



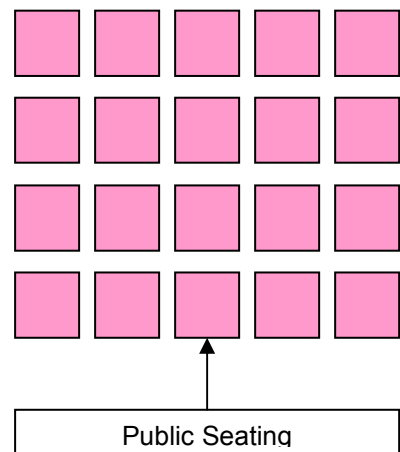
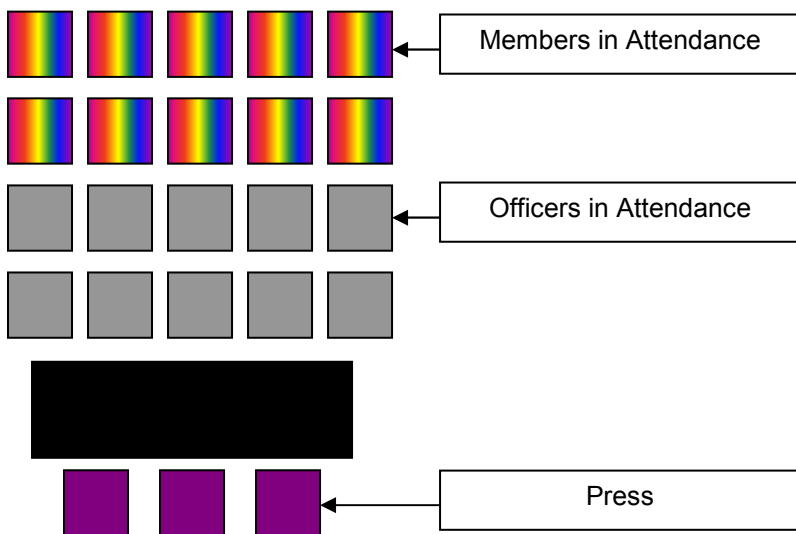
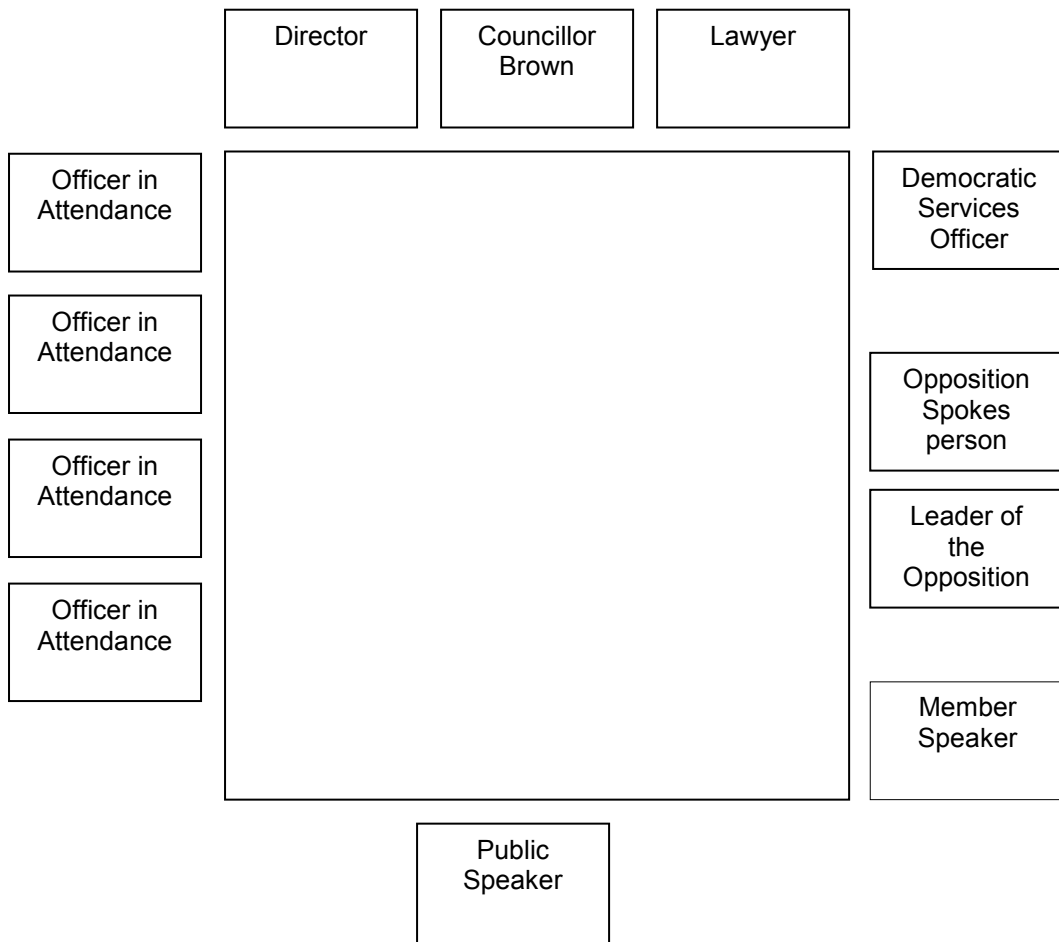
Brighton & Hove  
City Council

