

## **CABINET**

**17 APRIL 2012**

# **OUTCOMES OF CONSULTATION FOR THE PROPOSED PRESCRIBED ALTERATIONS AT WAINSCOTT PRIMARY SCHOOL**

Portfolio Holder: Councillor Les Wicks, Children's Services

Report from: Rose Collinson, Director of Children and Adults

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### **Summary**

This report outlines the outcomes of the consultation period on the council's proposals to expand the lower age range and enlarge the premises at Wainscott Primary School, by way of statutory prescribed alterations.

## **1. Budget and policy framework**

- 1.1 The proposals to make prescribed alterations to Wainscott Primary School are consistent with the provisions of the School Organisation Plan 2011-16, which flows from the Children and Young People's Plan (policy framework) and is within budget, therefore this is a matter for Cabinet.

## **2 Background**

- 2.1 On 1 November 2011 the Cabinet considered and approved Medway Council's School Organisation Plan 2011-2016 and the related action plan. Under decision 143/2011 the Cabinet approved the commencement of a feasibility study, and to undertake statutory consultation in relation to the alteration of the lower age limit from four to three, together with the physical expansion of the premises at Wainscott Primary School, as set out in the action plan.
- 2.2 The first stage in the statutory process required the council to hold a period of informal public consultation, and this took place over a seven-week period between 9 January 2012 and 26 February 2012, and the results of this are set out in sections 4, 5 and 6 of this report.
- 2.3 As part of the annual round of admissions consultations, the Cabinet have conditionally approved the increase in the Published Admission Number (PAN) at Wainscott from 30 to 45 from 1 September 2013, dependent upon the approval of the proposals as set out in section 3.

### **3. The Proposals**

- 3.1 The proposals are, by way of statutory prescribed alterations;
- a) To alter the lower age limit at the school, which will enable the school to admit pupils from the age of three instead of four as it does currently.
  - b) To enlarge the premises to provide adequate accommodation for the additional children who will attend the school as a result of the alteration as described in a) above, as well as the extra pupils likely to request a place at the school now that the admission number has increased to 45 from 30.
- 3.2 It is proposed, subject to the outcome of the consultation period and subsequent period of statutory representation, to implement the changes on 1 September 2013.

### **4. Results of the Consultation**

- 4.1 There is a requirement to conduct an informal consultation where the views of all interested parties can be expressed, and all views taken into consideration.
- 4.2 The period of informal public consultation, where proposals were published and made available to interested parties, ran for seven weeks from 9 January 2012 to 26 February 2012. The process included;
- public consultation documents circulated to the stakeholders and organisations listed in Appendix 1;
  - publication of the consultation document on Medway Council's website, which included an online response form, and on the schools forum;
  - a press notice placed in local newspaper to notify the public of the consultation period.
  - a meeting with governing body on 16 January 2012
  - a public meeting held at the school on 25 January 2012. (Transcript attached as appendix 4)
- 4.3 In response to the number of comments raised during the course of the consultation period and at the public meeting, a Frequently Asked Questions (FAQ) document has been prepared to give response and further explanation to the concerns raised. This is attached separately as appendix 5, and is published on the council's website in conjunction with the consultation document. The FAQs have also been circulated to all parents, staff and governors at the school, and will accompany the full proposals sent to interested stakeholders should The Cabinet approve officers recommendation to progress to a period of statutory representation.
- 4.4 There were 45 written responses in total to the consultations in the form of reply slips, letters, and completion of online surveys, which were broken down as set out in sections 5 and 6 below.

## 5 Proposal to alter the lower age limit from four to three

5.1 The public consultation document (attached as Appendix 3) asked for a ticked response to one or other of the following statements:

*“ I approve of the proposal to alter the lower age limit from four to three at Wainscott Primary School” or*

*“ I object to the proposal to alter the lower age limit from four to three at Wainscott Primary School”*

5.2 During the consultation period, 42 responses were received to this proposal, of which 29 were supportive and 13 objected.

5.3 Of the responses in support of the proposal, seven were from parents, four from staff at the school including the headteacher (response attached as appendix 6), six local residents, seven from other Medway schools and nurseries, one from the local MP, and there was a single joint response in favour from the governing body (Attached as appendix 6) as well as three individual responses from governors.

The objections came from; five parents, five local residents, the head teachers of two other Medway schools, and one from the Southwark Catholic Diocese (attached as appendix 7).

5.4 The response form also provided space for further comment. The comments have been summarised against a series of categories matching the comments and concerns of the respondents in the tables below. *Some respondents offered more than one comment, and some reasons were included in more than one response, which results in the total number of reasons in the table below not matching exactly with the number of response sheets received.*

### **Reasons for approval (27 were received which included the following)**

18	No reason given
2	It's a good idea
8	Will provide continuity of provision, although one respondent stressed the need for the quality and quantity of staff to be appropriate.
1	Approved but with reservations over extra traffic and the impact upon Smilers nursery

### **Reasons for objection (15 were received which included the following)**

3	Potential negative impact on the pupil numbers at other schools
7	Age three is too young to start formal schooling, and nursery provision is more suitable; and Smilers is already in place.
2	Class sizes will be too big
3	Concerns over parking and the amount of increased traffic in the village.

## 6 Proposal to enlarge the physical premises to accommodate the additional pupils

6.1 The public consultation document (attached as Appendix 3) asked for a ticked response to one or other of the following statements:

*“ I approve of the proposal to enlarge the premises at Wainscott Primary School”*  
*or*

*“ I object to the proposal to enlarge the premises at Wainscott Primary School”*

6.2 45 responses were received to this consultation, of which 27 supported the proposal, 17 objected, and one wanted assurances of sufficient quantity and quality of teaching staff before approving the proposal. Some approvals came with conditions or reservations.

6.3 Of the responses that supported the proposal, six came from parents, five from local residents, five from members of staff at the school including the head teacher, six from head teachers at other Medway schools and nurseries, four from governors including one response from the Wainscott governing body, and one from the local MP.

6.4 The objections came from seven parents, seven local residents and of the three remaining responses two were from head teachers at other local schools and one from the Catholic Diocese.

6.5 The response form also provided space for further comment. The comments have been summarised against a series of categories matching the comments and concerns of the respondents in the tables below. *Some respondents offered more than one comment, and some reasons were included in more than one response, which has resulted in there being a higher number of reasons shown, in the tables below, than actual response sheets received.*

### **Reasons for approval (27 were received which included the following)**

12	No reason given
7	Will give a chance for more local children to attend the best school in the area
2	Will give a better chance to parents to avoid having children at different schools
1	Will help working mothers, and give children a good start.
2	Approve, but with reservations about potential increased traffic problems
1	Approve but with concerns over the future of Smilers
4	Increased funding enabling better resources and facilities leading to better education for the children
1	Approved but with concerns about the half form entry element making class organisation difficult

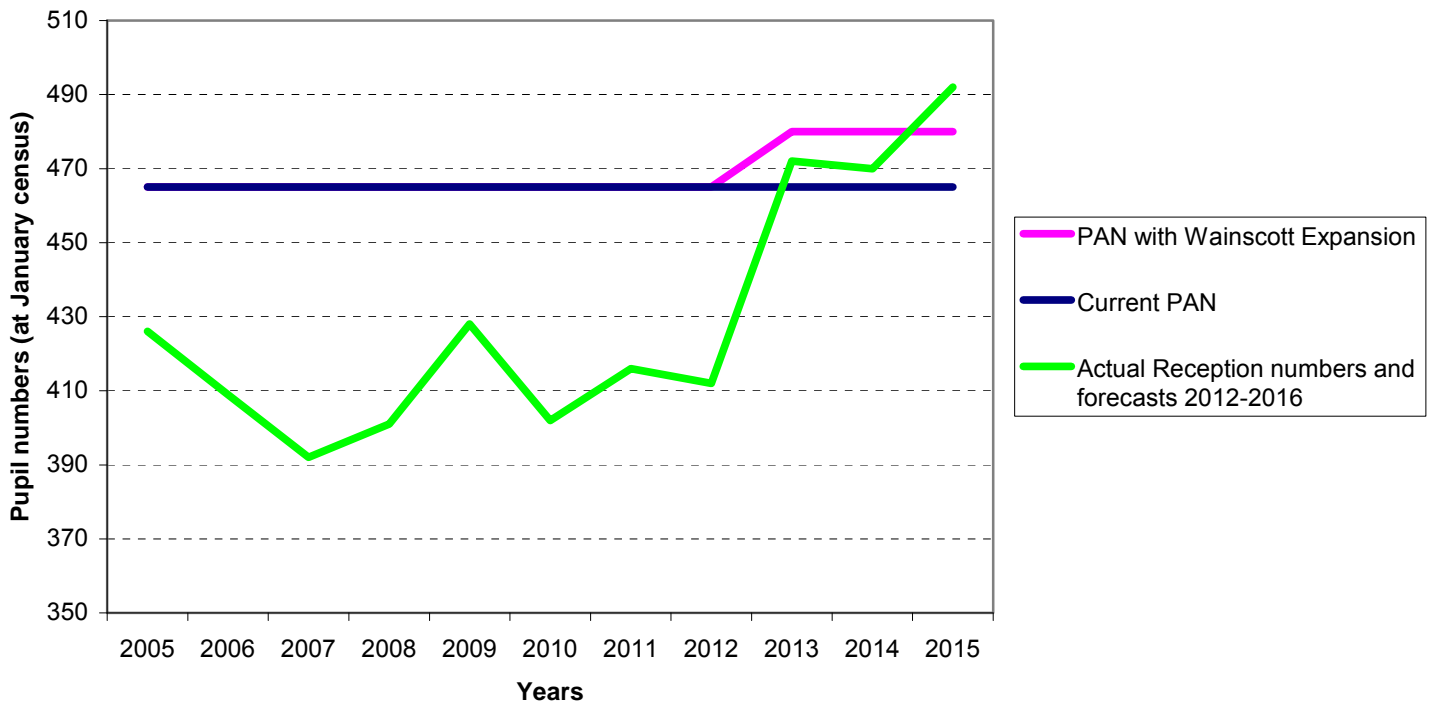
## Reasons for objections (24 were received which included the following)

