





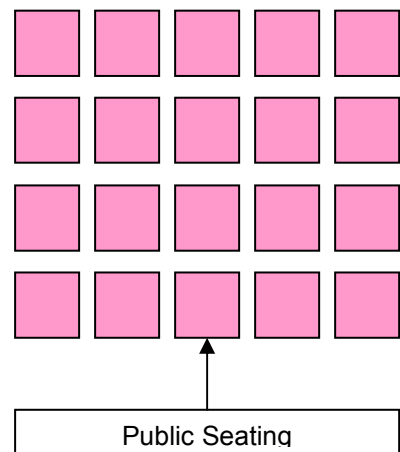
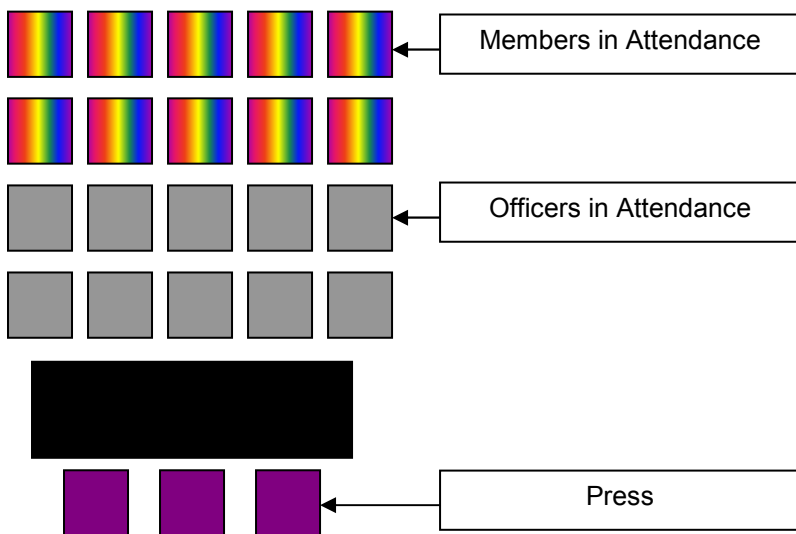
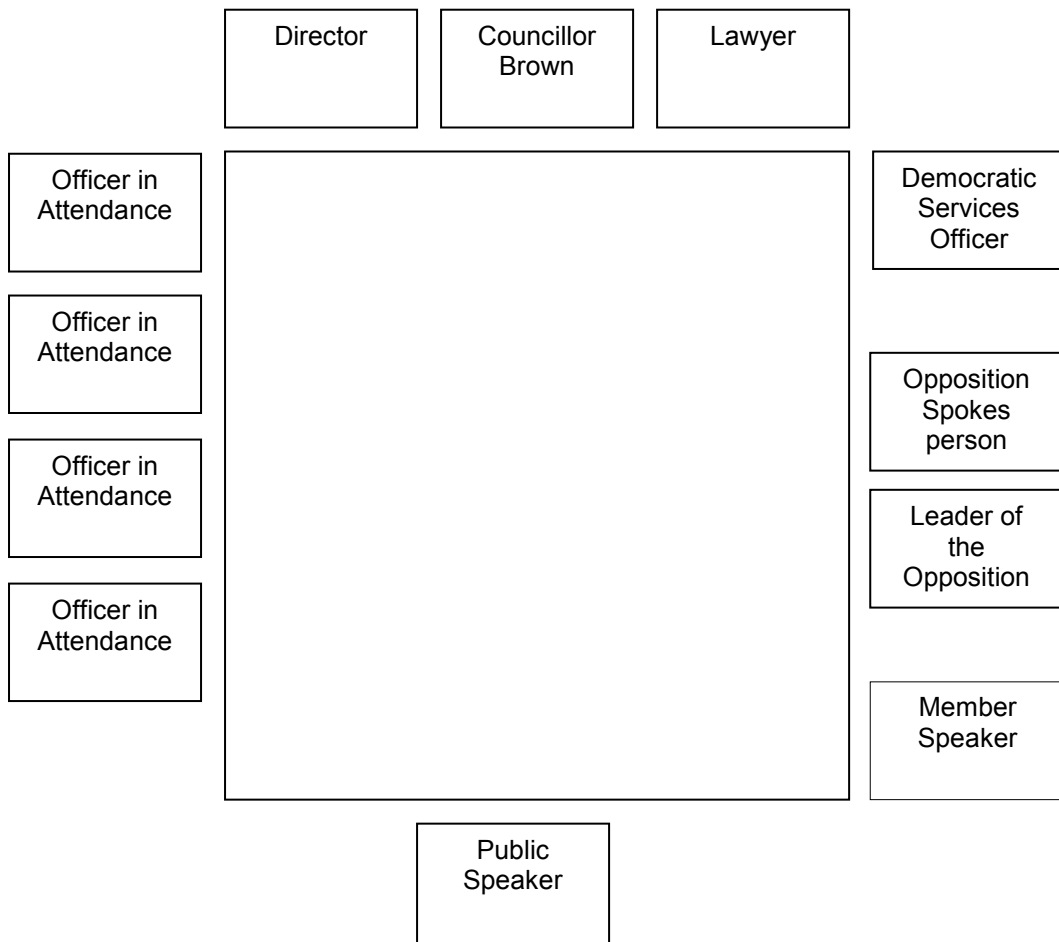
**Brighton & Hove
City Council**

