

Mr Burrett, Cabinet Member for Education and Skills (and Deputy Leader)	Ref No: ES16 (18/19)
January 2019	Key Decision: Yes
Proposed increase in space at Manor Green Primary School, Crawley	Part I or Part II: Part I
Report by Executive Director Economy, Infrastructure and Environment and Director of Education and Skills	Electoral Division: Langley Green and Ifield East
<p>Summary</p> <p>The County Council has a statutory duty to provide sufficient school places for all children who need a place. The County Council has been closely monitoring the number of pupils across the county and this number has been rising for the last five years, including the number of children with Special Educational Needs and Disabilities (SEND).</p> <p>In order to meet the growth in the number of pupils with SEND in the Crawley area, the County Council proposes expanding Manor Green Primary School to provide additional places for vulnerable pre-school and primary aged children ranging in age from two to eleven years old. This would enable the school to expand to a capacity of up to 200 planned places by September 2019 (the former capacity was 164 places). A statutory notice to this effect was published in the week commencing 8 October 2018 in line with Department for Education statutory guidance to make prescribed alterations to schools.</p> <p>A public consultation between 8 October and 13 November 2018 sought comments on the proposal and the outcome of this is set out in section 3.</p>	
<p>West Sussex Plan: Policy Impact and Context</p> <p>This proposal is in accordance with the Best Start In Life Policy within the West Sussex Plan. It will ensure access to education meeting the needs of the community.</p>	
<p>Financial Impact</p> <p>Early indications suggest a budget of £500,000 would be required for the expansion project. Approval to allocate funding from the Basic Need Capital Programme to pay for these works would be sought via the appropriate Key Decision process to enable the school to expand to a capacity of up to 200 planned places (the former capacity was 164 places).</p>	
<p>Recommendation</p> <p>The Cabinet Member for Education and Skills is asked to approve a statutory notice to increase space at Manor Green Primary School from September 2019.</p>	

PROPOSAL

1. Background and Context

- 1.1 The County Council has a statutory duty to commission sufficient school places for children and young people across the county including those with Special Educational Needs.
- 1.2 Manor Green Primary School is a mixed community special school located in the Ifield neighbourhood of Crawley. The school provides education for vulnerable pre-school and primary aged children ranging in age from two to eleven years old. All children have an Education, Health and Care Plan (EHCP). The school caters for a wide-range of Special Educational Needs particularly for children with moderate and severe learning difficulties, complex social and communication difficulties or those who have been identified as having an Autistic Spectrum Condition. The school opened in 2004 and is rated by Ofsted as Outstanding.
- 1.3 West Sussex County Council has been closely monitoring the number of pupils across the county and this number has been rising for the last five years, including the number of children with SEND. Manor Green Primary School has accommodated increasing number of pupils over recent years and this proposal seeks to improve the school's buildings to enable them to continue to accommodate a greater number of pupils than the Published Admission Number (PAN) originally set out.
- 1.4 Manor Green Primary has a current number on roll (NOR) of 198 but a physical capacity of 164 places. The school is therefore short of building capacity and keen to have this addressed to cater for the additional pupils. As a generic special school, providing for a broad range of needs, there is no proposal to alter designation or the type of SEND provided for.
- 1.5 Feasibility work has been undertaken to consider how to provide additional teaching spaces (two classrooms and hygiene space) to extend facilities and support the additional pupils. It is likely that this would be of a modular construction and sited adjacent to the current school buildings. Work on the exact location is still ongoing and would be subject to a full planning application submission.
- 1.6 The expansion of a special school by 10% or more requires a statutory public consultation. The Headteacher and Governors support the proposal, welcoming enhanced facilities that would benefit the children in their care. The proposals also comply with the SEND Improvement Test by improving the standard and quality of educational provision for children with SEND.

2. Proposal Details

- 2.1. That after considering the responses to the consultation, the Cabinet Member for Education and Skills is asked to confirm the statutory notice to increase the space at Manor Green Primary Special School in order to cater for increased numbers of children with SEND in the area.