3	Impact upon other local schools roll numbers
2	Concerns over class sizes for key stage 2 children, and where funding will come from for additional teaching staff
3	Disruption for pupils from site noise which may affect their ability to concentrate
2	The school will lose its small school 'village' atmosphere
9	Concerns over traffic problems which already exist and will be exacerbated
2	Concerns over how classes will be organised as a 1.5FE
1	Would need assurances that fully qualified teachers would be engaged
1	Believes that the increase should commence from reception only in 2013, allowing the school to expand over a seven year period
1	A new school should be built on a more accessible site

### 7 Advice and analysis

- 7.1 Wainscott is a community primary school, which currently provides education for pupils aged 4 to 11. The school is popular with parents, and at its last full Ofsted inspection in 2006 was rated as 'Good'. An interim assessment in 2010 confirmed that this rating was being maintained.
- 7.2 Under its current admissions arrangements (PAN 30), the school has been consistently oversubscribed and for the September 2011 reception class intake received 53% more first preferences than places available.
- 7.3 The proposals to expand the provision at Wainscott Primary School are demanded, and the popularity of the school is likely to continue due in the main to an increasing local population, with ongoing developments including the adjacent Liberty Park and Sandacres at Upnor likely to continue to produce future demand.
- 7.4 In the recent round of school admissions consultations, to take effect from September 2013, consultation took place to increase Wainscott's Published Admissions Number (PAN) from 30 to 45. That proposal has been approved conditionally, subject to the future approval of the proposals as set out in section 3.
- 7.5 National policy emphasises that the local authority has a key role to support parents and families through promoting a good supply of strong schools and should focus on supplying enough good spaces rather than reducing surplus places. Medway's School Organisation Plan principles state that popular and successful schools should expand.
- 7.6 It is not expected that the proposals will have a detrimental impact upon the numbers or standards at the other primary schools in Strood. Forecasts indicate that without expansion of provision in the area, there will most likely be a shortage of spaces in reception classes from 2013, and the expansion of Wainscott will help to alleviate that pressure.

*This graph shows the increase expected in the Strood area for reception classes*



7.7 The remainder of this section sets out officer responses to the issues and concerns raised during the consultation period and highlighted in sections 5 and 6 above; not only from the written responses we have received but also from the public meeting and meeting with governors.

7.8 **How will the council avoid an increase in the traffic through the village?**

Some respondents expressed a concern that traffic around the school can cause problems when parents drop off and pick up children, which impacts on local residents.

As part of the feasibility study, officers will examine the options available to make access to the school safer and more suitable for all stakeholders. The council's Highways and Road Safety teams will be involved in discussions around this.

It is also envisaged that there will be a pedestrian entrance from the future Liberty Park development at the Eastern boundary of the school, which should further help to avoid a concentration of pupils and parents in one place, and help to take some traffic away from the village centre.

7.9 **How will the classes be arranged, and will class sizes exceed 30?**

Some respondents were concerned that a PAN of 45 would result in larger class sizes.

The admission number of 45 does not mean that there will be 45 children in any of the classes at the expanded school. This is the number of children that the school can admit to a year group, but the school will organise children into appropriate class sizes.

National legislation exists which prevents schools from having infant classes (Years R, 1 and 2) with more than 30 children.

It will be the responsibility of the school to organise the classes, and they have stated that it is their intention to have two classes per year group in Key Stage 1. They hope the school will have become a 2 Form Entry school by the time these children reach Key Stage 2 and they will be able to have two classes of 30 in each year group. However, as they do not yet know the exact numbers of pupils that will apply for the school, it may become necessary to have some mixed year groups in Key Stage 2 until numbers increase. The school's aim is to have no classes in Key Stage 2 that exceed 30 pupils. These methods of organisation are used in other Medway Schools where the admission number is 45, and no primary schools in Medway have class sizes significantly higher than 30 in each class.

The physical expansion of the school will include additional classrooms, designed to accommodate 30 pupils in each.

**7.10 Will being 1.5 Form of Entry (FE) be difficult for the school to manage, why not go straight to 2FE?**

The expansion is proposed in stages to meet demand at the point at which it is needed, without having a detrimental effect upon Wainscott and other local schools, and this phasing reflects the demand as it is currently forecast. The school and governors have been consulted from the outset on this element of the proposals, and are supportive of the phased expansion, and the school will plan changes carefully, if the proposals are approved.

**7.11 Is there sufficient demand to warrant the extra places in the wider Strood area?**

Demand in the immediate area generally is expected to increase. This is caused by the dual effect of more people moving into the area into new developments such as Liberty Park and Sandacres at Upnor, and the increase in the birth rates both locally and across Medway.

The number of children expected to need to access Reception places in Strood is therefore expected to increase by around 80 children overall in the next five years. This additional demand will be met in part by surplus capacity in existing schools, and this alongside the expansion of Wainscott will ensure that we have the right number of places, with no negative impact on other schools in the area.

**7.12 Who will provide the funding for extra teaching staff?**

Schools are funded per pupil on roll at the school, and so funding will increase in line with the numbers of children attending the school. There will be an increase in the number of staff engaged at the school to provide appropriate specialist knowledge, expertise and support to cover the expected increase in numbers and the wider age range

**7.13 What would happen to the additional pupils if the school does not expand?**

Those children unable to obtain a place at the school will continue, as now, to travel to alternative schools. We understand there is currently a walking bus that takes children from the Liberty Park development through Wainscott and onto Temple Mill.

As the Liberty Park development expands, the numbers of children from the local area unable to gain a place at Wainscott will increase, and we anticipate that there is unlikely to be sufficient places available in the area to satisfy the demand.

**7.14 How will the enlargement of the school affect the small school ethos and the popularity of the school?**

Wainscott is a good school that is popular with pupils and parents, and we are confident that the strong leadership at the school will ensure that the school continues to be successful, popular and the focal point for the community.

The school are confident that the benefits that arise from a larger school will enable them to provide an excellent education for all the pupils that attend the school, and that this does not mean losing the 'village' ethos of the school. It is intended that the school should cater for all of the children living in Wainscott and not just some, which would lead to an even greater sense of community.

**7.15 How will the expansion impact upon other schools?**

The expansion is intended to serve as necessary additional provision for the people of Wainscott and the surrounding areas, and is not intended to replace any existing schools or reduce their numbers. Demand is growing in the area as a whole (see section 7.6), and there will be sufficient demand to justify the expansion. The planned expansion is consistent with the level of oversubscription at the school in recent years and phasing the expansion in line with expected demand will reduce any impact upon other schools in the area.

**7.16 Will attending the new nursery guarantee admission into the reception class?**

No priority is given to children attending a nursery attached to a school when applying for a Reception place. This ensures that families who chose not to use a school's nursery provision are not disadvantaged when applying for a place in the main school.

**7.17 Is it right for children to start school so young?**

It is not compulsory to send a child to school at age 3; the legal age when children must start school is 5. Just over half of the primary schools in Medway offer foundation stage places to children from the age of 3 years. This provision allows schools to provide a really good, high quality start to children's learning by offering foundation stage places for children aged 3 years that are led by qualified early years teachers, and in learning environments suitable for young children.

There has been extensive research and subsequent evidence, which informs of the most effective way to introduce young children into learning. The evidence shows that teachers forming part of the staff in a setting will tend to result in a



better experience for children, with improved cognitive and behavioural outcomes which are long lasting and significant, however it would be wrong to argue that only teachers are capable of giving children a good early years experience.

Medway's policy of developing good quality school based provision for younger children, the increase in the number of teachers and graduate early years professionals working with 3 year olds, and the development of Sure Start Children's Centres across Medway has contributed to an improvement in early years outcomes for young children in Medway.

#### **7.18 What will happen to Smilers nursery?**

Smilers nursery have a lease agreement to use land and buildings on the school site. Subject to the outcome of this consultation, it is likely that these arrangements will need to change, because of the proposed development of an integrated nursery at the school and because of changes to buildings on site.