Cabinet Member Meeting

Title:	Children & Young People Cabinet Member Meeting
Date:	21 July 2008
Time:	4.00pm
Venue	Committee Room 3, Hove Town Hall
Members:	Councillor: Mrs Brown (Cabinet Member)
Contact:	Nara Miranda Democratic Services Officer 01273 291004 (voicemail only) nara.miranda@brighton-hove.gov.uk

	The Town Hall has facilities for wheelchair users, including lifts and toilets
	An Induction loop operates to enhance sound for anyone wearing a hearing aid or using a transmitter and infra red hearing aids are available for use during the meeting. If you require any further information or assistance, please contact the receptionist on arrival.
	<p>FIRE / EMERGENCY EVACUATION PROCEDURE</p> <p>If the fire alarm sounds continuously, or if you are instructed to do so, you must leave the building by the nearest available exit. You will be directed to the nearest exit by council staff. It is vital that you follow their instructions:</p> <ul style="list-style-type: none"> • You should proceed calmly; do not run and do not use the lifts; • Do not stop to collect personal belongings; • Once you are outside, please do not wait immediately next to the building, but move some distance away and await further instructions; and • Do not re-enter the building until told that it is safe to do so.

Democratic Services: Meeting Layout



AGENDA

16. PROCEDURAL BUSINESS

- (a) Declarations of Interest by all Members present of any personal interests in matters on the agenda, the nature of any interest and whether the Members regard the interest as prejudicial under the terms of the Code of Conduct.
- (b) Exclusion of Press and Public - To consider whether, in view of the nature of the business to be transacted, or the nature of the proceedings, the press and public should be excluded from the meeting when any of the following items are under consideration.

NOTE: Any item appearing in Part 2 of the Agenda states in its heading the category under which the information disclosed in the report is exempt from disclosure and therefore not available to the public.

A list and description of the exempt categories is available for public inspection at Brighton and Hove Town Halls.

17. MINUTES OF THE PREVIOUS MEETING

1 - 4

Minutes of the Meeting held on 9 June 2008 (copy attached).

18. CABINET MEMBER'S COMMUNICATIONS

19. ITEMS RESERVED FOR DISCUSSION

- (a) Items reserved by the Cabinet Member
- (b) Items reserved by the Opposition Spokesperson
- (c) Items reserved by Members, with the agreement of the Cabinet Member.

NOTE: Public Questions, Written Questions from Councillors, Petitions, Deputations, Letters from Councillors and Notices of Motion will be reserved automatically.

20. PUBLIC QUESTIONS

(The closing date for receipt of public questions is 12 noon on 14 July 2008)

No public questions received by date of publication.

CHILDREN & YOUNG PEOPLE CABINET MEMBER MEETING

21. WRITTEN QUESTIONS FROM COUNCILLORS

No written questions have been received.

22. PETITIONS

No petitions received by date of publication.

23. DEPUTATIONS

(The closing date for receipt of deputations is 12 noon on 14 July 2008)

No deputations received by date of publication.

24. LETTERS FROM COUNCILLORS

No letters have been received.

25. NOTICES OF MOTIONS REFERRED FROM COUNCIL

No Notices of Motion have been referred.

26. MATTERS REFERRED FOR RECONSIDERATION

No matters have been referred.

27. REPORTS FROM OVERVIEW & SCRUTINY COMMITTEES

No reports have been received.

28. PROTOCOL FOR THE CREATION OF ALL THROUGH PRIMARY SCHOOLS 5 - 8

Report of the Director of Children's Services (copy attached).

Contact Officer: *Gil Sweetenham* Tel: 01273 293433
Ward Affected: *All Wards*

29. INFORMAL CONSULTATION ON THE CREATION OF AN ALL THROUGH PRIMARY SCHOOL FROM ST LUKE'S INFANT AND JUNIOR SCHOOLS 9 - 22

Report of the Director of Children's Services (copy attached).

Contact Officer: *Gil Sweetenham* Tel: 01273 293433
Ward Affected: *All Wards*

Part Two

Page

30. PART TWO MINUTES OF THE PREVIOUS MEETING HELD ON 9 JUNE 2008 - EXEMPT CATEGORY 3 23 - 26

(circulated to Members only).

Contact Officer: *Nara Miranda* Tel: 29-1004 (Voicemail)
Ward Affected: *All Wards*

CHILDREN & YOUNG PEOPLE CABINET MEMBER MEETING

The City Council actively welcomes members of the public and the press to attend its meetings and holds as many of its meetings as possible in public. Provision is also made on the agendas for public questions to committees and details of how questions can be raised can be found on the website and/or on agendas for the meetings.

The closing date for receipt of public questions and deputations for the next meeting is 12 noon on the fifth working day before the meeting.

Agendas and minutes are published on the council's website www.brighton-hove.gov.uk. Agendas are available to view five working days prior to the meeting date.

Meeting papers can be provided, on request, in large print, in Braille, on audio tape or on disc, or translated into any other language as requested.

