

CABINET

18 September 2012

Title: Proposed Expansion of Manor Infant School to become Manor Primary School	
Report of the Cabinet Member for Children's Services	
Open Report	For Decision
Wards Affected: Longbridge and Becontree	Key Decision: Yes
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Accountable Divisional Director: Jane Hargreaves, Divisional Director of Education	
Accountable Director: Helen Jenner, Corporate Director of Children's Services	
Summary: <p>At its meeting on 16 March 2010 (Minute 139), the Cabinet approved the allocation of funding within the Capital Programme to support an investment programme to respond to the demand for additional school places in the primary age range. The report to the 16 March meeting, together with several later reports, outlined interim arrangements that had been agreed with Headteachers and Governing Bodies to meet immediate demand issues at a number of the Borough's schools.</p> <p>One of those arrangements related to the creation of a new primary school on the site of the former University of East London (UEL) Site. To assist in the school being operational from the start of the 2011/12 academic year, the Governors of Manor Infant School, based at Sandringham Road, Barking, agreed to take on the responsibility of managing the new school as an interim measure - the new school has been known as Manor School (Scholars Way).</p> <p>This report seeks to formalise that arrangements through the permanent expansion of Manor Infant School to become Manor Primary School with effect from the Autumn Term 2012. The new Manor Primary School will have an admissions number of 120 at the Sandringham Road site (four forms of entry operating from Nursery through to Year 2) and an admissions number of 90 at Scholar's Way (three forms of entry operating from Nursery through to Year 6).</p> <p>This proposal does not impact on Manor Junior School, which will continue to provide education for four forms of entry through Years 3 to 6.</p>	
Recommendation(s) <p>The Cabinet is recommended to agree the formal expansion of Manor Infant School to become Manor Primary School for children from nursery age to Year 6 with effect from the Autumn Term 2012, as detailed in the report.</p>	

Reason(s)

To assist the Council in achieving its Community Priority of “Inspired and Successful” and in fulfilling its duty to provide every child in the Borough with a school place.

1. Introduction and Background

- 1.1 The borough has seen an unprecedented rise in births since 2003/04 and a corresponding rise in the number of Reception children. Information on population increase was detailed in the report to Cabinet of 22 May 2012, Minute Number 5, and also how this demand has been met.
- 1.2 The Council has planned for steady expansion of school places in the primary sector over the past few years. The requirement to make the right number of places available and being able to satisfy demand involves analysis of demographic data for which there are established methods for planning pupil places that we have followed.
- 1.3 The development of the former UEL site included plans for circa 1,040 new homes. This phased development of new homes meant it was necessary to put in place some temporary arrangements for primary aged children. This would serve both this development and also that of the local area that has, in line with the rest of the borough, seen a rise in the pupil population.
- 1.4 At its meeting on 28 February 2011 [Minute No. 122], the Development Control Board agreed to grant planning permission for a primary school on the UEL Site. The Governors of Manor Infants’ School agreed to take on the responsibility of managing the site as an interim measure.
- 1.5 Manor Infant School was judged Outstanding at its last Ofsted Inspection of March 2008 and at its Interim Assessment in January 2011; this had been sustained.
- 1.6 Data as at 9 July 2012 shows that there are 116 pupils residing in the new homes at the former UEL site who attend schools in Barking and Dagenham. Further details are attached at Appendix A.
- 1.7 Table 1 below shows the classes in operation at Manor School (Scholars Way) for this Academic Year and the classes to be in operation for 2012/13 following discussion with the headteacher of Manor Infant School.

Table 1 – Number of Classes in Operation at Manor (Scholar’s Way)

	Reception	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	<u>Total Classes</u>
2011/2012	3	1.5	0.5	0.5	0.5	0.5	0.5	7
2012/2013	3	3	2.0	2.0	1.0	0.5	0.5	12

- 1.8 Table 2 below details the units built on the UEL site up to 31 March 2012 and the housebuild target for this site up to 2015/16.

Table 2 – Units Built and Expected Completions to 2015/2016

	Total Number of Units Built	Details of Unit Type			
		1-Bed	2-Bed	3-Bed	4-Bed
Up to 31.12.10	77	12	26	17	22
Additional units up to 20.04.11	204	25	100	40	39
Additional units up to 02.03.12	182	60	32	90	0
Additional expected completions for: 2012/13	150				
2013/14	130				
2014/15	138				
2015/16	254				

- 1.9 Table 3 below details the number of pupils admitted into Reception Year in the borough for the past five years. Forecasts are that the numbers are to continue to rise.