This does not mean that the provision provided by Smilers currently is inadequate, rather it is about considering the long-term needs of young children in the local area, and creating a school that reflects the shape of education in the 21<sup>st</sup> Century.

Like other schools, Wainscott Primary will want to ensure the availability of childcare and out of school hours care for children attending the school. Therefore, as the expansion of the school takes place, the school may need to work with other providers such as Smilers. In addition to the Council funded places for 3 year-olds, Smilers currently operates a successful business providing day care for younger children, and out of school hours care for school children.

There are several examples in Medway of thriving childcare businesses operating on the site of schools that themselves have full foundation stage provision for children from age 3 years.

Equally, there are examples of childcare business operating in local communities, but not physically on a school site that work collaboratively with schools to serve the childcare needs of local families.

#### **7.19 Why expand at Wainscott when new schools are planned for Lodge Hill?**

The proposed development at Lodge Hill will provide two additional primary schools and an expanded Chattenden Primary, which will be sufficient to cater for the increase in pupils likely to reside in the development. This expansion will be in addition to the proposed expansion of Wainscott Primary School.

#### **7.20 How will the council manage the disruption to the children's education whilst building works are ongoing?**

The Local Authority are experienced in managing the delivery of projects on schools sites, working closely with the schools to minimise disruption for the children and staff; planning the stages of delivery carefully, and using school holidays where possible to carry out works that may otherwise cause disruption. Recent examples include projects at Lordswood, Thames View, Oaklands, All Faith's and Walderslade Primary Schools.

Part of the feasibility study will concentrate on this important aspect and will include consultation with the school and parents to ensure that disruption is kept to an absolute minimum.

**7.21 Why do you have to phase the building works, won't this add to the disruption?**

The need to expand the school is aligned to the demand for places, and our forecasts indicate that 1.5 Form Entry (FE) from September 2013 is the requirement. Expanding to 2 FE at this stage would most likely have a detrimental effect on other local schools, or result in spare accommodation at the school, which would be a drain on resources.

At this time, it is unclear when the remaining phases of the Liberty Park development will commence, and until we know, we cannot be certain when the need for a full 2 FE school will arise.

**7.22 Do the council have the funds to pay for this expansion?**

When new housing developments are built, the developers are required to pay a contribution towards the cost of any new school provision that is required to provide for families on that development. In this case, developer contributions from the Liberty Park and other local developments will be combined with basic need grant funding that the council receives from central government to fund the expansion. The funding for this project has already been identified and is available.

**7.23 Do the council intend to demolish the old Victorian school building?**

No decision has been made as to how the expansion will impact upon any of the current school buildings. The Local Authority will take into consideration the views of all key stakeholders before any decision is made. The feasibility study will look at a number of options as to how best expand the school for the benefit of the children and the community.

**7.24 What will happen to the Air Training Corps (ATC) group?**

The ATC hold a lease on the building they currently occupy until 2015, and so unless there is a mutual agreement for them to relocate, they will stay in place at least for that time.

**7.25 Will there be enough playing fields for the number of children at the extended school?**

As part of the agreement with the developer there is a condition in place that gives the school additional land immediately to the west of the current playing field. This will ensure that the school will have sufficient playing fields once expanded.

**7.26 When is the housing development likely to be completed?**

At this stage, it is unclear when further stages of the development will be completed, but the council's planning department are in contact with the developer, which will ensure that we can plan further expansion when required.

**7.27 Is the decision already made, and is the council just going through the motions with the consultation?**

No decision has been made in relation to the expansion of Wainscott School. At the moment these are just proposals, and can be progressed, amended or withdrawn. This consultation is just the first stage in the democratic and statutory process, and all opinions will be carefully considered at each stage before a decision is taken to progress to the next.

**7.28 Will the public/parents/staff/children have input into how the new buildings are designed?**

A full public consultation will take place as part of the planning process at which point representations can be made. The council will work with the school and the community to provide a facility that has received input from all interested stakeholders, one that will provide the children with the best education experience possible and one of which the community can be proud.

**7.29 What community facilities will there be at the new school?**

As part of the development of the project, the views and opinions of interested stakeholders will be considered, and the school will be designed with these in mind, and delivered where possible and practical. However, the available funding is principally for educational provision and so any community users may need to share those facilities.

**7.30 Why have plans for the new buildings not been developed and presented as part of the consultation?**

There are separate strands to the consultation process, and this one deals with the principle of expanding the school premises and age range. We will engage further at a later stage with the school and other stakeholders, around the development of the planned building works.

**7.31 What if planning permission isn't granted?**

The proposals to enlarge the school and extend the age range would be conditional upon the necessary planning permissions being granted following the required public consultation.

**7.32 What are the next stages in the process?**

The consultation period ended on 26 February 2012, and this report highlights the outcomes of the consultation period and includes comments and recommendations from the Children and Young People Overview and Scrutiny Committee.

Should the Cabinet, having considered the responses, agree to move to the next stage in the process, then a further period of consultation known as statutory representation will take place. This will last for six weeks and give interested parties the opportunity to formally object to the proposals.

The proposals can be approved, modified or withdrawn in the light of feedback received. Should the proposals be approved officers will recommend to Cabinet that they be conditional upon planning permission being granted for the physical expansion of the buildings.

Feasibility studies are being carried out alongside this consultation, which will consider the options available for the most effective way to access the site, and the arrangement of the buildings. Once this has been considered, there will be further public consultation as part of the planning process.

## **8 Public consultation meeting**

- 8.1 A public meeting was held at the school on the evening of 25 January 2012, where interested stakeholders were invited to listen to the proposals and then to ask any questions and raise concerns. The meeting was chaired by Councillor Wicks, with an officer panel made up of; Rose Collinson (Director of Children and Adults), Chris McKenzie (Head of School Organisation and Student Services) and Mark Holmes (Early Years Strategy Manager).
- 8.2 The meeting was used to test proposed new public meeting procedures, which included the role of an observer panel; the revised process for school organisational review public meetings is attached as appendix 8. The new procedures will ensure that the consultation is clearly, accurately and transparently reported, ensuring confidence in the council's consultation process.
- 8.3 The observer panel was made up of members from each of the political groups represented on the Council. These were Councillors Iles, Price, Smith and Stamp; Councillor Wildey attended as the Cabinet representative. The role of the observer panel was to ensure that all the points and concerns raised at the meeting, and the responses given, are accurately reflected in this and the subsequent Cabinet reports.
- 8.4 A drop-in open session was held on Wednesday 29 February at Gun Wharf, whereby members of the Observer Panel, Cabinet and the Children and Young People Overview and Scrutiny Committee were invited to review the written responses to the consultation, the Frequently Asked Questions document and the transcript of the public meeting. The following represent the views of the observer panel;
- 8.5 Councillor Diana Smith felt the extended role of the observer panel was a positive one; giving the opportunity to have more involvement in the meeting, and to be able to review and ask questions. The FAQ document was seen as a good way to answer the concerns and questions raised by stakeholders.
- 8.6 Councillor Adam Price, having reviewed the responses, believed them to be broadly positive, although he was keen to ensure that the traffic issues are looked into and careful consideration given to this concern within the planning and design process. Councillor Price also thought the FAQs, as well as the new meeting procedures, helped the process to be transparent, and enabled the consultation to be dynamic and interactive.
- 8.7 Councillor Iles believed that the observer panel was a good idea, and enabled those members of the panel to gain a better understanding of the issues and concerns of the stakeholders; this in turn ensured that these concerns were then reported back to committee accurately.

8.8 Councillors Stamp and Wildey were not able to attend the open session, but did look at the report and responses prior to the Overview and Scrutiny meeting.

## **9 Diversity Impact Assessment**

9.1 A Diversity Impact Assessment screening form is attached as Appendix 2. The DIA looks at how the proposed changes could impact upon various groups. The report shows that there could potentially be some impact upon certain groups based upon age, however it shows that any impacts are expected to be positive ones.

## **10 Impact of the proposal on arrangements for looked after children**

10.1 Looked after children receive the highest priority for admission to all Medway schools. If necessary, the Admissions Code allows the council to place looked after children in schools that would otherwise be deemed to be full. This ensures that the council can secure appropriate provision for children that are looked after by the local authority. This strategy covers both mainstream and special schools and as such includes Wainscott Primary School.

## **11 Publication of a statutory notice**

11.1 If Cabinet accepts the recommendation to progress the proposals further, it would be necessary to publish a statutory notice and formal proposals of the proposed changes to Wainscott Primary School, by way of prescribed alterations, to provide an opportunity for formal objection. This would run for a six-week period from 11 June 2012 through to 22 July 2012. The process would follow the guidelines set out in "Making changes to a Maintained Mainstream School (A guide for Local Authorities and Governing Bodies)", and "The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007".

11.2 Cabinet are also requested to approve that should no objections be raised during the statutory period, the determination on the proposals be delegated to the Director of Children and Adults in consultation with the Portfolio Holder for Children's Services. However if any formal objections are received during that time then the decision will revert to Cabinet.