For further details and general enquiries about this meeting contact Nara Miranda, (01273 291004 (voicemail only), email nara.miranda@brighton-hove.gov.uk) or email democratic.services@brighton-hove.gov.uk

Date of Publication - Friday, 11 July 2008

CHILDREN & YOUNG PEOPLE CABINET MEMBER MEETING

Agenda Item 17
Brighton & Hove City Council

BRIGHTON & HOVE CITY COUNCIL

CHILDREN & YOUNG PEOPLE CABINET MEMBER MEETING

4.00PM, 09 JUNE 2008

HOVE TOWN HALL – COMMITTEE ROOM 3

MINUTES

Present: Councillor Brown, Cabinet Member for Children & Young People

Also in attendance: Councillor Hawkes, Opposition Spokesperson

Other Members: Councillor Kemble

PART ONE

1 PROCEDURAL BUSINESS

1a Declarations of Interests

1.1 There were none.

1b Exclusion of Press and Public

1.2 The Committee considered whether the press and public should be excluded from the meeting during the consideration of any items contained in the agenda, having regard to the nature of the business to be transacted and the nature of the proceedings and the likelihood as to whether, if members of the press and public were present, there would be disclosure to them of confidential or exempt information as defined in Schedule 12A, Part 5A, Section 100A(4) or 100 1 of the Local Government Act 1972 (as amended).

1.3 **RESOLVED** - That the press and public be excluded from the meeting during the consideration of item 14 listed in Part Two of the agenda “The Future Provision of School Meals in Brighton & Hove”, Exempt Paragraph 3.

2 TERMS OF REFERENCE

2.1 **RESOLVED** – That the Terms of Reference for Children & Young People Cabinet Member Meeting be noted.

3 MINUTES

- 3.1 **RESOLVED** – That the minutes of the Children, Families and Schools Committee meeting held on 17 March 2008 be approved and signed by the Cabinet Member.

4 CABINET MEMBER'S COMMUNICATIONS

- 4.1 The Chairman welcomed everyone to the first meeting of the Cabinet Member Meeting for Children & Young People.

5 ITEMS RESERVED FOR DISCUSSION

- 5.1 **RESOLVED** – That Item 14, in Part Two of the agenda, be reserved for discussion.

6 PUBLIC QUESTIONS

- 6.1 There were none.

7 WRITTEN QUESTIONS FROM COUNCILLORS

- 7.1 There were none.

8 PETITIONS

- 8.1 There were none.

9 DEPUTATIONS

- 9.1 There were none.

10 LETTERS FROM COUNCILLORS

- 10.1 There were none.

11 NOTICE OF MOTION REFERRED FROM COUNCIL

- 11.1 No Notices of Motion have been received.

12 MATTERS REFERRED FOR RECONSIDERATION

- 12.1 There were none.

13 REPORTS FROM OVERVIEW & SCRUTINY COMMITTEE

- 13.1 There were none.

PART TWO SUMMARY

14 THE FUTURE PROVISION OF SCHOOL MEALS IN BRIGHTON & HOVE – EXEMPT CATEGORY 3

- 14.1 The Cabinet Member considered a report of the Director of Children's Services, concerning the future provision of school meals in Brighton & Hove.

14.2 **RESOLVED** – That the recommendations contained in the report be agreed.

15 PART 2 ITEMS

15.1 The committee considered whether or not the above item should remain exempt from disclosure to the press and public.

15.2 **RESOLVED** – That item 14 contained in Part 2 of the agenda remain exempt from disclosure to the press and public.

The meeting concluded at 4.10pm

Signed

Chairman

Dated this

day of

2008

CHILDREN & YOUNG PEOPLE CABINET MEMBER MEETING

Agenda Item 28
Brighton & Hove City Council

Subject:	Protocol for the Creation of All Through Primary Schools		
Date of Meeting:	21 July 2008		
REPORT OF:	Director of Children's Services		
Contact Officer:	Name:	Gil Sweetenham	Tel: 29-3433
	E-mail:	Gil.sweetenham@brighton-hove.gov.uk	
Key Decision:	Yes	Forward Plan No. CYP2162	
Wards Affected:	All		

1. SUMMARY AND POLICY CONTEXT:

1.1 Brighton and Hove City Council has had a policy of supporting the amalgamation of infant and junior schools where appropriate since 2000. Protocols were established following the Scrutiny Panel and report recommendations following the merger of three primary schools in 1999. This protocol has been revised in the light of the Primary Strategy for Change and the creation of the CYPT.

2. RECOMMENDATIONS:

2.1 That the revised Protocol for the Creation of All Through Primary Schools for implementation from September 2008 be agreed.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

3.1 The present protocol was revised in 2004 prior to the creation of the CYPT and the DCSF requirement for a Primary Strategy for Change. The Council produced a Primary Strategy for Change for the DCSF in June 2008. This document included the consideration of creating all through primary schools from separate infant and junior schools.

3.2 Attached to the protocol is an appendix detailing the staffing protocol. This was revised in January 2008.

3.3 This protocol would affect a limited number of schools in Brighton & Hove. The main changes in the revised document are as follows:

- The document now lists the potential advantages of the creation of all through primary schools.

- The document removes the suggestion that merged schools of over 600 students are unlikely to go ahead.

The document includes the option of extending the age range of one school and closing the other to create a new all through primary school.

4. CONSULTATION

4.1 All headteachers have been provided with copies of the draft protocol and it has been discussed with a group of headteachers who have either been through a merger/amalgamation, or know that their school could be part of a future proposal to create an all through primary school. The protocol has also been discussed with the School Workforce Unions. The protocol will be used for the development of any future all through primary school.