# Cabinet Member Meeting

Title:	<b>Children &amp; Young People Cabinet Member Meeting</b>
Date:	<b>1 December 2008</b>
Time:	<b>4.00pm</b>
Venue	<b>Council Chamber, Hove Town Hall</b>
Members:	<b>Councillor:</b> Mrs Brown (Cabinet Member)
Contact:	<b>Nara Miranda</b> Democratic Services Officer 01273 291004 (voicemail only) nara.miranda@brighton-hove.gov.uk

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# Democratic Services: Meeting Layout



## AGENDA

### 49. 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 either that it is confidential or 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 categories of exempt information is available for public inspection at Brighton and Hove Town Halls.*

### 50. MINUTES OF THE PREVIOUS MEETING

1 - 6

Minutes of the Meeting held on 8 September 2008 (copy attached).

### 51. CABINET MEMBER'S COMMUNICATIONS

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

### 53. PETITIONS

No petitions received by date of publication.

## CHILDREN & YOUNG PEOPLE CABINET MEMBER MEETING

### 54. PUBLIC QUESTIONS

(The closing date for receipt of public questions is 12 noon on 24 November 2008)

No public questions received by date of publication.

### 55. DEPUTATIONS

(The closing date for receipt of deputations is 12 noon on 24 November 2008)

No deputations received by date of publication.

### 56. LETTERS FROM COUNCILLORS

No letters have been received by date of publication.

### 57. WRITTEN QUESTIONS FROM COUNCILLORS

No written questions have been received by date of publication.

### 58. NOTICES OF MOTIONS

No Notices of Motion have been referred.

### 59. ST LUKE'S INFANT AND JUNIOR SCHOOL MERGER

**7 - 34**

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

*Contact Officer:* Gillian Churchill *Tel:* 293515

*Ward Affected:* All Wards

### 60. EXPANSION OF BALFOUR JUNIOR SCHOOL

**35 - 54**

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

*Contact Officer:* Gillian Churchill *Tel:* 293515

*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](http://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](mailto:nara.miranda@brighton-hove.gov.uk)) or email [democratic.services@brighton-hove.gov.uk](mailto:democratic.services@brighton-hove.gov.uk)

Date of Publication - Friday, 21 November 2008



# **CHILDREN & YOUNG PEOPLE CABINET MEMBER MEETING**

**Agenda Item 50**  
Brighton & Hove City Council

**BRIGHTON & HOVE CITY COUNCIL**

**CHILDREN & YOUNG PEOPLE CABINET MEMBER MEETING**

**4.00pm, 8 SEPTEMBER 2008**

**BANQUETING SUITE, HOVE TOWN HALL**

## **MINUTES**

**Present:** Councillor Mrs Brown (Cabinet Member)

**Also in attendance:** Councillor Hawkes (Opposition Spokesperson)

**Other Members present:** Councillors Bennett and Kemble

### **PART ONE**

#### **34. PROCEDURAL BUSINESS**

##### **34a Declarations of Interest**

34.1 There were none.

##### **34b Exclusion of Press and Public**

34.2 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).

34.3 **RESOLVED** - That the press and public be not excluded from the meeting.

**35. MINUTES OF THE PREVIOUS MEETING**

**35.1 RESOLVED –**

- (1) That the minutes of the meeting held on 21 July 2008 be approved and signed by the Cabinet Member as a correct record.
- (2) That the minutes of the Special meeting held on 31 July 2008 be approved and signed by the Cabinet Member as a correct record.

**36. CABINET MEMBER'S COMMUNICATIONS**

36.1 There were none.

**37. ITEMS RESERVED FOR DISCUSSION**

37.1 **RESOLVED –** All the items were reserved for discussion by the Cabinet Member.

**38. PUBLIC QUESTIONS**

38.1 There were none.

**39. WRITTEN QUESTIONS FROM COUNCILLORS**

39.1 There were none.

**40. PETITIONS**

40.1 There were none.

**41. DEPUTATIONS**

41.1 There were none.

**42. LETTERS FROM COUNCILLORS**

**42. (i) Letter – Tackling Child Poverty – Invitation to submit expressions of interest in local authority led pilots.**

42.1 A letter was received from Councillor Hawkes, regarding the submission of expressions of interest from local authorities in relation to the Government initiative aimed at reducing child poverty levels still further in the UK by 2020. Cllr Hawkes indicated that she believed that if Brighton & Hove submitted an expression of interest, it could be successful in running one or more of the pilot schemes suggested, because there were areas in the city which matched some of the assessment criteria supplied by the Government.

42.2 The Cabinet Member confirmed that Brighton & Hove had submitted an initial bid in early September and officers were waiting for the outcome. The Cabinet Member also



explained that if the initial bid was successful, a full bid would be submitted by November 2008.

42.3 **RESOLVED** – That the letter be noted and Cllr Hawkes be informed of any progress.