## **12 Children and Young People Overview and Scrutiny Committee**

12.1 A report was presented to the Children and Young People Overview and Scrutiny Committee at their meeting of 14 March 2012, which highlighted the outcomes of the consultation period. Following discussion the committee recommended that:

- the Cabinet approve the proposals to expand the lower age range and enlarge the premises at Wainscott Primary School, by way of statutory prescribed alterations;
- the Cabinet approve the revised public consultation meeting procedures set out at Appendix 8 to the report, subject to the attendance of a Cabinet Member being included.

## **13 Risk management**

13.1 The following risks arise if the proposals as stated in this report are not implemented. These are:

- A risk that it could undermine the council's need to ensure the most effective use of resources, and in turn raise standards across all schools.
- The council's statutory duty to provide sufficient good quality school places will be at risk if additional provision is not made available in the Wainscott area.
- That by not increasing the provision at Wainscott, more parents will be required to transport their children to schools further a field, which would mean increased traffic in the wider Strood and Peninsula areas.
- Parental dissatisfaction at not being able to access their local school, potentially leading to parents having children at different schools and the logistical problems that this would bring.
- That the funding received in the form of developer contributions from the Liberty Park development, will not be directed as agreed, which could mean the forfeiting of the money back to the developer.

13.2 The following risks could arise if the proposals are implemented:

- A risk that the developer contribution funding could be reduced if the development does not proceed as proposed. This will mean that additional funding will need to be secured from other sources, over and above that already identified.
- Should the preferred access route not become permissible then there is a risk that traffic would increase in the village centre exacerbating the current problems found at school start and finish times. To mitigate this risk, a number of options will look at access to the school in order to minimise traffic congestion through the village.
- If the expected numbers of additional pupils do not materialise, then the school may find itself having a surplus of places as well as larger buildings to maintain without the funding to do so. Current forecasts based upon roll numbers, birth rates and inward migration together with Wainscott being a good and popular school mean that this risk is likely to be minimal.

## **14 Financial and Legal implications**

14.1 Funding for Medway's maintained schools comes from central Government via the local authority in the form of the dedicated schools grant, which is a ring-fenced sum of money for the provision of education across all of our schools. This money can only be used for schools (and certain specified services to schools), and cannot be used to fund other council services.

14.2 It is intended that the project to enlarge the premises to complement the increase in pupil numbers will be financed using developer contributions from the Liberty Park development. Under the section 106 agreement the developer has agreed to pay approximately (each instalment is subject to the appropriate indexation for the time) £1.53m towards the provision of educational facilities. This will be paid in four instalments dependent upon the number of dwellings occupied, and so far the council has received the first payment of £337,249.

- 14.3 Additional funding to complete the project will come from the council's Basic Need capital grant from central government.
- 14.4 Whilst schools are funded per pupil, this is for a financial year and based upon the January census, and so there would be a transition period between the time the additional pupils start attending the school in September and when this increase is reflected in the funding. The school would require assistance during this period for the additional teaching staff and resources that would be required, and the council would want to support the school at this time. The costs relating to additional pupils starting in September and any additional set-up costs would need to be met from the 2013-14 retained Dedicated Schools Grant.
- 14.5 The council has the power under sections 18 and 19 of the Education and Inspections Act 2006 to make "prescribed alterations" to a maintained school. The procedure for making prescribed alterations is set out in the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007. Before publishing a statutory notice relating to proposals to make prescribed alterations to a school, the council must undertake the consultation required by Schedule 5 of these regulations.
- 14.6 The council has a statutory duty to provide sufficient good quality school places.

## **15 Recommendations**

- 15.1 The Cabinet is asked to consider the responses to the consultation together with the advice and analysis from officers and the recommendations from the Children and Young People Overview and Scrutiny Committee, and to agree to proceed to formal representation, when statutory notices and full proposals will be published.
- 15.2 The Cabinet is also asked to approve the revised public consultation meeting procedures, which are attached as appendix 8.
- 15.3 The Cabinet is also requested to delegate authority to the Director of Children and Adults, in consultation with Portfolio Holder for Children's Services, to determine whether to approve the proposals at the end of the statutory consultation period, if no objections are received. However if any objections are received during that time then a report will be prepared and placed before Cabinet for determination.

## **16 Suggested Reasons for Decision**

- 16.1 To ensure the council's duty to provide sufficient good school places is met. Accounting for the expected additional demand in the Strood area caused by higher birth rates, inward migration and local developments such as Liberty Park.
- 16.2 To comply with the actions in the approved School Organisation Plan 2011-16, which highlighted the need for additional places in the Wainscott area.
- 16.3 To enable the council to fulfil its policy to incorporate an integrated foundation stage in primary schools wherever possible.

- 16.4 Approval to proceed to a six-week period of statutory representation will ensure the council complies with its duty to follow the full consultation process when proposing changes to school organisation.
- 16.5 By approving the revised meeting procedures, the council will be ensuring transparency, clarity and accuracy of the consultation process.

**Lead officer contact**

Paul Clarke, School Organisation Officer  
Tel 01634 331031  
Email [paul.clarke@medway.gov.uk](mailto:paul.clarke@medway.gov.uk)

**Background papers**

Making changes to a Maintained Mainstream School (A guide for Local Authorities and Governing Bodies).

The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007.

**Appendices**

- 1) List of consultees
- 2) Diversity Impact Assessment screening form
- 3) Consultation document
- 4) FAQ to consultation responses
- 5) Head teacher response
- 6) Wainscott governing body response
- 7) Southwark Catholic Diocese response
- 8) Revised public meeting procedures



<b>Consultation list for Wainscott Primary School</b>
All Councillors which include the Leader, Portfolio Holders, Cabinet and Overview & Scrutiny Members
All Local MPs
Local Parish Council
Managing Director of Children, Families & Education Directorate at Kent County Council
Rochester Diocese
Southwark Diocese
Medway Youth Parliament
Chief Executive of Medway Council
Directors of Medway Council
Senior Management Team of Medway Council
All Governors, Staff & Parents of Wainscott Primary School
All Chairs of Governors at Medway Schools
All Headteachers at Medway Schools
All Medway Schools- Infant, Junior, Primary, Secondary & Special
Medway Early Years Provider
All Preschools, Nurseries & Playgroups, including Smilers
All Medway Minority Ethnic Groups
All Medway Libraries, Leisure Centres & Contact Points
Medway Council Press Office
Director of Primary Care- Medway Primary Care Trust
Unions representing the staff and teachers at Medway Schools
Residents of Wainscott Road, Frittenden Road, Gill Avenue, Wainscott Walk, Holly Road, Miller Way, Winston Drive.
Chief Executive of Medway NHS Foundation Trust
ATC on site

On;  
 Schools Forum  
 Medway Website  
 In;  
 Local press  
 School Information Bulletin  
 On show at;  
 Local libraries, leisure centres, contact points



## Diversity Impact Assessment: Screening Form

<b>Directorate</b>  <b>Children and Adults Services.</b>	<b>Name of Function or Policy or Major Service Change</b>  <b>Change to lower age limit, and enlargement of physical premises at Wainscott Primary School.</b>		
Officer responsible for assessment  Paul Clarke	Date of assessment  20 February 2012	New or existing?  New	
<b>Defining what is being assessed</b>			
<b>1. Briefly describe the purpose and objectives</b>	The proposals are to i) extend the lower age limit from four to three, and ii) to enlarge the premises in order to accommodate the extra pupils, which will attend the school as a result of the separate proposal to increase the published Admission Number from 30 to 45 at Wainscott Primary School. The proposals are in line with the School Organisation Plan 2011-16, which flows from the Medway Children and Young People's Plan. The school is a popular one and therefore there will be a greater percentage of first preference satisfaction amongst parents. Currently the school is oversubscribed in reception by just over 50%, and these proposals will cater for that level of demand. The enlarged buildings will be designed to improve the learning environment for pupils.		
<b>2. Who is intended to benefit, and in what way?</b>	As a consequence of the proposals it is expected that the outcomes for the children who attend the school will be positive, as more children will be able to be educated in a good local school, and in an environment suitable for enriched learning.		
<b>3. What outcomes are wanted?</b>	To enable Wainscott Primary School to continue to provide a good education for the pupils who currently attend the school, but also for future pupils including those additional pupils who attend as a result of these proposals.		
<b>4. What factors/forces could contribute/detract from the outcomes?</b>	<b>Contribute</b> Reassurance of staff, pupils and parents will lead to greater confidence in the schools ability to provide the appropriate level of education for all pupils.  A school designed for modern learning will enhance the teaching staff's ability to provide	<b>Detract</b> Resistance from some parents unaware of how the changes could affect their children who already attend the school.  Some parents believe that by enlarging the school it will have a detrimental impact upon the ethos of the school, and the organisation of class sizes.	