4.2 Responses to the consultation will be reported to the meeting on 21st July

5. FINANCIAL & OTHER IMPLICATIONS:

5.1 Any revenue costs for the creation of an all through primary school from separate infant and Junior schools would have to be met from the existing Individual School Budget (ISB) for the financial year in which a merger took place, as there are no additional resources available to fund any associated costs that may arise. Any Capital costs of a merger would have to be met from the Primary Capital Programme budget; however these may fall before or after the financial year in which the merger takes place."

Andy Moore Schools Principal Accountant 13th June 2008

Legal Implications:

5.2 Consideration of any proposals to amalgamate infant and junior schools under the revised protocol will need to take into account the Council's general statutory duties under the Education and Inspections Act 2006 to both ensure that there are sufficient school places in their area, and to promote diversity in school provision that responds to parental choice.

Serena Kynaston Lawyer 24 June 2008

Equalities Implications:

5.3 An Equalities Impact Assessment has not been carried out as all schools promote the creation of a fairer society where everyone can participate and has the opportunity to fulfil their potential and address unfair discrimination based on a membership of a particular group. Schools recognise and value difference in its broadest sense and create a culture and practices that staff.

recognise, respect, value and harness difference for the benefit of pupils, and staff.

Sustainability Implications:

- 5.4 Schools promote the four priorities of the council's commitment to address sustainability:

Sustainable Consumption and Production

Climate Change and Energy

Natural Resource Protection and Environmental Enhancement

Sustainable Communities

Crime & Disorder Implications:

- 5.5 Schools are key contributors to preventing crime and disorder.

Risk and Opportunity Management Implications:

- 5.6 Any change to school organisation will be of concern to schools and workforce unions. The purpose of the consultation process is to explore fully any concerns raised by these groups prior to introducing new policy.

Corporate / Citywide Implications:

- 5.7 The Council has had a policy of supporting the amalgamation of infant and junior schools where appropriate since 2000.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 The existing protocol is now out of date and needs to be replaced
- 6.2 Not addressing the potential advantages brought by all through primary schools could leave the council open to criticism regarding efficient use of resources.

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 To have a protocol in place that supports the councils wish to consider the creation of all through primary schools when appropriate.
- 7.2 To ensure that processes are in place to support the aspirations of our Primary Strategy for Change.
- 7.3 To place in the public domain the council's identification of the potential advantages of all through primary schools

SUPPORTING DOCUMENTATION

Appendices:

1. None

Background Documents

1. Consultation responses
2. Primary Strategy for Change

TEMPLATE STAFFING PROTOCOL

CREATION OF ALL THROUGH PRIMARY SCHOOLS

1. Introduction

- 1.1. Whilst the creation of a school can be an exciting venture and provide a range of opportunities for staff, it is recognised that the process leading up to it can be unsettling. It is the intention of Brighton & Hove City Council, Children & Young People's Trust (CYPT) to ensure that the arrangements for the appointment of staff to the structure of a new school are made clear, and that full consultation is undertaken with all staff affected as well as representatives of the locally recognised trade unions/professional associations. It is recognised that the locally recognised trade unions/professional associations will need to consult with their members within the establishments involved in the process.

- 1.2. The guidance below provides a process to take forward the staffing issues and how appointment decisions will be made. Consultation with the local secretaries of the recognised trade unions/professional associations will need to take place at each stage of the process and arrangements should be made, in the light of circumstances applicable at the time, which best meet the needs of both the school, and the staff involved.

- 1.3. It is the intention of Brighton & Hove City Council CYPT to protect the employment of affected staff and all reasonable efforts will be made to appoint existing staff to posts within the structure of the new school. It must be recognised that it will be the responsibility of the governing body (of the new primary school) to make appointment decisions, although detailed advice and guidance (in addition to this document) will be provided by the HR Team, throughout the process.

- 1.4. Given the extensive consultation with the professional associations/trade unions and the Authority, it is recommended that governors of the new school adopt this staffing agreement.

2. Process and timetable for the Creation of the All Through Primary School

- 2.1. Once a decision has been made to create a primary school (or that it appears such a decision will be the likely outcome), and thus cease to maintain an infant or junior school, the following steps will be taken in respect of staffing. It is important for the governing body of the new school to follow the stages laid down in the table below.

Proposed timetable

2.2 - Stage One

- a) The Primary School governing body will be formed from the expanded governing body of the xxxx (*insert either 'infant' or 'junior'*) school. It is intended that the Primary school governing body will include representation from the governing body of the school that is closing. In the lead up to the opening of the all through primary school, a 'joint governor committee' should be formed which should be made up of both infant and junior governing body members. This committee will be empowered to make staffing decisions prior to the confirmation of the membership of the primary school governing body (to be confirmed by the opening date of the all through primary school). The new governing body (or joint governor committee) will meet and agree the proposed merger protocol for the school.
- b) A meeting of the governing body will determine a timetable and appropriate arrangements to:
- i) confirm the appointment of the headteacher and deputy headteacher. In most cases the position of headteacher will not be vacant as there will be an existing head in post in the school that is expanding. If that headteacher is suitably qualified they should be confirmed in post as the headteacher of the all through primary school (see 13 (7) and 22(7) of the 2003 Staffing Regulations which exempts the relevant body from advertising heads/deputies posts nationally).
 - ii) determine the staffing structure of the school.
- c) meet with staff of both existing schools to confirm details of the process to be followed including estimated time scales and to answer any questions/concerns. The trade union/professional association representatives will be invited to this meeting and provision will be made for them to hold a pre-meeting with their members.