#### 43. NOTICES OF MOTIONS REFERRED FROM COUNCIL

43.1 There were none.

#### 44. MATTERS REFERRED FOR RECONSIDERATION

44.1 There were none.

#### 45. REPORTS FROM OVERVIEW & SCRUTINY COMMITTEES

45.1 There were none.

#### 46. PRIMARY STRATEGY FOR CHANGE

46.1 The Cabinet Member considered a report of the Director of Children's Services concerning the Primary Strategy for Change. The report informed Members of the preparation of such strategy, which would inform of the city's priorities for capital investment in primary schools for the next fourteen years (for copy see minute book).

46.2 Cllr Hawkes requested that the consultation was as comprehensive as possible and hoped it would address all the relevant issues. She stated that her political group wished to have a serious debate on the issue and they would be interested to be made aware of the outcome of this work.

46.3 **RESOLVED** – That, having considered the information and the reasons set out in the report, the Cabinet Member accepted the following recommendations:

(1) That the Primary Strategy for Change be approved.

(2) That the responses to the consultation undertaken during June, July and September be noted.

#### 47. EARLY YEARS CAPITAL GRANT

47.1 The Cabinet Member considered a report of the Director of Children's Services concerning the Brighton & Hove strategy for allocating the Sure Start Early Years Capital Grant received from the Department of Children, Schools and Families (for copy see minute book).

47.2 The Head of Services, City Early Years and Childcare, presented the report and explained that the strategy was aimed at directing funds received from the DCSF. She explained that some of the funding would also be utilised to improve facilities in existing premises.

47.3 Cllr Hawkes welcomed the report and welcomed the focus on adaptations for children with disabilities. She indicated that she was pleased to see the money being focused properly and hoped this would continue.

47.4 **RESOLVED** – That, having considered the information and the reasons set out in the report, the Cabinet Member accepted the following recommendations:

(1) That the following strategy for the funding be agreed:

- a. To improve outcomes for young children and to narrow the gap for the most disadvantaged children by targeting funding on those groups with the worst environments identified in a citywide audit of rented premises or where capital alterations are needed to include children with disabilities.
- b. To support the Council's childcare sufficiency duty by targeting funding on settings which offer affordable childcare, where childcare places are needed to meet local demand. This will include ensuring that sessional providers can offer the increased entitlement to 15 hours of flexible, free early years provision and could include expanding the number of places where there is clear evidence of unmet demand.
- c. To link with the Primary Capital Strategy by aiming to relocate groups in the poorest multi-purpose accommodation into purpose built premises on school sites where possible, taking into account the local demand for places and the quality of existing provision.

(2) That all landlords and providers allocated funding should agree to funding conditions including opening for a minimum of 15 hours a week, 38 weeks a year to fit with the extension of the free early years entitlement, to commit that the premises will be used for childcare for at least 5 years, and to not raise the rent above inflation as a consequence of the improvements.

(3) That the following initial funding priorities for the first year's funding of £1,062,000 (this can be carried into 2009/10) and that the Cabinet Member for Children and Young People should agree individual grants to providers. The initial allocation be agreed as follows:

- a. £312,000 for grants of up to £50,000 for groups identified in the citywide audit as needing improvements to their internal and external areas which can be made with a small grant. The first priority will be for groups in multi-use premises and the second will be for voluntary groups in rented premises.
- b. £100,000 for adaptations to buildings and special equipment to include children with disabilities (eg. ramps and stair lifts). This would be open to all groups where the need is agreed by the Pre School SEN Service.
- c. £50,000 to pay for feasibility studies where there are serious defects in buildings which cannot be met with a small grant. The results of these studies will be used to inform funding decisions for subsequent years.

- d. £100,000 for grants of up to £3,000 a group for equipment for all groups in multi-use premises to help them manage clearing away at the end of each session and for all voluntary run groups.
- e. £500,000 to fund an extension at Peter Gladwin Primary School to house a local pre-school and to agree to ask both local pre-schools to express an interest in moving in to the new premises.

#### **48. SCHOOL ADMISSIONS ARRANGEMENTS - OUTCOMES AND ISSUES 2008/09**

- 48.1 The Cabinet Member considered a report of the Director of Children's Services concerning the School Admissions Arrangements, which set out the outcomes of the school admission arrangements for those starting school in September 2008, and the operation of the key policies for those applying outside the main admission round (for copy see minute book).
- 48.2 The Head of School Admissions and Transport highlighted the significant reductions registered in terms of the directed allocations made for secondary school admissions 2008/09; he explained that after an initial figure of 83 applicants directed to a school they had not given as a preference, by September only 38 applicants had not been allocated a place at any of their preferred schools. This was in contrast to 150 applicants in the same situation in the 2007/08 admissions.
- 48.3 The Head of School Admissions and Transport also highlighted that, due to demand in central Hove, one additional class had been agreed at Davidgor Infant school and another at West Blatchington Infant School to accommodate local children. He also reported on the outcomes of the school admission appeals, where, in secondary schools, successful appeals were reduced to 38 for 2008/09 admissions round compared to 63 successful appeals last year.
- 48.4 Cllr Hawkes praised the work of the officers involved in this process. She hoped that next year it would be possible to even further the number of directions undertaken. She requested that officers continued to use what had proved to be successful strategies and monitored the projections of pupil numbers for the future, particularly where the Hove area was concerned.
- 48.5 The Director of Children's Services indicated that, through the use of GP registration data, officers were aware that the school age population was increasing in Hove. She explained that, in view of this, officers were looking at ways to enhance the provision for schools in this area, which could entail the creation of a new primary school or enlarging existing schools.
- 48.6 **RESOLVED** - That the outcomes of the school admission arrangements for 2008/9 be noted.