## Appendix 2

	<p>an excellent education for all the children who attend the school.</p> <p>The extra funding the school will receive as a result of taking the additional pupils, will enable the school to provide sufficient and suitable teaching staff, aiding in the organisation of the classes.</p>	<p>Some residents believe that the additional traffic in the village as a result of the proposals could create dangerous and difficult conditions for drivers and pedestrians.</p>
<b>5. Who are the main stakeholders?</b>	The pupils, parents, governors and staff of Wainscott Primary School, and the local community.	
<b>6. Who implements this and who is responsible?</b>	Rose Collinson- Director of Children and Adults Services	

<b>Assessing impact</b>		
<b>7. Are there concerns that there <u>could</u> be a differential impact due to <i>racial groups</i>?</b>		Brief statement of main issue
	NO	
<b>What evidence exists for this?</b>	<p>No pupils are intended to be displaced and numbers of staff will need to increase as part of this proposal. A public consultation has been carried out over a 7-week period when views were expressed and any concerns regarding this issue could have been raised. Of a number of concerns raised and comments made, none related to the potential for any differential impact due to racial groups. Local authorities have a statutory duty to promote equality and all schools in Medway are responsible for ensuring equality in their schools and for promoting community cohesion.</p>	
<b>8. Are there concerns that there <u>could</u> be a differential impact due to <i>disability</i>?</b>	YES	Brief statement of main issue
<b>What evidence exists for this?</b>	<p>None of the current pupils are intended to be displaced and there will be no reduction to staff numbers made as part of this proposal. There is however likely to be an increase in the number of pupils who attend the school and it is possible that</p>	

## Appendix 2

		there could be an increase in the number of pupils with disabilities. It is expected that these extra pupils will benefit from the improved facilities that will come as part of the enlargement of the premises, and as such it is expected that the outcomes for these pupils will be positive. A public consultation has been carried out over a 7-week period when views were expressed and comments received however none relating to this issue were raised. Local authorities have a statutory duty to promote equality and all schools in Medway are responsible for ensuring equality in their schools and for promoting community cohesion.
<b>9. Are there concerns that there <u>could</u> be a differential impact due to <i>gender</i>?</b>		Brief statement of main issue
	NO	
<b>What evidence exists for this?</b>		None of the current pupils are intended to be displaced and staff numbers expected to increase as part of this proposal. Pupils and staff will be able to attend the school irrespective of their gender. A public consultation was carried out over a 7-week period when views were expressed and any concerns regarding this issue raised. There were no concerns highlighted where there could be a differential impact due to gender. Local authorities have a statutory duty to promote equality and all schools in Medway are responsible for ensuring equality in their schools and for promoting community cohesion.
<b>10. Are there concerns there <u>could</u> be a differential impact due to <i>sexual orientation</i>?</b>		Brief statement of main issue
	NO	
<b>What evidence exists for this?</b>		None of the current pupils are intended to be displaced and staff numbers expected to increase as part of this proposal. Pupils and staff will be able to attend the school irrespective of their sexual orientation. A public consultation was carried out over a 7-week period when views were expressed and any concerns regarding this issue raised. During the consultation no concerns were raised regarding the impact there could be due to sexual orientation. Local authorities have a statutory duty to promote equality and all schools in Medway are responsible for ensuring equality in their schools and for promoting community cohesion.
<b>11. Are there concerns there <u>could</u> be a have a differential impact due to <i>religion or belief</i>?</b>		Brief statement of main issue
	NO	
<b>What evidence exists for this?</b>		None of the current pupils are intended to be displaced and staff numbers expected to increase as part of this proposal. Pupils will attend the school on

## Appendix 2

	<p>the basis of need irrespective of their religion or belief. A public consultation was carried out over a 7-week period when views were expressed and any concerns regarding this issue raised. No concerns were indicated during the consultation that there could be a differential impact due to religion and belief. Local authorities have a statutory duty to promote equality and all schools in Medway are responsible for ensuring equality in their schools and for promoting community cohesion.</p>	
<p><b>12. Are there concerns there <u>could</u> be a differential impact due to people's age?</b></p>	YES	<p>Brief statement of main issue</p>
<p><b>What evidence exists for this?</b></p>	<p>None of the current pupils are intended to be displaced and staff numbers are expected to increase as part of this proposal. However as the intention is to expand the lower age range for pupils who can attend the school, it would be expected that there will be some impact due to peoples age, however the impact would be expected to be a positive one, as there will be appropriate provision and staff available to pupils according to their age. A public consultation was carried out over a 7-week period when views were expressed and any concerns regarding this issue raised. Some concerns were raised that there could a differential impact upon young children who attend; it was felt by some that 3 is too young to start formal schooling and that children would be better served within a play environment. It is not compulsory for children to start school at 3, and no disadvantage will be held against parents who chose not to send their child to Wainscott at age 3. Local authorities have a statutory duty to promote equality and all schools in Medway are responsible for ensuring equality in their schools and for promoting community cohesion.</p>	
<p><b>13. Are there concerns that there <u>could</u> be a differential impact due to <i>being transgendered or transsexual</i>?</b></p>		<p>Brief statement of main issue</p>
	NO	
<p><b>What evidence exists for this?</b></p>	<p>None of the current pupils are intended to be displaced and staff numbers expected to increase as part of this proposal. Pupils and staff will be able to attend the school irrespective of any transgender or transsexual issues. A public consultation was carried out over a 7-week period when views were expressed and any concerns regarding this issue raised. No concerns were highlighted during the consultation that there could be any differential impact due to people being transgendered or transsexual. Local authorities have a statutory duty to promote equality and all schools in Medway are responsible for ensuring equality in their schools and for promoting community cohesion.</p>	

## Appendix 2

14. Are there any <i>other</i> groups that would find it difficult to access/make use of the function (e.g. young parents, commuters, people with caring responsibilities or dependants, young carers, or people living in rural areas)?		If yes, which group(s)?
	NO	
What evidence exists for this?	N/A	
15. Are there concerns there <u>could</u> have a differential impact due to <i>multiple discriminations</i> (e.g. disability <u>and</u> age)?		Brief statement of main issue
	NO	
What evidence exists for this?	All aspects of the policy described above will address the needs of children/young people who may have multiple issues affecting them.	

### Conclusions & recommendation

16. Could the differential impacts identified in questions 7-15 amount to there being the potential for adverse impact?		Whilst some concerns were raised about the lower age limit, the school will employ the services of experienced staff who will have been trained to work with pupils with the relevant needs and age bracket, and so no adverse impact would be expected. The rationale behind the changes is to ensure that appropriate provision is available for children from age 3 should parents wish to send their child to Wainscott at that point in their childhood.
	NO	
17. Can the adverse impact be justified on the grounds of promoting equality of opportunity for one group? Or another reason?		Please explain
	NO	
Recommendation to proceed to a full impact assessment?		
NO	<b>This function/ policy/ service change complies with the requirements of the legislation and there is evidence to show this is the case.</b>	
NO	What is required to ensure this complies with the requirements of the legislation? (see DIA Guidance Notes)?	)
N/A	Give details of key person responsible and target date for carrying out full impact	

## Appendix 2

	<b>assessment (see DIA Guidance Notes)</b>	
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<b>Action plan to make Minor modifications</b>		
<b>Outcome</b>	<b>Actions (with date of completion)</b>	<b>Officer responsible</b>

<b>Planning ahead: Reminders for the next review</b>		
<b>Date of next review</b>		
<b>Areas to check at next review (e.g. new census information, new legislation due)</b>		
<b>Is there <i>another</i> group (e.g. new communities) that is relevant and ought to be considered next time?</b>		
<b>Signed (completing officer/service manager)</b>	<b>Date</b>	
<b>Signed (service manager/Assistant Director)</b>	<b>Date</b>	



# Consultation on the expansion of Wainscott Primary School

Public consultation document



*Raising achievement through quality  
learning environments*

## **Enlargement of the premises and alteration to the lower age limit at Wainscott Primary School, Wainscott, Rochester ME2 4JY**

**This document is designed to:**

- 1. Notify you of Medway Council's proposals to make statutory prescribed alterations at Wainscott Primary School, with effect from 1 September 2013 which will result in:**
  - The enlargement of the premises at the school to allow for the expected increase in pupil numbers;
  - The alteration to the lower age limit, to incorporate an integrated foundation stage.
- 2. Explain why these changes are being proposed.**
- 3. Invite your comments on these proposals.**
- 4. Inform you about a public meeting to be held in Wainscott Primary School hall on 25 January 2012 at 6pm.**

## Why is the enlargement of the premises to Wainscott Primary School being proposed?

Wainscott Primary School currently provides primary education for children from the age of four until they transfer into secondary schools at the age of 11, and has been one of the most popular and oversubscribed schools in Medway in recent years. In September 2011, Wainscott Primary School was the second most oversubscribed school in Medway for reception class places, with 53% more first preference applications than places available.

The popularity of the school has increased in recent years because of the adjacent Liberty Park housing development, where around half of the proposed development is completed. As the development progresses further, it is expected that the school will become even more popular.

Wainscott Primary School is currently a 1 Form of Entry (FE) school with a published admission number (PAN) of 30. Consideration was given to the options of expanding the school to a 2FE (PAN 60) school, or to expand initially to 1.5FE (PAN 45) with a view to future expansion to 2FE as the development nears completion.