2.3. Stage Two

- a) National recruitment is not required for the headteacher (see 2.1b) above and para 6 below) but the 'joint committee' of the primary school governing body will need to write to the headteacher to confirm the ISR for the school and the corresponding headteacher pay range and salary. The joint committee will also need to review the deputy headteacher range agreeing any adjustments to the headteacher/deputy head's job descriptions as needed .

b) The appropriate panel of the governing body (along with the headteacher) will consider the staffing needs of the new primary school, taking into account the estimated pupil numbers, proposed budget share, the existing staff in the school and will recommend a staffing structure to accommodate the staff from the closing school. Support will be available from the LA HR and Finance teams. Initially, all staff from the closing school should transfer into the structure of the all through primary school. The plans for the new staff structure of the all through primary should follow the LA guidance on re-organisations i.e. a consultation paper should be proposed and discussed with the trade unions/professional associations and staff. The structure may need to be reconsidered as a result of the consultation process. The governing body will then confirm the new staffing structure before half term in the Spring term of the first academic year of operation, for implementation of the new staffing structure by the Autumn term of the second academic year of operation.

c) From the date that the proposal to create an all through primary school is being seriously discussed by the governing body/staff all vacancies at the infants/juniors and subsequent primary will be reviewed on a post by post basis to determine whether they may be held vacant until the new structure is established or recruited to on a temporary basis.

2.4. Stage Three

a) The staff from the infant and junior schools will stay in current posts with minimum disruption until the final structure for the all through primary school is established, following consultation. As soon as possible following the September commencement date of the all through primary school, a letter will be sent from primary governing body to all staff confirming that they are now working for the all through primary school and that consultation on a revised structure will follow.

b) Any staff who remain unplaced in the school will be assisted in seeking redeployment within the local authority (placed on formal redeployment register) or (informally) within other Brighton and Hove schools.

3. Eligibility Rules

3.1. The eligibility for staff in the closing school will be considered for posts in the new school will be based on their current post/normal range of work. This does not necessarily mean that a member of staff will continue to undertake an identical role in the new school. However the assimilation exercise should not be used to vary an employee's role significantly unless it can be justified on organisational/operational grounds.

- 3.2. Where a post is being considered at a particular level and/or for a particular type of work that did not previously exist, staff from the two related schools must be considered.
- 3.3. Temporary staff employed to work with statemented pupils will continue in employment where there is a need to continue to provide the support for the pupil in the new school. Such continued employment will be temporary, in accordance with the usual arrangements, and such staff will not be eligible for permanent posts under the terms of this agreement.
- 3.4. If any member of staff is re-deployed to a post at a lower salary level, any protection of salary will be in accordance with their national/local terms and conditions of employment.
- 3.5. If there are two members of staff eligible for only one post in the new structure then both members of staff will be entitled to be interviewed in a ring fenced interview process (in line with LA management of change procedures).

4. Additional Support for Staff

- 4.1. Trade union and professional association representatives will be involved and consulted throughout the process and they will be available to provide support and representation to their members. There will also be the opportunity for individual staff to discuss issues/concerns with a member of the HR Team, on request.
- 4.2. If there are staff remaining unplaced in the final new structure, all reasonable efforts will be made to assist those staff in seeking redeployment within other Brighton & Hove Schools or City Council services. Individual discussions will take place to determine the best way to meet the needs of any employee in this situation. This may include the LA assisting in the following ways:
 - completion of CV/application form;
 - circulation of such information to all relevant schools in the LA (and possibly neighbouring LAs);
 - issuing the vacancy list to the employee's home address;
 - time off to seek alternative employment;
 - utilising premature retirement applications from staff elsewhere in the LA to create an appropriate vacancy, to which the unplaced member of staff will be appointed;
 - re-training will be considered.

5. Alternative model for the Creation of All through Primary Schools – staffing protocol template

In most instances this protocol for the 'creation of an all through primary school' will follow the LA's preferred model, where one school expands to become the 'new' all through primary school, with the other school closing. This is in preference to both infant and junior schools closing and a 'brand new' all through primary opening in it's place. This staffing protocol has been written on the basis of the preferred LA model. However, if the model which includes both schools closing/a new one opening is adopted, then different arrangements will need to be agreed with the staff side, especially in relation to the head's appointment (these arrangements will be in line with general LA organisational change policies).

Agreement drawn up Management on:26 June 2008

Agreed by staff side on: 11 July 2008

Agreement approved by (x governing body): on:.....

CHILDREN & YOUNG PEOPLE CABINET MEMBER MEETING

Agenda Item 29

Brighton & Hove City Council

Subject:	Informal Consultation on the creation of an all through primary school from St Luke's Infant and Junior Schools.		
Date of Meeting:	21 July 2008		
REPORT OF:	Director of Children's Services		
Contact Officer:	Name:	Gil Sweetenham	Tel: 29-3433
	E-mail:	Gil.sweetenham@brighton-hove.gov.uk	
Key Decision:	Yes	Forward Plan No. CYP 2163	
Wards Affected:	All		

1. SUMMARY AND POLICY CONTEXT:

- 1.1 Brighton and Hove City Council has had a policy of supporting the amalgamation of infant and junior schools where appropriate since 2000. Protocols were established following the Scrutiny Panel and report recommendations following the merger of three primary schools in 1999. This protocol has been revised in the light of the Primary Strategy for Change and the creation of the CYPT
- 1.2 The protocol states that the main reason for creating an all through primary school must be to provide a better school. The triggers for consideration include in section 2.2 (i):
- A Headteacher leaving**
- In the case of separate infant and junior schools serving the same area, if one Headteacher leaves then the school is automatically considered as a possible all through primary school.
- 1.3 The headteacher of St Luke's Infant School left the school in August 2007 and subsequently discussions have been had with both school governing bodies regarding the possible creation of a new all through primary school

2. RECOMMENDATIONS:

- 2.1 That the publication of the informal consultation document proposing the creation of an all through primary school from St Luke's Infant and Junior Schools be agreed.