The meeting concluded at 4.25pm.

Signed

Chairman

Dated this

day of

# CHILDREN & YOUNG PEOPLE CABINET MEMBER MEETING

**Agenda Item 59**  
Brighton & Hove City Council

**Subject:** St Luke's Infant and Junior School Merger  
**Date of Meeting:** 1 December 2008  
**Report of:** Director of Children's Services  
**Contact Officer:** Name: Gillian Churchill Tel: 29-3515  
E-mail: [gillian.churchill@brighton-hove.gov.uk](mailto:gillian.churchill@brighton-hove.gov.uk)  
**Key Decision:** Yes Forward Plan No. CYP6439  
**Wards Affected:** All

## FOR GENERAL RELEASE

### 1. SUMMARY AND POLICY CONTEXT:

- 1.1 As part of the Council's future development of Schools within the city it is proposed to amalgamate St Luke's infant and Junior Schools
- 1.2 The purpose of this report is to set out the background and rationale for this proposed amalgamation and to seek Cabinet Member endorsement to proceeding to the next stage of the statutory process, which is the publication of the required Statutory Notices.

### 2. RECOMMENDATIONS:

- 2.1 To note and endorse the proposal to amalgamate St Luke's Infant and Junior Schools.
- 2.2 To agree to the publication of the required Statutory Notices to progress this proposal.
- 2.3 That the results from the statutory consultation process are referred to Cabinet Member Meeting on 2<sup>nd</sup> March 2009 for decision.

### 3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 The consideration of amalgamating St Luke's Infant and Junior schools has arisen as a result of the Councils merger protocol. This states that we will consider merging linked infant and junior schools when the head teacher of one of the schools leaves. In this instance the head teacher of St Luke's infant school left in July 2008.

- 3.2 The amalgamation would require the closure of St Luke's Infant School and the extension of the age range of the junior school to cater for pupils from age 4 to age 11.
- 3.3 It is proposed that the newly created primary school will be a three form entry school (with a yearly intake of 90 pupils). This would mean that there will be a small increase in the overall numbers of pupils as the current intake for the infant school is 85.
- 3.4 The proposal to amalgamate the schools was discussed with the governing bodies of both schools prior to the decision to go ahead with the initial stages of the consultation on the proposal. The Governing Body of the Infant school is opposed to the proposal and the Governing Body of the junior school supports the proposal.
- 3.5 The views of the governing bodies will be finalised in light of the consultation.
- 3.6 In proposing the amalgamation of St Luke's Infant and Junior schools the following programme is to be followed:

Publication of Consultation Document	12 <sup>th</sup> September 2008
Public Consultation Meeting	18 <sup>th</sup> September 2008
Last date for responses	31 <sup>st</sup> October 2008
Report back to Cabinet Member	1 <sup>st</sup> December 2008
Issue Public Notice	12 <sup>th</sup> January 2009
End of public notice period	23 <sup>rd</sup> February 2009
Decision by Cabinet Member	2 <sup>nd</sup> March 2009
Provisional Opening	1 <sup>st</sup> September 2009

- 3.7 In order to achieve the opening date of the proposed new primary school in September 2009 the statutory notices must be published on 2<sup>nd</sup> December 2008. The timetable will allow then allow full analysis of responses to the notice to be prepared and presented to the Cabinet Member Meeting on 2<sup>nd</sup> March 2009. The report to that meeting will seek the final decision on the proposal.
- 3.8 A copy of the draft statutory notice is attached to this report at Appendix 1

#### **4. CONSULTATION**

- 4.1 Following the key decision taken by the Director of Children's Services and the CYPT Cabinet Member on 21st July 2008 to commence public consultation a document outlining the amalgamation process was issued to governors, staff, pupils and parents and carers of both schools and copies were made available to

any other interested parties. This consultation document is attached as Appendix 2 to this report.

- 4.2 As part of the public consultation process a public meeting was held on 18th September 2008. This meeting gave parents and carers, governors and others the opportunity to put forward their views. A summary of the questions posed and answers offered at that meeting is included at Appendix 3 to this report.
- 4.3 This initial stage of the consultation came to a close on 31st October 2008. The responses to this consultation exercise have been collated and analysed and are shown at Appendix 4 to this report.
- 4.4 In summary 120 responses were received of which 11 were in favour of the proposal and 109 were against the proposal. In addition to individual responses a petition containing 328 names was received by the Council on 31st October 2008. The Cabinet Member also received 87 duplicate letters provided by the St Luke's Against Merger (SLAM) group signed by separate individuals. Copies of the petition and other consultation letter responses have been placed in the members' room for information.
- 4.5 The majority of those against the proposal cited the increased size of the new school and the absence of an educational argument for creating an all through primary school from two successful single phase schools, as reasons to oppose the proposal. The petition expressed the same concern.
- 4.6 In the consultation document the Council states the educational advantages they believe will be achieved by the creation of an all through primary school. These are repeated in section 7.2 of this document.
- 4.7 Although the size of the proposed new school would make it one of the largest in the City this has to be considered against the fact that the two existing schools are within the same building with a single door between them. Equally there are many schools nationally that are of similar size and larger that have outstanding results. There is no evidence to suggest that combining schools with good and outstanding OfSTED assessments should produce anything other than a successful school.