As a 1FE primary school the capacity at the school is for 210 pupils; at 1.5FE the pupil capacity would rise to 315 and as a 2FE primary school pupil numbers could rise to 420.

Following discussions with the school, the preferred option is to expand initially to 1.5FE, but to ensure that the design of the new building allows for expansion to 2FE as demand increases. This will reduce the risk of the school having surplus capacity in the short to medium term, as the proposed increase matches the current rate of oversubscription. Separate consultation commenced in the autumn of 2011 to increase the PAN to 45, so that the numbers attending the school can increase from September 2013.

We are consulting on the proposal, by way of a prescribed alteration, to enlarge the premises to give the school sufficient capacity to provide for the extra pupils. A feasibility study to explore the options for the physical expansion of the school is running alongside this consultation. The feasibility study will consider the requirements for additional accommodation, suitability of existing accommodation, access arrangements to the site, including the management arrangements for additional staff, pupils and parents.

The expansion will be funded using developer contributions\* from the Liberty Park development and other local schemes, along with basic need capital grant allocations, which is a fund from central government for the creation of additional school capacity to ensure that sufficient school places are available in each local area.

The proposals are in line with current local and national policy, which allows good schools to expand to meet the preferences of parents. In the school's last full Ofsted inspection in 2006, Wainscott was given a 'good' rating, and at an interim visit in 2010 this rating was confirmed as having been maintained.

## Why is the age range at Wainscott being reviewed?

At present the age range for the school is 4-11 years. The school admits children into its reception year when they are at least four years old. This is part way through the early years foundation stage – the first “key stage” of children's education. Research evidence suggests that children benefit from a coherent and uninterrupted foundation stage, experiencing learning from the age of three years until the end of the reception year.

*\*Financial contributions made by developers for the provision of new facilities to meet the needs of new residents.*

Medway Council's early years and school improvement strategies include commitments that where a new primary school is established, or where significant expansion of a current primary school takes place, we will seek to provide inclusive education places for children for the whole foundation stage (nursery and reception).

It will not be compulsory for children to start school at three years of age. Compulsory schooling begins when a child is five-years-old. Attending at the age of three will not give priority for places in the main primary school.

Foundation classes would be staffed by teachers and qualified early years practitioners. The learning environment would be designed to meet the needs of young children, including indoor and outdoor areas.

To facilitate this we are consulting on the proposal, by way of a prescribed alteration, to lower the age limit of the school to allow the admission of children from the age of three.

## The next stages

Comments on this proposal will be presented to Medway Council's Cabinet on 17 April 2012. The cabinet may decide not to proceed with the proposal, or to authorise statutory notices to be published, which will give interested parties the opportunity to formally object or comment.

If there are no objections to the statutory notice Medway Council can decide to go ahead with the proposals. If there are one or more objections, Medway Council as Schools Commissioner, under the Education and Inspections Act 2006, will consider the objections before determining the outcome.

<b>Public consultation period</b>	<b>9 January – 26 February 2012</b>
<b>Public consultation meeting in Wainscott Primary School Hall</b>	<b>25 January 2012 at 6pm</b>
<b>Report to Children and Young People Overview and Scrutiny Committee with Outcomes of consultation</b>	<b>14 March 2012</b>
<b>Report outcome of consultation to cabinet</b>	<b>17 April 2012</b>
<b>Statutory notice period</b>	<b>14 May – 24 June 2012</b>
<b>Implementation of alterations</b>	<b>1 September 2013</b>

No decisions will be made until the consultation has been completed and local views have been carefully considered.

## How to make comments

We would like to hear your views on these proposals. Please let us know by completing the reply slips at the end of this leaflet or by writing a letter to:

**School Organisation and Student Services, Medway Council,  
FREEPOST RRUY-ZBTJ-CZZC, Level 4, Gun Wharf, Dock Road, Chatham ME4 4TR**

Alternatively hand the form or letter in at the School Office at Wainscott Primary School, who will forward it on your behalf.

Letters and slips must be received by Sunday, 26 February 2012.

Unfortunately it will not be possible to acknowledge receipt.

## Reply slip

Please complete this form, and add any comments you wish below.

Forms and letters should reach us by Sunday 26 February 2012.

Please return to: **School Organisation and Student Services, Medway Council, FREEPOST RRUY-ZBTJ-CZZC, Level 4, Gun Wharf, Dock Road, Chatham ME4 4TR**

Alternatively hand the form or letter in at the School Office at **Wainscott Primary School, Wainscott Road, Wainscott, Rochester ME2 4JY** who will forward it on your behalf.

It would be helpful to have the following information:

Your name: .....

Your address: .....

Postcode: .....

I am (please tick)

Parent / guardian

Governor

Other (please specify)

Member of staff

Local resident

### 1) The proposal to enlarge the premises at Wainscott Primary School, to enable the school to increase its numbers in line with demand for places.

Please tick one box:

I approve of the proposal to enlarge the premises at Wainscott Primary School.

I object to the proposal to enlarge the premises at Wainscott Primary School.

### Comments

Please give your reasons as fully as possible. This will help careful consideration to be given to the arguments in favour and against the proposal.

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**2) The proposal to alter the lower age limit to age three, to incorporate an integrated foundation stage.**

Please tick one box:

- I approve of the proposal to alter the lower age limit from four to three at Wainscott Primary School.
- I object to the proposal to alter the lower age limit from four to three at Wainscott Primary School.

**Comments**

Please give your reasons as fully as possible. This will help careful consideration to be given to the arguments in favour and against the proposal.

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**Who to contact**

-  **School Organisation and Student Services, Medway Council, Level 4, Gun Wharf, Dock Road, Chatham ME4 4TR**
-  Email: [prim.reorg@medway.gov.uk](mailto:prim.reorg@medway.gov.uk) Website: [www.medway.gov.uk/educationlearning](http://www.medway.gov.uk/educationlearning)
-  Minicom: **01634 333111**

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This information can be made available in other formats from **01634 333333**

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If you have any questions about this leaflet and you want to speak to someone in your own language please ring **01634 335577**

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### FAQ sheet: Wainscott Primary School expansion consultation

The following questions have been compiled from responses received to the consultation document as well as those raised at the public meeting held at Wainscott Primary School on 25 January 2012. We have covered all concerns raised and dealt with them here, as it is not possible to reply individually to each specific question.

**1) How will the council avoid an increase in the traffic through the village?**

Some respondents expressed a concern that traffic around the school can cause problems when parents drop off and pick up children, which impacts on local residents, and an increase in the numbers of pupils will only make the problem worse.

As part of the feasibility study for the design of the new buildings, officers will examine the options available to make access to the school safer and more suitable for all stakeholders. The council's Highways and Road Safety teams will be involved in discussions around this.

It is also planned that there will be a pedestrian entrance from the future Liberty Park development at the Eastern boundary of the school, which should further help to avoid a concentration of pupils and parents in one place, and help to take traffic away from the village centre.

**2) How will the classes be arranged, and will class sizes exceed 30?**

Some respondents were concerned that a PAN of 45 would result in larger class sizes.

The admission number of 45 does not mean that there will be 45 children in any of the classes at the expanded school. This is the number of children that the school can admit to a year group, but the school will organise children into appropriate class sizes.

National legislation exists which prevents schools from having infant classes (Years R, 1 and 2) with more than 30 children.

It will be the school's responsibility to organise the classes, and they have stated that it is their intention to have two classes per year group in Key Stage 1. They hope the school will have become a 2 Form Entry school by the time these children reach Key Stage 2 and they will be able to have two classes of 30 in each year group. However as they do not yet know the exact numbers of pupils that will apply for the school, it may become necessary to have some mixed year groups in Key Stage 2 until numbers increase. The school's aim is to have no classes in Key Stage 2 that exceed 30 pupils. These methods of organisation are used in other Medway schools where the admission number is 45, and no primary schools in Medway have class sizes significantly higher than 30 pupils.

Accordingly, the physical expansion of the school will include additional classrooms, designed to accommodate 30 pupils in each.

**3) Will being 1.5 Form of Entry (FE) be difficult for the school to manage, why not go straight to 2FE?**

The expansion is proposed in stages to meet demand at the point at which it is needed, without having a detrimental effect upon Wainscott and other local schools, and this phasing reflects the demand as it is currently forecast. The school and governors were consulted from the outset on this element of the proposals, and are fully supportive of the phased expansion and changes will be carefully planned by the school if the proposals are approved.

**4) Is there sufficient demand to warrant the extra places in the wider Strood area?**

## Appendix 4

Demand for school places in the immediate area generally is expected to increase. This is a result of more people moving into the area into new developments such as Liberty Park and Sandacres at Upnor, and an increase in the number of children being born both locally and across Medway.

The number of children needing to access reception class places in Strood is expected to increase by around 80 children overall in the next five years. This additional demand will be met in part by some spare places in existing schools, and this alongside the expansion of Wainscott will ensure that we have the right number of places, without having any negative impact on other schools in the area.