3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 Brighton and Hove City Council has had a policy of supporting the amalgamation of infant and junior schools where appropriate since 2000. Protocols were established following the Scrutiny Panel and report recommendations following the merger of three primary schools in 1999. This protocol has been revised in the light of the Primary Strategy for Change and the creation of the CYPT
- 3.2 At present the two schools operate as separate institutions within the same building and on the same site, each with its own headteacher, staff and governing body. Children remain in the Infant school until the age of seven, and then are able to transfer to the Junior School in accordance with the City's admissions criteria. The majority of children do transfer from one school to the other in this way. The main schools are housed the same building with sufficient capacity for the schools intake.
- 3.3 The proposal is the creation of a new all through primary school by closing St Luke's infant school and extending the age range of St Luke's junior school to create a new single school to cater for pupils aged 4–11 years. The creation of a new all through primary school, if approved, would require the closure of the infant school and the establishment of a new all-through community primary school.

It is proposed that the new school be three form of entry (i.e. an intake of 90 pupils). This would mean that the infant school intake number would be increased from 85 to 90 and that there would be a small increase in numbers at the new primary school.

To support the creation of a new all through primary school there will be some building adaptations recognising the limitations imposed by listed building status. Funding will be provided from the Primary Capital Programme with the intention of providing accommodation to better fit the needs of current teaching and learning and the delivery of a broad and balanced curriculum.

4. CONSULTATION

- 4.1 Both governing bodies have been consulted. The proposal was considered by both school governing bodies on 29th January and on 27th March 2008. The Governing Body of the junior School fully supports the proposed creation of a new all through primary school.

The Governing Body of the infant School disagrees with the proposal on the basis of increased size, potential change of ethos and the loss of phase specialism.

- 4.2 A public meeting will be held at the school if it is agreed to proceed with issuing

the consultation document. Responses to this document and the public meeting will be reported to the Council prior to any future decision being taken to proceed to the statutory notice period.

5. FINANCIAL & OTHER IMPLICATIONS:

- 5.1 Any revenue costs of the creation of a new all through primary school from the separate infant and junior schools would have to be met from the existing Individual School Budget (ISB) for that financial year, as there are no additional resources available to fund any associated costs that may arise. Any Capital costs of the merger would have to be met from the Primary Capital Programme budget; however these may fall after that financial year."

Andy Moore Schools Principal Accountant 13th June 2008

Legal Implications:

- 5.2 The existing buildings are listed and any adaptations to the school will have to be completed within the limits imposed by this designation.
Before proceeding with any proposals to create an all through primary school the Council is required to consult all interested parties, by virtue of the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007. It is within the Council's power to determine the nature of the consultation, however sufficient time and information should be provided to allow those consulted to form a considered view.

Serena Kynaston Lawyer 24 June 2008

Equalities Implications:

- 5.3 An Equalities Impact Assessment has not been carried out as all schools promote the creation of a fairer society where everyone can participate and has the opportunity to fulfil their potential and address unfair discrimination based on a membership of a particular group. Schools recognise and value difference in its broadest sense and create a culture and practices that recognise, respect, value and harness difference for the benefit of pupils, and staff.

Sustainability Implications:

- 5.4 Schools promote the four priorities of the council's commitment to address sustainability:
Sustainable Consumption and Production
Climate Change and Energy
Natural Resource Protection and Environmental Enhancement
Sustainable Communities

Crime & Disorder Implications:

- 5.5 Schools are key contributors to preventing crime and disorder.

Risk and Opportunity Management Implications:

- 5.6 Any change to school organisation will be of concern to local residents, parents and staff. The purpose of the consultation process is to explore fully the concerns raised by these groups and to determine whether these outweigh the advantages of the proposed changes

Corporate / Citywide Implications:

- 5.7 The Council has had a policy of supporting the amalgamation of infant and junior schools where appropriate since 2000.

6. EVALUATION OF ANY ALTERNATIVE OPTION(S):

- 6.1 The council could continue with the two schools as separate entities. This would not address the potential advantages of an all through primary school detailed in the consultation paper and the protocol.

7. REASONS FOR REPORT RECOMMENDATIONS

- 7.1 Although the council is clear in its pursuit of the potential benefits of an all through primary school, both existing schools have been judged by Ofsted to be successful; one governing body supports the proposal one does not; and the local community has yet to be consulted.

SUPPORTING DOCUMENTATION

Appendices:

1. Draft Public consultation document proposing the creation of an all through primary school at St Luke's

Background Documents

1. The Protocol for the Creation of an All Through Primary School



Brighton & Hove

CONSULTATION DOCUMENT

PROPOSED CREATION OF A NEW ALL THROUGH PRIMARY SCHOOL TO REPLACE ST LUKES INFANT AND JUNIOR SCHOOLS, BRIGHTON AND HOVE

- inviting you to have your say -

Why are we consulting you?