## **5. FINANCIAL & OTHER IMPLICATIONS:**

- 5.1 Any revenue costs of the proposal would have to be met from the existing Individual School Budget (ISB) as there are no additional resources available to fund any associated costs that may arise as a result of the merger. Any capital costs arising from the proposal would have to be met from within the Education Capital Programme which includes streams such as the Primary capital Programme and NDS modernisation

*Finance Officer Consulted: Andy Moore*

*Date: 06/11/08*

Legal Implications:

- 5.2 In order to achieve the proposed amalgamation statutory notices will need to be published in accordance with the Education and Inspections Act 2006 and associated regulations. There will then follow a period of 6 weeks within in which any person may make comment or objection to the proposal.

At the end of the publication period for the notice a decision will have to be made within 3 months.

*Lawyer Consulted: Serena Kynaston*

*Date: 07/11/08*

Equalities Implications:

- 5.3 Planning and provision of school places is conducted in such a way as to avoid potentially discriminatory admissions priorities or planning processes. The city council and voluntary aided school governing bodies must be mindful of bad practice as described in the Admission Code of Practice.

Sustainability Implications:

- 5.4 Planning and provision of school places are intended, so far as it is possible, to provide pupils, parents and carers with local places where they have asked for them. This is subject to limitations in school capacity, the funding available and the priority order for capital development determined by the Council.

Crime & Disorder Implications:

- 5.5 There are no implications for the prevention of crime and disorder arising from this report.

Risk and Opportunity Management Implications:

- 5.6 There are no risk issues in terms of resources or risks to children as a result of this proposal.

Corporate / Citywide Implications:

- 5.7 All planning and provision for school places in the city should be operating on the basis of admission limits and admission priorities which have been the subject of broad consultation. The effective coordination of planning arrangements should lead to sufficient school places in all areas of the city and the removal of excess provision.

**6. EVALUATION OF ANY ALTERNATIVE OPTION(S):**

- 6.1 The alternative option is to leave the schools as separate infant and junior schools.

**7. REASONS FOR REPORT RECOMMENDATIONS**

- 7.1 The Council produced their Primary Strategy for Change in June 2008. This document reflected Brighton and Hove City Council's policy of supporting the amalgamation of infant and junior schools where appropriate.



- 7.2 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 head teacher 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.
- 7.2 The proposal will create one larger school from two. However the schools currently operate from this one building at present, the infant school has a separate entrance and playground from the junior school and there is no intention to change this as a result of the proposal.

## **SUPPORTING DOCUMENTATION**

### **Appendices:**

1. Draft Statutory Notice
2. Consultation document for the proposed merger
3. Q & A from the consultation meeting held at the school on 18<sup>th</sup> September
3. A summary of responses to the consultation exercise.

### **Documents in Members’ Rooms**

1. Petition submitted by parents and pupils of the school
2. Copies of all consultation responses

### **Background Documents**

1. Merger protocol





**Brighton and Hove City Council  
Statutory Notice: Changes to St Luke's Infant and Junior Schools  
Brighton**

Notice is given in accordance with the Education and Inspections Act 2006 (the Act) that Brighton and Hove City Council Kings House Grand Avenue Hove BN3 2SU intends to make the following changes;

**Part 1: Discontinuation of St Luke's Community Infant School so that an all through primary school can be established**

In accordance with section 15(1) of the Act to discontinue St Luke's Community Infant School, Queens Park Rise, Brighton, BN2 2ZE on 31<sup>st</sup> August 2009.

The proposal is linked to the prescribed alteration set out in Part 2, to create an all through primary school with an extended age range of 3 to 11 (see part 2 of this notice). Pupils attending St Luke's Community Infant School at the time of closure will be offered places at St Luke's Community Junior School, which, subject to Part 2, will change its age range and enlarge its capacity, becoming an all through primary school from 1 September 2009. All statutory consultation requirements relating to this proposal have been complied with. Admission may also be sought to other schools which have places available.

There will be no displaced pupils as a result of this proposal. The current Local Authority transport policy will apply. The provision of community schools supports local school attendance and pupils are able to walk to school or use local public transport infrastructure.

**Part 2: Prescribed changes to St Luke's Community Junior School so that it becomes an all through primary school**

In accordance with section 19(1) of the Act to make a prescribed alteration to St Luke's Community Junior School, St Luke's Terrace, Brighton, BN2 2ZE from 1<sup>st</sup> September 2009 by

- 1) changing the age range of the school by a year or more and,
- 2) enlarging the premises of the school

The current age range of the school is 7 to 11. The Local Authority proposes to extend the age range of the school to create an all through primary school that will cater for pupils from age 4 to age 11.

The current number of pupils registered at the school is 347. The current capacity of the school is 360. The proposed capacity of the primary school

## Appendix 1

will be 630. It is proposed that the admission number for the school will be 90. The current admission number is 90.