Table 3 - Number of pupils in Reception Year

Academic Year	Number of Reception Pupils	Annual Increase	Cumulative Increase (From 2007/09)
2007/08	2,532		
2008/09	2,720	188	188
2009/10	2,928	208	396
2010/11	3,125	197	593
2011/12	3,472	347	940

- 1.10 The Cabinet has previously approved a range of necessary actions taken by the Corporate Director of Children's Services to respond to the demand for additional school places in the primary phase.
- 1.11 Meetings with the Chair and Board of Governors of the school have been held over the past two years to discuss the wider proposals and support was received to expand the school permanently following the development of the new site at the former UEL and the provision of an additional school building.
- 1.12 A series of meetings have been held at the school including meetings with the head teacher, Deputy Headteacher and LA Officers; senior leadership team meetings, teaching staff other various school committee meetings and Governing Body Meetings regarding the expansion of the school.
- 1.13 Letters were sent to Parents, Carers and Guardians of Pupils, Staff and Governors of Manor Infant School and also Manor Junior School informing them of the

proposal to expand the school and the reasons for this on 7 June 2012. This letter was also sent to Headteachers of all of the schools in the borough.

- 1.14 The Council has published a formal statutory notice to expand the school with effect from the Autumn Term, with a standard new admission number of 120 at the Sandringham Road site and 90 at the Scholar's Way site. The notice was published in the local press on 28 July 2012 and copies of the notice were displayed in each of the schools and Barking Library and also sent to other neighbouring local authorities. The notice period expired on 7 September 2012.
- 1.15 At the time of writing this report, no responses have been received following the published notice and the letter sent to parents, carers and guardians of pupils, staff and governors of the school.
- 1.16 Any responses received subsequent to the writing of this report will be reported at the meeting.

2. Proposal and Issues

- 2.1 The expansion proposals are to establish Manor Infant School as a Primary School with Admission of 120 at Sandringham Road for Reception to Year 2 and 90 at Scholar's Way for Reception to Year 6. The site at Scholars Way has been admitting pupils from Reception to Year 6 since September 2011 and this process formalises the current arrangements for the school and is in accordance with Members preferences previously expressed for primary education.
- 2.2 This is in line with the Council's Policy House whereby we want a borough that believes in opportunity and one that recognises and champions success, where people can look to the future with confidence, assured that their council will do what it can to provide the educational, academic and vocational opportunities they need.
- 2.3 The permanent expansion of this outstanding school will ensure that the pupils on the Scholars' Way site receive the same excellent educational opportunities as those currently taught at Manor Infant, Sandringham Road.
- 2.4 Further, this proposal supports the Council's Education Strategy whereby the overarching responsibility for Education in Barking and Dagenham is to improve the life chances and help drive, support and fulfil the ambitions of all the children, young people and adults who live and study here.
- 2.5 In particular the Education Strategy sets out the agreement for a programme for developing school places subject to the proviso that it may need revision in the light of changed demand for places and resources available.

3. Options Appraisal

- 3.1 The following options were considered:
 - Option 1 - Manor Infants to shrink back to Sandringham Road and the LA then to establish the Scholar's Way site as a separate school, probably an Academy.

- Option 2 - Establish Manor Infant and Junior Schools as a hard federation incorporating both sites with one Executive Headteacher and two Heads of site.
- Option 3 - Establish Manor Infant as a Primary School at Scholar's Way with 90 in Reception and right through the school. This would require Manor Juniors to also become a Primary School with 120 in each year group and be located at Sandringham Road.
- Option 4 - Establish Manor Infant as a Primary School with Admission Number of 120 at Sandringham Road (operating from Nursery through to Year 2) and 90 at Scholar's Way (operating from Nursery through to Year 6). This is the preferred option and has the support of each School's Governing Body and local community, and forms part of the wider development of the Schools for which funding has been made available within the Council's Capital Programme.

4. Consultation

- 4.1 As set out in Section 1 of the report, discussions have been held with Manor Infant School and also the headteacher at Manor Junior School regarding the expansion of the infant school. Letters were sent to all parents, carers and guardians, members of staff and members of the governing body for each of the schools allowing them six weeks to put forward any comments or views. Trade Unions were copied into the letters.
- 4.2 A formal statutory notice was published in The News on 28 July 2012 regarding the proposal to expand the school with effect from 25 September 2012 allowing a further six weeks for views to be brought forward. The Notice was sent to neighbouring Local Authorities, all schools in the borough and trade unions.
- 4.3 Ward members were sent this report prior to it being finalised as part of the consultation process.

5. Financial Implications

Implications completed by: Dawn Calvert, Finance Group Manager

- 5.1 No further capital costs are to be incurred as construction is now complete.
- 5.2 This proposal is revenue neutral for 2012-13 as additional class funding has already been accounted for under the current arrangements.
- 5.3 Revenue costs for the new school from 2013-14 will be funded from DSG and calculated using the new Schools Funding Formula as proposed by DfE as part of their Schools Funding Reforms.
- 5.4 The construction of the new Schools Funding Formula is in progress to meet the DfE deadline for completion by October 2012. It is therefore not possible to determine the funding for each of the options given in this report above.
- 5.5 However, the principles of the reform mean that the main driver of future funding will be pupil numbers. The organisation models detailed in the options appraisal should not affect this funding factor as pupil numbers are not expected to differ between

the different options. Other funding factors should not be affected with the exception of:

Lump sum factor – Under the new funding model each individual school will receive lump sum funding of £0 - £200,000. A Primary School will receive 1x the lump sum, two separate schools would receive 2x the lump sum. LBBD and the Schools Forum have not yet decided the level of the lump sum. Any impact could be at least partly mitigated by;

Split Site factor – Under the new funding model each individual school with multiple sites would receive an allocation to help meet the demands of operating across the sites. LBBD and the Schools Forum have not yet decided the level of the Split Site Factor.