**5) Who will provide the funding for extra teaching staff?**

Schools receive funding for each pupil on roll at the school, and so funding will increase in line with the numbers of children attending the school. There will be an increase in the number of staff employed by the school to provide appropriate specialist knowledge, expertise and support to cover the expected increase in numbers and the wider age range.

**6) What would happen to the additional pupils if the school doesn't expand?**

Those children unable to obtain a place at the school will continue, as now, to travel to alternative schools. We understand there is currently a walking bus that takes children from the Liberty Park development through Wainscott and onto Temple Mill.

As the Liberty Park development expands, the numbers of children from the local area unable to gain a place at Wainscott will increase, and we expect that there is unlikely to be enough places at other schools in the area to meet the demand.

**7) How will the enlargement of the school affect the small school ethos, and how will this affect the popularity of the school?**

Wainscott is a good school that is popular with pupils and parents, and we are confident that the strong leadership at the school will ensure that the school continues to be successful, popular and the focal point for the community.

The school are confident that the benefits from having a larger school will enable them to provide an excellent education for all the pupils that attend the school, and that this does not mean losing the 'village' ethos of the school. It is intended that the school should cater for all of the children living in Wainscott and not just some, which would lead to an even greater sense of community.

**8) How will the expansion impact upon other schools?**

The expansion is intended to serve as necessary additional provision for the people of Wainscott and the surrounding areas, and is not intended to replace any existing schools or reduce their numbers. Demand is growing in the area as a whole, and there will be sufficient demand to justify the expansion. The planned expansion is consistent with the level of oversubscription at the school in recent years and phasing the expansion in line with expected demand will reduce any impact upon other schools in the area.

**9) Will attending the new nursery guarantee admission into the reception class?**

No priority is given to children attending a nursery attached to a school when applying for a Reception place. This ensures that families who chose not to use a school's nursery provision are not disadvantaged when applying for a place in the main school.

**10) Is it right for children to start school so young?**

It is not compulsory to send a child to school at age 3, the legal age when children must start school is 5. Just over half of the primary schools in Medway offer foundation stage places to children from the age of 3 years. This provision allows schools to provide a really good, high quality start to children's learning by offering foundation stage places for children aged 3 years that are led by qualified early years teachers, and in learning environments suitable for young children.

There has been extensive research and subsequent evidence, which shows that teachers forming part of the staff in a early years setting will tend to result in a better experience for children, with improved cognitive and behavioural outcomes which are long lasting and significant, however it would be wrong to argue that only teachers are capable of giving children a good early years experience.

Medway's policy of developing good quality school based provision for younger children, the increase in the number of teachers and graduate early years professionals working with 3 year olds, and the development of Sure Start Children's Centres across Medway has contributed to an improvement in early years outcomes for young children in Medway.

### **11) What will happen to Smilers nursery?**

Smilers nursery have a lease agreement to use land and buildings on the school site. Subject to the outcome of this consultation, it is likely that these arrangements will need to change, because of the proposed development of an integrated nursery at the school and because of changes to buildings on site.

This does not mean that the provision provided by Smilers currently is inadequate, rather it is about considering the long-term needs of young children in the local area, and creating a school that reflects the shape of education in the 21<sup>st</sup> Century.

Like other schools, Wainscott Primary will want to ensure the availability of childcare and out of school hours care for children attending the school. So, as the expansion of the school takes place, the school may need to work with other providers such as Smilers. In addition to the Council funded places for 3 year-olds, Smilers currently operates a successful business providing day care for younger children, and out of school hours care for school children.

There are several examples in Medway of thriving childcare businesses operating on the site of schools that themselves have full foundation stage provision for children from age 3 years.

Equally, there are examples of childcare business operating in local communities, but not physically on a school site that work collaboratively with schools to serve the childcare needs of local families.

### **12) Why expand at Wainscott when new schools are planned for Lodge Hill?**

The proposed development at Lodge Hill will provide two additional primary schools and an expanded Chattenden Primary, which will be sufficient to cater for the increase in pupils likely to reside in the development. This expansion will be in addition to the proposed expansion of Wainscott Primary School.

### **13) How will the council manage the disruption to the children's education, whilst building works are ongoing?**

The Local Authority are experienced in managing the delivery of projects on schools sites, working closely with the schools to minimise disruption for the children and staff; planning the stages of delivery carefully, and using school holidays where possible to carry out works that may otherwise cause disruption. Recent examples include projects at Lordswood, Thames View, Oaklands, All Faith's and Walderslade Primary Schools.

Part of the feasibility study will concentrate on this important aspect and will include consultation with the school and parents to ensure that disruption is kept to an absolute minimum.

### **14) Why do you have to phase the building works, won't this add to the disruption?**

The need to expand the school is aligned to the demand for places, and our forecasts indicate that 1.5 Form Entry (FE) from September 2013 is the requirement. Expanding to 2 FE at this stage

## Appendix 4

would most likely have a detrimental effect on other local schools, or result in spare accommodation at the school, which would be a drain on resources.

At this time it is unclear when the remaining phases of the Liberty Park development will start, and until we know we cannot be certain when the need for a full 2 FE school will arise.

**15) Do the council have the funds to pay for this expansion?**

When new housing developments are built, the developers are required to pay a contribution towards the cost of any new school provision that is needed to provide for families on that development. In this case, developer contributions will be combined with grant funding that the council receives from central government to fund the expansion. The funding for this project has already been identified and is available.

**16) Do the council intend to demolish the old Victorian school building?**

No decision has been made as to how the expansion will impact upon any of the current school buildings. The Local Authority will take into consideration the views of all key stakeholders before any decision is made. The feasibility study will look at a number of options as to how best expand the school for the benefit of the children and the community.

**17) What will happen to the ATC group?**

The ATC hold a lease on the building they currently use until 2015, and so unless there is a mutual agreement for them to relocate, they will stay in place at least for that time.

**18) Will there be enough playing fields for the number of children at the extended school?**

Yes, as part of the agreement with the developer there is a condition in place that gives the school additional land immediately to the west of the current playing field. This will ensure that the school will have sufficient playing fields once expanded.

**19) When is the housing development likely to be completed?**

At this stage it is unclear when further stages of the development will be completed, but the council's planning department are in contact with the developer, which will ensure that we can plan further expansion when required.

**20) Is the decision already made, and is the council just going through the motions with the consultation?**

No decision has been made in relation to the expansion of Wainscott School. At the moment these are just proposals, and can be progressed, amended or withdrawn. This consultation is just the first stage in the democratic and statutory process, and all opinions will be carefully considered at each stage before a decision is taken to progress to the next.

**21) Will the public/parents/staff/children have input into how the new buildings are designed?**

Yes, a full public consultation will take place as part of the planning process at which point representations can be made. The council will work with the school and the community to provide a facility that has received input from all interested stakeholders, one that will provide the children with the best education experience possible and one that the community can be proud of.

**22) What community facilities will there be at the new school?**

As part of the development of the project, the views and opinions of interested stakeholders will be considered, and the school will be designed with these in mind, and delivered where possible and practical.

However, the available funding is principally for educational provision and so any community use may need to share those facilities.

**21) Why have plans for the new buildings not been developed and presented as part of the consultation?**

There are separate strands to the consultation process, and this one deals with the principle of expanding the school premises and age range. We will engage further at a later stage with the school and other stakeholders, around the development of the planned building works.

**22) What if planning permission isn't granted?**

The proposals to enlarge the school and extend the age range would be conditional upon the necessary planning permissions being granted following the required public consultation.

**23) What are the next stages in the process?**

Following the completion of the consultation period (26 February 2012) reports will be presented to the council's Children and Young People Overview and Scrutiny Committee (14 March 2012) who will look at all the responses to the consultation and give their views to Cabinet on 17 April 2012 where the outcome of the consultation will highlight the responses received to the proposals.

Should, the Cabinet agree to move to the next stage in the process after considering the responses, then a further period of consultation known as statutory representation will take place. This will last for six weeks; notices and full proposals will be published giving interested parties the opportunity to formally comment on the proposals.

There will then be another report presented to Medway Council's Cabinet highlighting the responses and comments. The proposals can be approved, modified or withdrawn in the light of feedback received. Should the proposals be approved it will be conditional upon planning permission being granted for the physical expansion of the buildings.

Feasibility studies are being carried out alongside this consultation, which will consider the options available for the most effective way to access the site, and the arrangement of the buildings. Once this has been considered there will be further public consultation on draft plans for the enlargement of the premises.



**Reply slip**

Please complete this form, and add any comments you wish below.

Forms and letters should reach us by Sunday 26 February 2012.

Please return to: **School Organisation and Student Services, Medway Council, FREEPOST RRUY-ZBTJ-CZZC, Level 4, Gun Wharf, Dock Road, Chatham ME4 4TR**

Alternatively hand the form or letter in at the School Office at **Wainscott Primary School, Wainscott Road, Wainscott, Rochester ME2 4JY** who will forward it on your behalf.

