller space?</li> <li>4. How many additional classrooms will be built?</li> <li>5. Why has it been decided to increase by 1.5 rather than doubling?</li> <li>6. How will the organisation of the school need to be modified to accommodate the 1.5 forms of entry increase? E.g. For any two year groups, will there be three classes with 15 children from each</li> </ol>

		<p>year OR one class from the older year, one from the younger and one mixed OR...?</p> <p>7. How does this change the philosophy of the school?</p> <p>8. How are children impacted when their class mates change, rather than staying with the same peers throughout their school lives? How can this disruption be avoided?</p> <p>9. What training and support will teaching staff receive to help them teach across the expanded development spectrum (I.e. Two age groups both of which are likely to have academically stronger and weaker children)? Are there supply staff available who could cope?</p> <p>10. What will happen in terms of organisation and funding if there is a low intake in any one year? If you need clarification on any of my questions please don't hesitate to contact me.</p>
Other (Town Cllr)	Support	<p>Knutsford is already known to struggle for school places.</p> <p>I would support the proposed expansion in principle, however, the impact on the existing school and pupils must be carefully considered.</p> <p>The existing outdoor learning environment (Spinney) should also be protected.</p> <p>In addition – traffic management must also be considered, especially with an increase in pupils and therefore parents potentially driving their children to school. Parents should be encouraged to walk where possible, parking consideration and restrictions should be in place and enforced for the protection of children and others. Walking bus schemes should be considered and introduced, and general road layout improved, to reduce the risk to pedestrians and inconvenience to local residents.</p>
Other	Not known	<p>Please see attached sheet agreeing with the need for extra places in Knutsford and Manor Park being a reasonable choice for expansion. However, more detail is needed regarding the proposal meeting building schools for the future standards and equality act plus consideration of the lack of access for car drop off for me to fully support this solution. If it is a hasty quick fix it will be a poor education for pupils in the long term in Knutsford.</p> <p><b>NEED</b> It is agreed that there is a need for more Primary school places in Knutsford given demand in the area including Mobberley. It must be stressed that this has been proven in the data for the existing population. Should further development as per the Local Plan take place this will increase again demand for Manor Park and Mobberley. Manor Park would be affected by Parkgate and Booths Park proposals for an extra 350 houses. Also Ilford and other Mobberley site proposals could have a further dramatic impact.</p> <p><b>DETAIL MISSING</b> It is stated in the detail that the Manor Park school wishes to expand to 315</p>

		<p>pupils and that the site is large enough. There is no evidence to support this. Have building school guidelines re space been researched? It is also unclear what building and investment is planned to accommodate the extra numbers. A reference to additional classrooms has been made. Are these to be helicoptered in portacabins or a wholesale architects planned alteration to the core building? Have plans for an increase in the assembly hall space to accommodate more indoor pe sessions been considered? How will more pupils be accommodated for meals? Has storage space for coats bags etc. been considered. Has storage space for 50% more 'equipment' been built in? Is the staff room big enough for more staff? Will the car park take more staff and visitor cars?</p> <p>What are the latest thoughts re how 1.5 classes will be run? Will it be 45 kids so 22/3 per class? Or are you planning to have mixed year/ age groups. I would not support the latter. There are serious social emotional challenges to mixing age groups with kids getting separated from friends and being seen to be held back. It can work in a very small rural school of less than 100 but in a 315 pupil school it is a backward step. Ask neighbouring St Vincent's why they wanted to expand to a full class per year situation in recent years.</p> <p><b>ACCESS</b> The school is alongside a main thorough fare road close to another school and on a bus route. There are already congestion problems – as confirmed by a school tweet requesting considerate parking following a recent incident. You cannot ignore this . A travel plan should be fully carried out considering the distances places pupils may travel from. Opening up other access points in the school perimeter should be considered as should any footpath improvements. This should be done in conjunction with the Children's centre &amp; St Vincents. It is on a bus route. Are there any other places that could be parking for drop off etc. Staggered start and finish times maybe.</p> <p><b>LONG TERM</b> My reason for raising these points is to make sure that this expansion is not being done on the cheap quick because pressure for places is so high? If you get these considerations wrong then the usual downside is behavioural issues amongst children as they feel hemmed in. The school is not the first choice of parents in the area with many previously choosing to go across town when there were surplus places. This expansion is clearly not going to be temporary- it will be for the next 10 years and beyond 30 if local plan develops.</p>
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		<p><b>STATUTORY RESPONSIBILITY</b> Also if the correct space, accommodation and educational considerations have not been carefully planned then it may be proven that the expansion will affect the effective and efficient education of children. Something for which the Council and Governing body can be held seriously accountable for.</p> <p><b>ACTION SUGGESTED</b> I suggest that the missing details are researched documented and appraised by an external peer review. E.g. Head Teacher of a school in a neighbouring authority. I suggest that a full travel plan assessment be undertaken to try and uncover any small improvements to access. Lastly I would suggest that any comments in the recent OFSTED are considered to see if investment during this expansion would positively impact.</p>
Other	Do not support.	Parking will be a major issue. My children attend St Vincents which is on the same road and there is a huge amount of traffic congestion at school drop off & pick up. If any more cars arrive, there will be nowhere to park. How about a one-way drop off system?
Pupil Views: Reception		<p><b>Advantages:</b> More children – you can play with them, they could be our friends, make new friends, more teachers – do more learning – the teachers would know different things then you would get to know more things</p> <p><b>Problems:</b> Might not be enough room, If you made the school bigger it would mean you would spend a lot more money, building might shake, it might be too big</p> <p><b>Two options:</b> Option 1 – Make new friends with little children, if your baby sister is 2 they could come and you could say hello to them, show them how to learn, you could give them a cuddle, we could show them how to play, show them how to do the right thing, show them how to write properly, show them how to behave, show them how to make models</p> <p><b>Anything Else:</b> It would be longer if there was more classes</p>
Pupil Views: Reception/Year 1		<p><b>Advantages:</b> We will have new children, We can make new friends, We will have new teachers, It would be exciting to get a new classroom</p> <p><b>Problems:</b> Not enough toys, We might have to separate from our best friends</p>