- 5.6 From the school's perspective the recommendation to become a split site school provides the opportunity to share senior leadership team costs compared to establishing a new school on the Scholars Way site. Any savings made will be dependent upon the exact management structure that the governing body implements.

6. Legal Implications

Implications completed by: Fiona Taylor, Legal Group Manager

- 6.1 Cabinet is being asked to agree the permanent expansion of Manor Infants School, by three forms of entry, resulting in the school becoming a Primary School. It will provide education from Nursery to Year 6 on the Scholars Way site.
- 6.2 In accordance with the Education Act 1996, all local authorities have a duty to secure that efficient primary education is available to meet the needs of the population in their area – Section 13; and to secure sufficient schools for providing primary education is available for the area – Section 14. 'Sufficient' should be taken as meaning, sufficient in number, character and equipment to provide for all pupils, the opportunity of appropriate education.
- 6.3 The power to make such decisions arise from Sections 19 and 21 of the Education Inspections Act 2006. In discharging its duty, Cabinet may wish to consider the following matters:
- Does Cabinet have the full information on this proposal in order to make a decision?
 - Have all the interested parties been notified of this proposal, including the Secretary of State?
 - Has the statutory consultation been carried out prior to the publication of the notice?
 - Does the statutory consultation sufficiently address any objections that may have arisen as a result of that process?
 - Does the published notice comply with the statutory requirements?

- 6.4 When considering its decision, Cabinet may wish to pay particular attention to paragraphs 1.2 and 2.2 – 2.5 of this report. Cabinet should satisfy itself that these stated aims can be achieved by agreeing the proposals laid before it.
- 6.5 In considering the proposals, Cabinet should take account of the journey times of those children attending the expanded school. In particular, matters such as whether or not the planned expansion will unreasonably increase the journey times, increase transport costs or result in too many children being prevented from travelling sustainably due to unsuitable routes to the school.
- 6.7 Cabinet are asked to note that a decision on the proposal must be made *within* 2 months of the end of the representation period, that is, 8 September 2012. If no decision is made by that date, the proposal must be forwarded to the Schools Adjudicator for a decision within one week of 8 September 2012.

7. Other Implications

- 7.1 **Risk Management** - The Council has a statutory obligation to make provision for additional pupil places in the Borough and these proposals mitigate Corporate Risk 31 - the risk of failing to provide suitable numbers of places for pupils' learning.
- 7.2 **Staffing Issues** - The schools will need to increase the numbers of teaching and non-teaching staff to support the increase in pupil numbers. This will be funded through the school's DSG budget and the increased share which the school will receive.
- 7.3 **Customer Impact** - The increase in pupil places at the above listed schools will improve the available places for parents expressing a preference for their children to attend the aforementioned schools. It will also ensure that pupils have better access to education provision in the primary sector and are more likely to be able to attend schools in their local area.
- 7.4 **Safeguarding Children** - Adoption of the recommendation would contribute strongly to the Council's objectives to improve the wellbeing of children in the borough, reduce inequalities and ensure children's facilities are provided in an integrated manner, having regard to guidance issued under the Children's Act 2006 in relation to the provision of services to children, parents, prospective parents and young people.
- 7.5 **Property / Asset Issues** - The school estate portfolio will be increased as this additional site at Scholar's Way will be an annexe to the main building at Sandringham Road.
- 7.6 **Environmental Impact Assessment (EIA)** - The outline planning application 06/01284/OUT was accompanied by an EIA that can be viewed on the website link: <http://paplans.lbbd.gov.uk/online>. Subsequently, a reserved matters planning application 10/01043/REM was submitted for the school site and the EIA for this falls within the parameters of the outline planning application.

Background Papers Used in the Preparation of the Report:

- Legislation which allows this – Education and Inspections Act 2006.

- DfE Guidance: Expanding a maintained mainstream school by enlargement or adding a sixth form.
- Consultation letter dated 11 June 2012.
- Notice Published 28 July 2012
- Previous Cabinet Reports: 16 March 2010 [Minute 139], 22 May 2012 [Minute 5], 14 February 2012 [Minute 109], 18 October 2011 [Minute 51],
- Development Control Board Report dated 28 February 2011 [Minute 122].

List of appendices:

- **Appendix A** – Pupils Attending Schools in Barking & Dagenham residing at the former UEL site