It is proposed that the increase in capacity will be achieved by utilising the premises of the former infant school that is located on the ground floor of the building occupied by the junior school.

All statutory consultation requirements relating to this proposal have been complied with.

This Notice is an extract from the complete proposal. Copies of the complete proposal can be obtained from: Gil Sweetenham, Assistant Director – Central Area and Schools Support, Brighton & Hove City Council, King's House, Grand Avenue, Hove, BN3 2SU, Telephone 01273 293433.

Within six weeks (in respect of Parts 1 and 2(1) ), or four weeks (in respect of Part 2 (2) ) from the date of publication of this proposal, any person may object to or make comments on the proposals by sending them to Ms D Smith, Director of Children's Services, Brighton & Hove City Council, King's House, Grand Avenue, Hove, BN3 2SU.

Signed: Di Smith, Director of Children's Services

Publication Date:

**Explanatory Notes: Part 1 & 2 are interdependent**



## **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 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 protocol was adopted at the Cabinet Member meeting on 30th July 2008 for implementation in September 2008.

Although the new protocol does not make reference to size, part of the consideration of this proposal is to determine whether the size of the proposed new school is acceptable.

##### **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 Central Area and School Support , Kings House, Grand Avenue, Hove BN3 2LS. *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 31<sup>st</sup> October 2008**

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

**Date: 18<sup>th</sup> September 2008**

**Time: 6.30pm**

**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, Central Area and School Support  
Brighton and Hove Council 9<sup>th</sup> September 2008

**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
<b>St Lukes Infant</b>	81-90 243-270	85	251	255	255	255	255
<b>St Lukes Junior</b>	81-90 324-360	90	334	338	336	340	341
<b>Elm Grove</b>	57-64 405-450	60	414	416	417	418	418
<b>Queens Park</b>	42-47 297-330	45	304	306	307	308	309
<b>Carlton Hill</b>	27-30 189-210	30	192	196	191	195	193

If you require any further copies of this document please request them by ringing 01273 293474 or emailing [marie.chesham@brighton-hove.gov.uk](mailto:marie.chesham@brighton-hove.gov.uk)

Address for this returning this document:

**Gil Sweetenham**  
**Assistant Director Central Area and School Support**  
**Brighton & Hove City Council**  
**Room 320, King's House, Grand Avenue**  
**HOVE, BN3 2LS**

Please return by **31st October 2008**

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

***The following timetable is proposed:***

Publication of Consultation Document	12 <sup>th</sup> September 2008
Public Consultation Meeting	18 <sup>th</sup> September 2008
Last date for responses	31 <sup>st</sup> October 2008
Report back to Cabinet Member	1 <sup>st</sup> December 2008
Issue Public Notice	12 <sup>th</sup> January 2009
End of public notice period	23 <sup>rd</sup> February 2009
Decision by Cabinet Member	2 <sup>nd</sup> March 2009
Provisional Opening	1 <sup>st</sup> September 2009

The Councillors for the area are: Cllr Ben Duncan, Cllr Rachel Fryer and Cllr Paul Steedman

**Please Note:** Apart from the public meeting on 18<sup>th</sup> September 2008, 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 Marie Chesham on telephone number:

01273 293474

## RESPONSE FORM

*Please return no later than*  
**31<sup>st</sup> October 2008**

To: Gil Sweetenham  
Assistant Director Central Area and  
School Support  
And Central Area  
Brighton & Hove City Council  
Room 320, Kings House  
Grand Avenue  
HOVE, BN3 2LS

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:   
(please state which  
school)

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)*



**ST LUKE'S CONSULTATION – PUBLIC MEETING  
ST LUKE'S JUNIOR SCHOOL HALL  
THURSDAY 18 SEPTEMBER 2008-09-18  
1830 – 2000HRS**

Introduction by Gil Sweetenham, Assistant Director Central Area & School Support explaining the purpose of the meeting -:

- to present the benefits of the proposed merger of the two schools
- to listen to views and to answer questions
- to reiterate, as per the consultation document, that no decision has been made.

Gil Sweetenham introduced representatives of Brighton & Hove City Council in attendance:

Vanessa Brown	Deputy Leader of the Council, Cabinet Member for Children's Services and Chair of the Children's Services and Young Peoples Trust Board
Pat Hawkes	Labour Opposition Spokesperson Children's Services & member of the Children's Services and Young People's Trust Board
Mary Ellinger	Senior Primary Schools Adviser
Gillian Churchill	Head of Capital Programme
Marie Chesham	PA to Gil Sweetenham (minutes)

Attendance (parents, teachers and Council staff) approximately 50 people.

**SUMMARY OF DISCUSSION**

The majority of the questions fielded by both parents and those staff who were present focused on why the creation of an all through primary was necessary. Many believed that under the current system of two schools on one site everything worked very well, in particular with regard to the standard of teaching and care offered by the Infant School. The Junior School also received praise, however, there were a number of comments made by parents that highlighted a less than seamless transfer of pupils and a requirement for enhanced communication between the two management administrations.