Pupil Views: Years 1/2		<p><b>Advantages:</b> It would be nice to have little people learning school rules, lots more friends, It would be easier for the parents to drop off their 2 year olds and then drop off their child to school, It would be like a secondary school , It would look new, New teachers, New helpers, More room on the playground, More exciting time at school, more things to do.</p> <p><b>Problems:</b> We need a bigger hall – solved by buying more tables and chairs, The nursery class will have to leave, We need to move our furniture, There might be a couple of bullies</p> <p><b>Two options:</b> Option 1 – the majority want 2 yr olds, They are cute , They might not know who to play with, so we could, More fun , It would be nice for the little ones to see us , My baby brother can come now.</p> <p><b>Anything Else:</b> n/a</p>
Pupil Views: Years 2/3		<p><b>Advantages:</b> Making more friends &amp; learning quicker, More buddies &amp; more help from others, More exciting place to be, A more positive environment, More resources</p> <p><b>Problems:</b> More space in the hall especially lunch times, Playground wouldn't be big enough, Too many people doing PE at the same time, More teachers</p> <p><b>Two options:</b> 16 in favour of Option 1, 6 in favour of Option 2. Option 1 is better because you get an upstairs – More learning areas, More people to see, little sisters and brothers</p> <p><b>Anything Else:</b> Bigger playground</p>
Pupil Views: Year 4		<p><b>Advantages:</b> We would have more people to play with</p> <p><b>Problems:</b> We would need more equipment , Cost money to build, It would be crowded.</p> <p><b>Two options:</b> Option 1 – 3, Option 2 – 24. Overall, the class like the stairs, Option 1 would take up the playground</p> <p><b>Anything Else:</b> Stairs would be unsafe</p>



<p>Pupil Views: Year 5</p>		<p><b>Advantages:</b> More room, More pupils, More teachers, More opportunity for 2 yr olds, More popular, More friends, Better learning environment – newer classrooms</p> <p><b>Problems:</b> More money for furniture, May need map , Rota for spinney/playground, Bigger playground, Bigger hall – longer lunch, More equipment</p> <p><b>Two options:</b> Option 1 – 24, Option 2 – 1 (cheaper). Option 1 because 2 year olds gain more education, more exercise going up stairs and more room on playground.</p>
<p>Pupil Views: Year 6</p>		<p><b>Advantages:</b> Look important – more people may come to the school, Publicity, Wider range of ability – Better sports people</p> <p><b>Problems:</b> Fitting in 3 sittings in an hour – longer lunchtime classrooms, Room in the playground, Restricted view from buildings being in the way – expand playground?, more toilets needed</p> <p><b>Two options:</b> Option 1 – 28 – there will be room for 2 yr olds, more spare rooms wont block the playground, Get used to stairs for high school</p>

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Equality impact assessment is a legal requirement for all strategies, plans, functions, policies, procedures and services under the Equalities Act 2010. We are also legally required to publish assessments.