It would be helpful to have the following information:

Your name: MRS. E. GREEN

Your address: Wainscott Primary School, Wainscott, Kent

Postcode: ME2 4SY

I am (please tick)

Parent / guardian

Governor

Other (please specify)

Member of staff

Local resident

HEADTEACHER

**1) The proposal to enlarge the premises at Wainscott Primary School, to enable the school to increase its numbers in line with demand for places.**

Please tick one box:

I approve of the proposal to enlarge the premises at Wainscott Primary School.

I object to the proposal to enlarge the premises at Wainscott Primary School.

**Comments**

Please give your reasons as fully as possible. This will help careful consideration to be given to the arguments in favour and against the proposal.

As Wainscott Primary's Headteacher I know that the school is very popular and oversubscribed because we are such a good school. I would like the premises enlarged so that we can provide an excellent education and support to even more children and their families from our local community. I believe 1.5/2 form entry schools are the best size for a primary school and it would enable us to provide even better facilities and resources to our children whilst still retaining our friendly 'village' school ethos.

## 2) The proposal to alter the lower age limit to age three, to incorporate an integrated foundation stage.

Please tick one box:

I approve of the proposal to alter the lower age limit from four to three at Wainscott Primary School.

I object to the proposal to alter the lower age limit from four to three at Wainscott Primary School.

### Comments


Please give your reasons as fully as possible. This will help careful consideration to be given to the arguments in favour and against the proposal.

As Headteacher at Wainscott Primary School I know we offer an excellent start to our children in Foundation Stage 2/Reception and I believe the children would do even better if they were able to experience a complete and uninterrupted foundation stage from 3 years old. They would benefit from the Foundation classes being staffed by teachers and qualified early years practitioners as well as a well resourced learning environment.

## Who to contact

 School Organisation and Student Services, Medway Council, Level 4, Gun Wharf, Dock Road, Chatham ME4 4TR

 Email: [prim.reorg@medway.gov.uk](mailto:prim.reorg@medway.gov.uk) Website: [www.medway.gov.uk/educationlearning](http://www.medway.gov.uk/educationlearning)

 Minicom: 01634 333111

This information can be made available in other formats from **01634 333333**

If you have any questions about this leaflet and you want to speak to someone in your own language please ring **01634 335577**

বাংলা	331780	ગુજરાતી	331782	ਪੰਜਾਬੀ	331784	کوردی	331841	ارو	331785	Русский	332374
中文	331781	हिंदी	331783	Polski	332373	ଏଓଡ଼ିଆ	331786	فارسی	331840	Lietuviškai	332372





# Wainscott Primary School Governors

Appendix 6

Wainscott Road, Wainscott, Rochester, Kent, ME2 4JY Tel. 01634 717301  
Email: [office@wainscott-school.co.uk](mailto:office@wainscott-school.co.uk)

## Peter Casselton

Chair of Governors  
Wainscott Primary School  
Wainscott Road  
Wainscott  
Rochester  
ME2 4JY

Email: [chair@wainscott-school.co.uk](mailto:chair@wainscott-school.co.uk)  
[peter\\_casselton@yahoo.com](mailto:peter_casselton@yahoo.com)

19<sup>th</sup> January, 2012.

School Organisation and Student Services.

Medway Council,  
Level 4,  
Gun Wharf,  
Dock Road,  
Chatham,  
Kent. ME4 4TR

Ref. Consultation on the expansion of Wainscott School

Dear Sir,

Please accept this letter as confirmation that the Governing Body at Wainscott School fully approves both questions posed in the consultation document; and we look forward to working with Medway LA, at every stage, in the necessary expansion of the building provision to accommodate the extra children.

Wainscott School has always striven to provide a strong presence in a changing community, with our collective aim of providing all our pupils with an excellent education by giving them an exciting and varied curriculum. With this enlargement in pupil numbers, the addition of a full foundation stage and subsequent expansion in premises will enable Wainscott School to expand not only in capacity, but also in our capability to make a difference to the teaching and learning of the young people in our community.

We look forward in hearing from you in due course and working with you through to completion. If I can be of any further assistance or you require further information, please feel free in contacting me via the addresses above.

Yours faithfully,

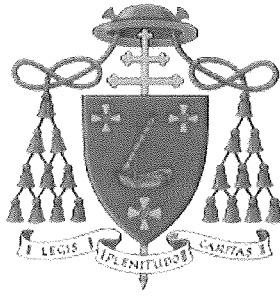
Peter Casselton  
Chair of Governors

[www.wainscott-school.co.uk](http://www.wainscott-school.co.uk)



INVESTOR IN PEOPLE





**ARCHDIOCESE OF SOUTHWARK**  
**COMMISSION FOR SCHOOLS & COLLEGES**  
St Edward's House, St Paul's Wood Hill, Orpington, BR5 2SR  
Tel 01689 829331 Fax 01689 829255  
e-mail: [office@rcsouthwark.org.uk](mailto:office@rcsouthwark.org.uk)

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Director of Education: Dr Anne Bamford

Ms Katie Watson  
Administration Assistant  
School Organisation and Student Services  
Medway Council  
Level 4  
Gun Wharf  
Dock Road  
Chatham ME4 4TR

6<sup>th</sup> February 2012

Dear Ms Watson

**Consultation on the Expansion of Wainscott Primary School**

We have studied the consultation document and liaised with some primary headteachers of Catholic primary schools in Medway.

The document gives a clear timetable for expansion but does not include any demographic data. It is not clear if the extra places are needed due to an expected increase in the number of children requiring primary places in the area.

If there is not a significant increase in the number of children in the area then it is inevitable that any expansion will have an adverse effect on neighbouring schools and the document does not give any information as to how any adverse effect would be addressed.

We have asked English Martyrs Catholic School in Strood if there has been any direct contact from the Directorate regarding discussion about this expansion. We have been informed that there has not been any discussion.

Given the reasons as outlined above we feel that we cannot support this proposal as it stands and therefore this is an objection.

With all best wishes.

Yours sincerely

Dr Anne Bamford  
**Director of Education**



## CONSULTATION MEETING PROCEDURES

### 1. INTRODUCTION

1.1 The 1993 Education Act requires Councils to carry out public consultation before a public notice is issued, but it does not specify the form that this consultation should take. Recommendations are made in the governments relevant guidance documents:

- Expanding a Maintained Mainstream School by Enlargement or Adding a Sixth Form;
- Making Changes to a Maintained Mainstream School;
- Closing a Maintained Mainstream School.

1.2 The Council decides the format of the meeting for any particular review.

1.3 The Director of Children and Adults also has the discretion, to be used only in exceptional cases and after consultation with the Portfolio Holder to arrange public consultations that do not involve a public meeting. This discretion can only be used in cases where the proposals are supported by the school(s) concerned and are expected to be non-contentious with others. There will still be a public consultation paper, which will include a named point of contact within the Council for further information and a reply slip for written responses. (An example of the sort of case in which this approach could be used is a routine proposal to add a temporary classroom to a small school, which technically constitutes a significant enlargement).

### 2. CHAIRMAN

2.1 In general, the Portfolio Holder chairs public meetings. However, in cases in which a reorganisation proposal has been put forward by the governing body, and is supported by the Authority, the Director, in consultation with the Portfolio Holder, has discretion to invite the chairman of governors, rather than the Portfolio Holder to chair the meeting.

The meetings should be recorded and a transcript produced, to assist in ensuring all concerns raised are accurately covered in the subsequent reports and FAQ's.

### 3. PUBLIC CONSULTATION MEETING

3.1 Although public meetings may vary according to local circumstances, the procedures are normally as follows:

- Chairman: welcome/introductions/explanation of the purpose and structure of the meeting

- The Chairman will introduce, and explain the role of, the Observer Panel
- Presentation from the Director of Children and Adults (or their representative), highlighting the key issues, outlining the proposals and their implications, and explaining the consultation process
- Presentation from the school's representative (ie headteacher and/or chairman of governors), if asked for
- Presentation of building or site development plans where appropriate and/or specialists advisers where appropriate
- Questions and comments from the floor
- Concluding comments by the Chairman, and a reminder of the opportunity to make written responses. The Chairman will check with the observer panel and the audience that he/she has reflected the key points in the summary.

#### Observer Panel

- 3.2 The Observer Panel should consist of one representative from each political group. Local Members should not normally be included in a panel for their own area (but are welcome to attend the meetings). The panel should be seated so they can see the audience and speakers, and can be seen by them. There should also be a Cabinet Member in attendance to ensure accuracy of subsequent reports presented to the Cabinet.
- 3.3 The main function of the Panel is to listen to local views and to ensure that they are reported accurately. Panel members may ask questions of any speaker, but only for clarification of the speaker's views. Prior to the Chairman's summing-up, the Panel will be given the opportunity to highlight and clarify any points they feel relevant in the context of each meeting.
- 3.4 The Panel will have a formal role in agreeing the accuracy of the reports, presenting the outcomes of the consultation meetings before they are reported to Overview and Scrutiny and/or Cabinet. An open session will be held for Members to review the written responses and transcripts of the meeting prior to the committee meetings.