A number of those who were opposed to the proposal believed Brighton & Hove's true motive was to save money. The Brighton & Hove officers present at the meeting explained that this was not the reason and that the number and level of posts in a new management structure was still to be discussed and agreed. Only one parent raised the issue of the suitability and sustainability of the building structure of St Luke's – a recognised issue.

In conclusion the majority of those present at the meeting were not in favour of the proposal and some asked for the benefits to be better demonstrated.

QUESTIONS AND ANSWERS

<b>Q 1</b>	Parent – Infant School	Why only six days notice? This was the first day for the Reception class and consequently most parents were unable to attend.
<b>A 1</b>	Gil Sweetenham	The school summer holiday partly responsible for delay. Timing was agreed with the schools and it is important to have the meeting as near as possible to the time the document has gone out. It also gives parents more time to respond; hope that those who have attended will pass on the information to those who were unable.
<b>Q2</b>	Parent – Infant School (Richard)	Why is amalgamation appropriate? Two very strong schools. If it is the lack of a headteacher – have BHCC tried to look for a head?
<b>A 2</b>	Gil Sweetenham	There is a shortage of headteachers which is likely to impact on education over the next 15 years. We believe an all through primary offers a better educational option as there is less disruption to the child (no transfer at age 7 yrs). Additionally it allows the flexibility to use teaching staff across the whole of the primary stage rather than Key Stage 1 or 2.
<b>Q 3</b>  <b>Q 3 cont</b>	Parent – Infant and Junior Schools (Daisy)	Child just started in Reception and one just started in the Junior School. There was no disruption in her daughter transferring. Believes disruption is good in a way as there is disruption in the outside world. Believes the consultation document has been written as a fait d’accomplit. The Infant School is so good – how could you possibly offer such good care and attention in a merged school?  If it isn’t broke why fix it? My massive suspicion is that has got be about money (there was general agreement from parents and some teachers to this remark).  If the majority of parents disagreed – would the merger still go ahead?
<b>A 3</b>	Gil Sweetenham	There is evidence to support that there is disruption to children on transfer. The only saving would be one headteacher’s salary. We would have to set up different management structures for a new school – not necessarily a cost saving. I am happy to provide information to support this but all we are trying to do is make the school even better.  The consultation document has tried to balance the case for and against the merger – we cannot say what decision would be made.
<b>Q 4</b>	Parent – Infant School	I have a child in Yr 2 Infants. Is there a limit on the number of pupils you can have on roll. The classrooms are not big enough for a merged school. It is a listed building – why not address the building problems now rather than if there is a merger?

### Appendix 3

<b>A 4</b>	Gil Sweetenham Gillian Churchill	There is no limit set by the DCSF but it is your responses that will help Cabinet members make their decision. Gillian Churchill confirmed that we are aware of the issues regarding classroom size, the sustainability and condition of the school (listed building). She suggested that the parent put forward the suggestion of looking at the building issues now – under the Capital Programme we can look at what we can improve.
<b>Q 5</b>	Parent – Junior School	My son will be Yr 2 Junior next year. The school has an excellent Ofsted rating so cannot understand why a merger is needed. Cannot see why it is better for children and for example – having the same INSET days. Why would an all through primary be better. This is a situation where there are clearly two separate buildings. Really cannot see the advantage without a lot of disruptive building work.
<b>A 5</b>	Gil Sweetenham	I believe the opportunity to create an all through primary will benefit children and parents. I accept you may have a different view as you are happy with your child's experience.
<b>Q 6</b>	Parent? Teacher?	Difficulty in appointing new head? Are there problems transferring children in these two schools?
<b>A 6</b>	Gil Sweetenham	All the schools within Brighton are successful. It is an expensive City to move into. We accept and acknowledge your views – what we are proposing is something that will make it better but accept there are some things we will disagree about.
<b>Q 7</b>  <b>Q7 cont</b>	Ex Parent – Infant School	My son was supported very well in the Infants but not supported when he transferred to the Juniors. I was unable to fight for better support and put him in the Steiner school. I think this merger is for the Council's convenience and for the benefit of Jonathan Cooper's CV. I think the schools should be integrated.
<b>A 7</b>	Gil Sweetenham	Thank you for your views.
<b>Q 8</b>	Parent	Looks like you are using a sledge hammer to crack a nut – one policy fits all. Most people have nothing but praise for the Infants School. I still need to be convinced that there is any reason to change the system e.g. greater flexibility. The negatives outweigh the positives. I am more convinced by the statement from the governors of the Infants School – ethos etc.
<b>A 8</b>	Mary Ellinger	An all through primary creates opportunities for career development opportunities.
<b>Q 9</b>	Teacher – Infant School	I am here to be the best infant teacher I can be – this is what I want to do (statement).
<b>A 9</b>	Mary Ellinger Gil Sweetenham	Agreed – that can still be the case.
<b>Q 10</b>	Parent – Infant and Junior School	I have a child in the Infant and a child in the Junior School. I cannot see how the flexibility works because the speciality is what the teacher wants to do. The Juniors is a