FACTORS TAKEN INTO ACCOUNT

3. Consultation

- 3.1 An initial briefing explaining the proposals and the rationale behind the expansion was given to the Cabinet Member, County Local Committee Members, the Chief Executive of Crawley Borough Council, the Headteacher and Chair of Governors of Manor Green Primary School, the Teaching Associations and Unions, and the local MP before the consultation began.
- 3.2 Following Department for Education guidelines, a statutory notice was published in the Crawley Observer in the week commencing 8 October 2018 and a consultation letter was circulated to the following members of the community:-
- Manor Green Primary School (Headteacher, Governors, Staff and Parents)
 - Neighbouring Schools (both Primary and Secondary mainstream)
 - Special Schools in the area - Manor Green College, Woodlands Meed and Queen Elizabeth II Special School
 - SEN Parents Forum
 - Crawley Borough Council
 - Surrey County Council
 - The Dioceses of Chichester and of Arundel and Brighton
 - Unions and Teaching Associations
 - Local MP Henry Smith
 - Local Members
 - County Council Staff Groups and E Panel
- 3.3 A four week public consultation to seek views on the proposal was also undertaken via an online survey using the County Council's 'Have Your Say' website. The consultation closed on 13 November 2018.
- 3.4 Seventy-nine responses were received in total from the online survey. No email submissions or paper letters were received. Seventy-four responses were from respondents local to the school, with two from Chichester, two from Worthing and one from Seaford in East Sussex.
- 3.5 A summary report of consultation responses is provided in the Appendix. The full analysis is made available to the Cabinet Member for Education and Skills only, in order to protect individuals being identified and to comply with GDPR legislation. A verbatim sample of the type of comments made is contained in the table in the Appendix to illustrate the points made.
- 3.6 Seventy-five of the responses supported the proposals, three objected and one neither supported nor objected. The majority of the respondents welcomed more space at Manor Green Primary but asked that additional funding was agreed for teachers and support staff, that consideration was given to improving facilities for drop off and pick up at school start and finish times and that specialist spaces/more storage areas were made available as well as additional classrooms. In general the proposal was strongly supported with recognition of greater need for places in the area.
- 3.7 The Capital Projects Team and their Building Design Team will invite parents and local residents to view the proposed development plans for the building

works prior to the submission of a planning control application to the Local Planning Authority.

4. Financial (Revenue and Capital) and Resource Implications

- 4.1 Should the proposal to expand the school be approved, the building of two modular classrooms with additional hygiene space would be required to extend the school facilities and accommodate additional pupils. Approval to allocate funding from the Basic Need Capital Programme to pay for these works would be sought via the appropriate Key Decision process to enable the school to expand to a capacity of up to 200 planned places (the former capacity was 164 places). Early indications suggest a budget of £500,000 would be required for the expansion project. The investment represents good value for money with an additional 36 places created at a cost of approximately £13,888 per place (SEND places generally cost more than places in mainstream schools).
- 4.2 *Future transformation, savings/efficiencies being delivered*
Providing additional places at a maintained Primary Special School avoids children being placed in the Independent and Non-Maintained Sector which is generally very expensive with placements averaging £40,000 to £150,000 per annum. This would reduce the over spend on the Dedicated Schools Grant Revenue Budget (High Needs Block).
- 4.3 *Human Resources, IT and Assets Impact*
Additional pupils attract extra revenue provided by the Government per capita to allow for additional staffing and will offset property related costs, eg rates and utilities, which can be calculated when the additional floor area is determined.

5. Risk Assessment Implications and Mitigations

- 5.1 Without this decision, there could be delay to the increase in space in the school, which is already short of accommodation. More local children may have to be educated 'out of county' in Independent and Non-Maintained schools which involve long journeys for pupils to schools and is costly to the High Needs Block of education funding. The Pupil Admission Number may have to revert to its previous lower number and this will inconvenience parents if children were required to attend schools some distance away.
- 5.2 Funding has not yet been formally allocated to this project and is dependent in part on the completion of the final endorsement of the proposals. There is however Basic Need funding identified to finance this project. Business cases that meet the needs of the Capital Programme governance process, planning approval and a Cabinet Member Decision to approve allocation of the necessary funds will be required to move this project forward and this will be managed by the Capital and Asset Management Team. The Capital Project Manager is appointed and tasked with leading on this process.

6. Other Options Considered (and Reasons for not proposing)

- 6.1 Figures for SEND places and early indications of potential schemes are discussed by the West Sussex County Council Planning Places Board and the

SEND Team. Forecasts show that a 'do nothing' option is not appropriate as a shortage of places would lead to children having to travel long distances to school. This would also have an impact on the school which is short of accommodation for existing pupils. Manor Green Primary is the only Community Primary Special School in Crawley and increasing provision will give parents the choice to send their children to a local school.

7. Equality and Human Rights Assessment

- 7.1 Everyone has the right to respect for private and family life, home and correspondence under Article 8 of the Human Rights Act. The impact of any proposed changes on the right to family life such as a need to travel further to an appropriate school will be taken into consideration. Article 1 of the First Protocol is the right to education. No person shall be denied the right to education. The proposals therefore support this right as school places will be available in the local area for all children of school age.
- 7.2 Notifying schools, parents/carers, and other interested parties (see 3.2 above) has helped to ensure that it was possible to gather the views of a wide range of individuals including those with protected characteristics.
- 7.3 The consultations on the 'Have Your Say' website are specifically designed to help to gather the correct information so that protected groups, and those with protected characteristics, are identified within the data.
- 7.4 The consultation included gathering information on nine protected characteristics including race, sex, disability and religion or belief, and the documentation has taken into account the diverse communication needs of the population.
- 7.5 An analysis of protected characteristics was undertaken and no significant issues were identified, although concern about ensuring adequate levels of SEND provision for the expansion was expressed by 33 of the respondents.

8. Social Value and Sustainability Assessment

Not applicable.

9. Crime and Disorder Reduction Assessment

None.

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Appendices

Appendix – Analysis of responses to public consultation summary report

Background papers - None