### Section 1: Description

Department	Children and Families Services		Lead officer responsible for assessment		Tony Crane	
Service	School Organisation		Other members of team undertaking assessment		Barbara Dale	
Date	24 February 2014		Version		2	
Type of document (mark as appropriate)	Strategy	Plan ✓	Function	Policy ✓	Procedure	Service
Is this a new/existing/revision of an existing document (mark as appropriate)	New ✓		Existing		Revision	
<p>Title and subject of the impact assessment (include a brief description of the aims, outcomes, operational issues as appropriate and how it fits in with the wider aims of the organisation)</p> <p>Please attach a copy of the strategy/plan/function/policy/procedure/service</p>	<p><b>Permission to issue Public Notice on the proposed expansion of Manor Park School and Nursery, Knutsford from 210 places (1FE) to 315 school places (1.5FE) for implementation for September 2015.</b></p> <p>There are any other associated policies and procedures as set out below:-</p> <ul style="list-style-type: none"> <li>Targeted Basic Need Programme - The programme was launched in March 2013 to provide additional funding for school places in areas where they are most needed. Local authorities were invited to bid for funding for new schools, or to expand existing outstanding and good schools.</li> <li>Statutory consultation was undertaken on the proposal as the changes, if approved, will fall within the category of a significant enlargement as the additional accommodation proposed for Manor Park School and Nursery would increase the capacity by more than 30 pupils and by more than 25%.</li> <li>The Local Authority must comply with statutory requirements as set out in The Education and Inspections Act 2006 (EIA 2006) and the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 that came into force on 28 January 2014.</li> </ul> <p>The aims, objectives and outcomes of this proposed change are as follows:-</p>					

	<p>The Local Authority is proposing the expansion of Manor Park School and Nursery, which has a current capacity of 210 pupil places. The proposed increase to 315 places will deliver sufficient capacity for the school to become a one and half form of entry (45 places per year group) primary school with a proposed completion date of September 2015.</p> <p>The outcomes of consultation are summarised in a report to the Portfolio Holder for a decision to progress to the next stage of the process and issue public notices. In deciding whether or not to give permission to publish proposals it is a requirement both under DfE guidance and case law that the decision maker should consider the views expressed during consultation and take into account the Equality Impact Assessment. It is therefore imperative that full details of all views submitted are made available at the decision meeting.</p>
<b>Who are the main stakeholders?</b> (eg general public, employees, Councillors, partners, specific audiences)	<ul style="list-style-type: none"> <li>• Children and their parents and carers</li> <li>• Headteachers of schools in Knutsford</li> </ul>

## Section 2: Initial screening

<b>Who is affected?</b> (This may or may not include the stakeholders listed above)	<ul style="list-style-type: none"> <li>• Children and Young People</li> <li>• Parents / Carers</li> <li>• Schools</li> </ul>
<b>Who is intended to benefit and how?</b>	Young Children and their parents and carers in the Knutsford area.
<b>Could there be a different impact or outcome for some groups?</b>	This proposal will have a positive impact for members of the local community.
<b>Does it include making decisions based on individual characteristics, needs or circumstances?</b>	Any decision on the proposal will not be based on any individual characteristics, needs or circumstances.

# EQUALITY IMPACT ASSESSMENT FORM

## Appendix 5

Are relations between different groups or communities likely to be affected? (eg will it favour one particular group or deny opportunities for others?)											
Is there any specific targeted action to promote equality? Is there a history of unequal outcomes (do you have enough evidence to prove otherwise)?			Consultation commenced on 14 January 2014 and ended on 11 February 2014. Stakeholders were invited to offer feedback on the proposal and a summary was presented to the Portfolio Holder meeting.								
Is there an actual or potential negative impact on these specific characteristics? (Please tick)											
Age	Y	N ✓	Marriage & civil partnership	Y	N ✓	Religion & belief	Y	N ✓	Carers		N
Disability	Y	N ✓	Pregnancy & maternity	Y	N ✓	Sex	Y	N ✓	Socio-economic status		N
Gender reassignment	Y	N ✓	Race	Y	N ✓	Sexual orientation	Y	N ✓			
What evidence do you have to support your findings? (quantitative and qualitative) Please provide additional information that you wish to include as appendices to this document, i.e., graphs, tables, charts										Consultation/involvement carried out	
										Yes	No
Age			This will positively impact on the number of school places for young people of primary school age in the Knutsford area and thereby increasing opportunities for parental choice, in line with DfE guidance.							✓	
Disability			The proposal will have a marginally positive impact on young people and parents with a disability because the provision of additional places will overall provide sufficient places closer to person's place of residence. The proposal							✓	