This document is published by Brighton and Hove City Council and is intended as a basis for consultation with governors, staff, pupils, parents and other interested groups about a proposal to create a new all through primary school to replace the existing St Luke's Infant and Junior Schools on the present site.

This document sets out the reasons for the proposal, identifies the issues for consideration and explains the arrangements for consultation. At the end you will find details of a public meeting to which you are invited and a reply slip for you to let us know what you think. There is also some information about what happens after consultation.

Some background facts

Brighton and Hove City Council has had a policy of supporting the amalgamation of infant and junior schools where appropriate since 2000. Protocols were established following the Scrutiny Panel and report recommendations following the merger of three primary schools in 1999. The existing protocol* states that the creation of a new school with pupil numbers over 600 would be unlikely to go ahead. The combining of pupils from St Luke's Infant and Juniors will be around this number and part of the consideration of this proposal is to determine whether the size of the proposed new school is acceptable.

* The existing protocol has been revised in the light of the creation of the Children and Young People's Trust and its publication of the Primary Strategy for Change. The revised document will be considered at the Cabinet Member meeting on 21st July 2008 for possible implementation in September 2008.

The current position

At present the two schools operate as separate institutions within the same building and on the same site, each with its own headteacher, staff and governing body. Children remain in the Infant school until the age of seven, and then are able to transfer to the Junior School in accordance with the City's admissions criteria. The majority of children do transfer from one school to the other in this way. The main schools are housed in the same building with sufficient capacity for the schools intake.

The Council has a commitment to working with schools to make them centres for community learning, and supporting them in meeting the wider needs of the community by engaging social services, health, the police, and the voluntary sector.

What is proposed?

The proposal is the creation of a new all through primary school by closing St Luke's Infant School and extending the age range of St Luke's Junior School to create a new single school to cater for pupils aged 4–11 years. The creation of a new all through primary school, if approved, would require the closure of the Infant School and the establishment of a new all-through community primary school.

It is proposed that the new school be three form of entry (i.e. an intake of 90 pupils). This would mean that the Infant School intake number would be increased from 85 to 90 and that there would be a small increase in numbers at the new primary school.

To support the creation of a new all through primary school there will be some building adaptations using the Primary Capital Programme with the intention of providing accommodation to better fit the needs of current teaching and learning and the delivery of a broad and balanced curriculum.

What might be the educational advantages in the creation of a new all through primary school?

The Council produced a Primary Strategy for Change for the DCSF in June 2008. This document reflected Brighton and Hove City Council's policy of supporting the amalgamation of infant and junior schools where appropriate. The Council believes the advantages of the creation of all through primary schools are as follows:

- Greater continuity in teaching, pupil care and development under a single headteacher and teaching staff. It is very important to

ensure continuity in planning the curriculum across the stages of education so that pupils make the best possible progress in learning.

- The school could offer a greater range of teaching skills, including the opportunity to appoint curriculum co-ordinators with the time to oversee the effective teaching of individual subjects across the whole 4–11 age range.
- Greater flexibility that a 4–11 school has in organising classes, deploying teachers and support staff and using resources, including buildings, more effectively.
- Closer contact with parents over a longer period of time and covering the full span of the children's primary education.
- Practical advantages to parents e.g. same staff development days, the same school policies relating to home links, uniform, codes of conduct etc.
- Transfer to a different school environment after three years or less of schooling might be seen as an unnecessary disruption to pupil's sense of security and well being. A positive feature of 4–11 schools is the social interaction between younger and older pupils
- Separate admissions applications at age seven will not be necessary and any uncertainty about transfer between the schools would be removed

What might be the educational advantages of remaining as separate schools?

- Within smaller schools it is very possible for all staff to know every child and their individual needs, thus assisting in providing consistency of approach.
- Currently each school is able to focus all of its resources on particular Key Stages.
- Avoidance of disruption caused by change.
- Parents may prefer separate infant and juniors schools

Other considerations

- If the creation of a new all through primary school were to go ahead, the Infant School would need to close, on the following day the Junior School would have its age range extended creating the new all through primary school.
- The governing body of the closed Infant School would cease to exist on the day the school closed.
- Legally the governing body of the Junior School would continue, but the Local Authority expects both Junior and Infant Governing Bodies to work together to create a new Governing Body for the new school which has equal representation where possible from both existing schools.

- The Local Authority expects the existing Governing Bodies to work together to agree with the headteacher the initial staff structure for the new school which should include all staff from the closing Infant School. The new school Governing Body is expected to adopt this structure for the first year at least. *
- The particular ethos of each school may change.

* The Brighton and Hove policy document "The Creation of all-through primary schools - model procedure for handling staffing implication" states in section

2.4 stage 3 -

"All permanent full and part-time staff from the closing school will be assimilated to posts in the approved structure. Applications from temporary staff and staff from other new and closing schools shall only be considered when all the permanent staff from related schools have been offered posts in the new school. Any staff who remain unplaced in the school will be assisted in seeking redeployment within other Brighton and Hove schools"

Views of the Governing Bodies

Both Governing Bodies have been consulted. The proposal was considered by both school Governing Bodies prior to taking the decision to hold a public consultation.

The Governing Body of the Junior School supports the proposed creation of a new all through primary school in principle.

The Governing Body of the Infant School disagrees with the proposal on the basis of increased size, potential change of ethos and the loss of phase specialism.

The views of the Governing Bodies will be finalised in light of this consultation and both Governing Bodies will hold special meetings at the end of the consultation period to determine their final views on the proposal.