	will also offer greater parental choice for those families with wider caring responsibilities for household members with a disability.		
<b>Gender reassignment</b>	<p>Admission Authorities are bound by the Admissions Code and Regulations and this does not allow for any discrimination in this respect.</p> <p>However, given the very young age of the pupils it is unlikely that any issues will arise in relation to these protected characteristics.</p>	✓	
<b>Marriage &amp; civil partnership</b>	<p>Admission Authorities are bound by the Admissions Code and Regulations and this does not allow for any discrimination in this respect.</p> <p>Admissions to the school are made following the published admission arrangements and over subscription criteria. All applications are considered against the over subscription criteria on a equal basis without reference to the marital status of the parent/carer.</p>	✓	
<b>Pregnancy &amp; maternity</b>	<p>Admission Authorities are bound by the Admissions Code and Regulations and this does not allow for any discrimination in this respect.</p> <p>Admissions to the school are made following the published admission arrangements and over subscription criteria. All applications are considered against the over subscription criteria on a equal basis without reference to the status of the parent/carer</p>	✓	
<b>Race</b>	<p>Admission Authorities are bound by the Admissions Code and Regulations and this does not allow for any discrimination in this respect. 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 Knustford 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>The local authority has no reason to believe that any proposed expansion of schools would result in an overall change to the current demographics.</p>		
<b>Religion &amp; belief</b>	Admission Authorities are bound by the Admissions Code and Regulations and this does not allow for any discrimination in this respect. The school proposed for expansion is a Community school and admission applications are considered against the Local Authority's published admission arrangements and over subscription criteria. Religion and belief do not form part of the admission arrangements or over subscription criterion and all applications will be considered on an equal basis irrespective of religious belief.	v	
<b>Sex</b>	Based on the October 2012 School Census the gender balance between girls and boys currently attending Manor Park School and Nursery is 54 % male and 46 % female. This compares to a combined school population across Knutsford of 49% male and 51% female.	v	
<b>Sexual orientation</b>	Admission Authorities are bound by the Admissions Code and Regulations	v	

# EQUALITY IMPACT ASSESSMENT FORM

## Appendix 5



	and this does not allow for any discrimination in this respect. However, given the very young age of the pupils it is unlikely that any issues will arise in relation to these protected characteristics.		
<b>Carers</b>	The proposal will have a marginally positive impact on persons with dependents and will offer greater parental choice for those families with wider caring responsibilities.	<b>v</b>	
<b>Socio-economic status</b>	It is considered that the proposal will have a positive impact on those children/young people included in this group as the proposal, if agreed, will provide more places locally for local families.	<b>v</b>	
<b>Proceed to full impact assessment? (Please tick)</b>	<b>Yes</b>	<b>No</b> <b>v</b>	<b>Date</b>

If yes, please proceed to Section 3. If no, please publish the initial screening as part of the suite of documents relating to this issue

### Section 3: Identifying impacts and evidence

This section identifies if there are impacts on equality, diversity and cohesion, what evidence there is to support the conclusion and what further action is needed

Protected characteristics	Is the policy (function etc....) likely to have an adverse impact on any of the groups?  Please include evidence (qualitative & quantitative) and consultations	Are there any positive impacts of the policy (function etc....) on any of the groups?  Please include evidence (qualitative & quantitative) and consultations	Please rate the impact taking into account any measures already in place to reduce the impacts identified High: Significant potential impact; history of complaints; no mitigating measures in place; need for consultation Medium: Some potential impact; some mitigating measures in place, lack of evidence to show effectiveness of measures Low: Little/no identified impacts; heavily legislation-led; limited public facing aspect	Further action (only an outline needs to be included here. A full action plan can be included at Section 4)



# **EQUALITY IMPACT ASSESSMENT FORM**

## **Appendix 5**

Age				
Disability				
Gender reassignment				
Marriage & civil partnership				
Pregnancy and maternity				
Race				
Religion & belief				
Sex				
Sexual orientation				
Carers				
Socio-economics				
Is this project due to be carried out wholly or partly by contractors? If yes, please indicate how you have ensured that the partner organisation complies with equality legislation (e.g. tendering, awards process, contract, monitoring and performance measures)				

### **Section 4: Review and conclusion**

Summary: provide a brief overview including impact, changes, improvement, any gaps in evidence and additional data that is needed
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Specific actions to be taken to reduce, justify or remove any adverse impacts	How will this be monitored?	Officer responsible	Target date
Concern expressed about 2013 Key Stage 2 results:-	<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.</p> <p>In addition to the key stage results a school is also measured on its Value Added Score. 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. 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 school.</p>		
Please provide details and link to full action plan for			

# **EQUALITY IMPACT ASSESSMENT FORM**

## **Appendix 5**



<b>actions</b>			
<b>When will this assessment be reviewed?</b>	Further analysis to asses impact on the protected characteristics will be conducted over the coming weeks and if appropriate an updated EIA will be presented to the decision maker at the end of the 4 week representation period.		
<b>Are there any additional assessments that need to be undertaken in relation to this assessment?</b>			
<b>Lead officer signoff</b>		<b>Date</b>	
<b>Head of service signoff</b>		<b>Date</b>	

**Please publish this completed EIA form on your website**

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