Consultation arrangements

If, having read this document, you would like to comment on the proposals; there are several opportunities for doing so:

- You should complete and return (either to the school or the Kings House) the reply slip included in this document.

- You can send a letter to the Assistant Director School Support and Central Area, Kings House, Grand Avenue, Hove BN23 2SR. *Please mark your letter for the attention of Gil Sweetenham*
- In the interests of economy, letters will not be acknowledged or responded to.

- **Replies must be received by** _____ **XXXXXXXXXX**

- You are welcome to attend the **Public Meeting** which has been arranged for:

Date: 2008

Time: 7pm

Venue: St Lukes Junior School

- At this meeting parents and others will have the opportunity to put forward their views. Officers from the Children and Young Peoples Trust will be present to clarify points of detail.

The next stage

All of the views put forward by consultees will be reported to Brighton and Hove City Council.

If the Council decides to move ahead with the proposal two Public Notices will be issued, one relating to the closure of the Infant School and one to extend the age range of the Junior School. Both notices will be in force for a period of six weeks. During this period, objections to the proposal may be made by any person or group.

If there are no objections, the Council is empowered to implement the proposals. Should there be any objections these will be considered by the Council before a decision is made.

The proposals set out in this document are put forward as a basis for consultation only. It is stressed that **no decisions have yet been made** and that none will be made until consultations have been completed and all views carefully considered by Brighton and Hove City Council.

The Council's major objective is to ensure the outcome of this consultation has local support and is in the best interests of pupils in Brighton and Hove.

DO PLEASE LET US KNOW YOUR VIEWS

Gil Sweetenham

Assistant Director, School Support and Central Area
Brighton and Hove Council **XXXXXXXX{date}**

Table 1 – Current and forecast rolls for both St Luke’s Infant and Junior Schools and surrounding schools

	Capacity Range	Admission Numbers	Spring 08	Forecast Rolls			
				Jan 09	Jan10	Jan 11	Jan 12
St Lukes Infant	81-90 243-270*	85	251	255	255	255	255
St Lukes Junior	81-90 324-360	90	334	338	336	340	341
Elm Grove	57-64 405-450	60	414	416	417	418	418
Queens Park	42-47 297-330	45	304	306	307	308	309
Carlton Hill	27-30 189-210	30	192	196	191	195	193

* Whole school figure

If you require any further copies of this document please request them by ringing 01273 293474 or emailing XXXXXXX@brighton-hove.gov.uk

Address for this returning this document:

XXXXXX

**Brighton & Hove City Council
Room 320, King’s House, Grand Avenue
HOVE, BN3 2ZZ**

Please return by **XXXXXXXXX 2008**

**All responses will be treated confidentially
Thank you for your assistance in our review**

The following timetable is proposed:

Publication of Consultation Document	Sept 2008
Public Consultation Meeting	Sept 2008
Last date for responses	October 2008
Report back to the Council	November 2008
Issue Public Notice	January 2009
End of public notice period	February 2009
Decision by the Council	March 2009
Provisional Opening	1 st September 2009

The Councillors for the area are: Cllr XXXXXXXXXXXXXXXX

Please Note: Apart from the public meeting on XXXXX2008, which will be held at the school, all other meetings are held at Hove Town Hall or Brighton Town Hall. For the exact times, please contact XXXXXX on telephone number:

01273 293474

RESPONSE FORM

Please return no later than

XXXXXXX 2008

To: Gil Sweetenham
Assistant Director School Support
And Central Area
Kings House

Tel: (01273) 293433

Fax: (01273) 293596

PROPOSED CREATION OF A NEW ALL THROUGH PRIMARY SCHOOL TO REPLACE ST LUKES INFANT AND JUNIOR SCHOOLS, BRIGHTON AND HOVE

Name

Address

(Please tick as appropriate) I am:

The parent of a pupil:
(please state which school)

I support the proposal

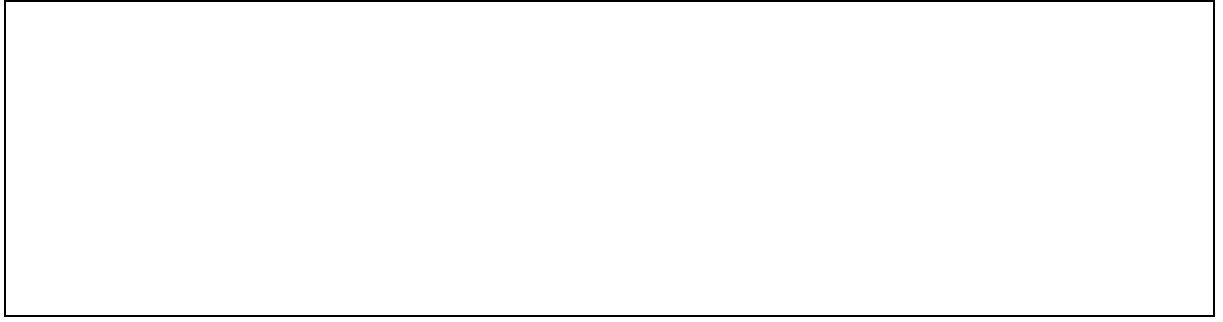
A member of staff:

A school governor:
(please state which school)

I do not support the proposal

Other interested party:
(please state which)

My comments are as follows: *(please continue on a separate sheet if necessary)*



Document is Restricted