### Appendix 3

		very good school.
<b>A 10</b>	Gil Sweetenham	I have taught throughout primary and have had 3 headships. I see the benefit of all of these strengths being spread amongst the staff and the all through primary offers better support overall. I agree that the Juniors is a very good school – no one is taking that away. It is a different situation when we are looking at a merger where one school is stronger than the other.
<b>Q 11</b>	Parent – Infant School	I am not clear about the governors' influence on the entire process – can you outline their influence and can we as parents discuss the proposal with governors.
<b>A 11</b>	Gil Sweetenham	It is important you do discuss the proposal with the governors as both governing bodies will listen to the debate and respond at the CM and CMM meetings.
<b>Q 12</b>	Parent – Infant and Junior School	The Infant school is great and we should acknowledge what Kevin (acting headteacher) and his team have done. I cannot see the argument for a merger – small is beautiful. Mr Cooper knows all of the children – this will be lost if the schools merge.
<b>A 12</b>	Gil Sweetenham  Mary Ellinger	As an individual and an educationalist I believe the merger is the right move and the headteachers are here tonight as part of that process. There will be continuity by using the greater staff flexibility gained by being one school
<b>Q 13</b>	Not stated	Why can the issues not be solved by consultation between the two schools and working closely together – rather than spend loads of money and wasting time.
<b>A 13</b>	Gil Sweetenham	That has not happened – for a variety of reasons and this proposal could start the process of closer working. If the proposal does not go ahead we may have created the environment. There are other options to look at eg. a Federation. At this stage we are looking to link two schools.
<b>Q 14</b>		I came with an open mind at the beginning. It is worrying – a man on his own disagreeing with everybody else. It seems to me that you are not deeply involved yet are disagreeing with everyone who is deeply involved.
<b>A 14</b>	Gil Sweetenham  Jonathan Cooper	I am involved with all of the schools and I am not on my own – I am a representative. Across the City we are making representations about moves we believe will benefit all children. I don't accept that I and my colleagues are not closely involved with the school. We are looking at the best interests of the school and the children. We have come in person – two colleagues plus myself plus Councillors; we are deeply committed and have come to listen to you all. I support the proposal and I am deeply involved. I have seen a merger to all through primary in London. I do believe there is disruption. In the Juniors the children have



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		a fabulous education; in the Infants they are new children. We have to make sure support is there for them. There are handovers but not what we would like. We have tried when the previous head was here but it didn't happen due to the day-to-day events focusing our attention rather than working towards an overall vision.
<b>Q 15</b>	Not stated	This will completely change the way the Infants are run and some of us feel very strongly.
<b>A 15</b>	Gil Sweetenham	What we are going to try and do is join together.
<b>Q 16</b>	Parent Governor – Infant School and Junior School	I have a son just started in Reception and a son in Yr2. Broadly speaking I am in favour of an all through primary. I am also a parent governor for the Infant School. My concern is that the consultation documentation doesn't articulate clearly enough the vision of what the new school could be like: the early years philosophy and how it would enrich the Junior school and vice versa. Maybe governors and parents in the Infants would be more in favour if there was more passion about the benefits because I think they are enormous.
<b>A 16</b>	Pat Hawkes	I have been through this with my children and the all through primary created then was fantastic.
<b>Q 17</b>		We want to see more of the positives emphasised – Infant school governors need to be reassured that work will still be there. We need some strong assurances about benefits to the whole site.
<b>A 17</b>	Gil Sweetenham	There is the opportunity to come and talk to governing bodies. There is however a limit as to how much we can produce in text for a large audience. I take your point that we need to sell the proposal more strongly.
<b>Q18</b>	Parent – Junior School	I had a daughter in Yr4. My child had no problem with the transition but I had a problem – I didn't know where the rooms were and the headteacher was not aware of her health problems.
<b>A 18</b>	Gil Sweetenham	We recognise that if it were to move to one, new school that this would give us an opportunity to look at what we want to do. The management structure would need to be reviewed – maybe two deputies to a headteacher or look at different management titles. If the process goes ahead there will be an opportunity to discuss this with the governors.
<b>Q 19</b>	Staff – Infant school	The reason the Infants is so successful is that we put the children first. If we were to close – what reassurance would we have that the ethos will be continued in an all through primary.
<b>A 19</b>	Gil Sweetenham	What we are promoting is the creation of a new school; bringing the staff together and uniting them. It is important that everyone understands that before we make our decision. We will be having a meeting with the staff of both schools to discuss the proposal and how the

### Appendix 3

		mechanics of closure would work if the all through primary went ahead.
<b>Q 20</b>	Parent – Junior School	My daughter went from the Infants to the Juniors and there is a communication problem. The Infants feels warm and that you are enveloped totally and nurtured – I have even had a home visit from a teacher. If the school were to become generic I think it would lose all of this.
<b>A 20</b>	Gil Sweetenham	Equally we have had similar comments from the parents of the children in the Juniors. This is of course an opportunity to bring forward things that have not gone well and propose something that will improve matters.
<b>Q 21</b>	Not stated	There is a better way to improve the communication problem than merge the schools.
<b>A 21</b>	Jonathan Cooper	There is not a communication problem – just limited communication time.
<b>Q 22</b>	Parent	I am new to the area and am only concerned with the consultation meeting. How as parents do we find out about the responses. How much money is saved by merging.
<b>A 22</b>	Gil Sweetenham	The information is collated at the end of the consultation period. There is a short gap while the document is printed and sent out to the CMM; it is also sent to the schools. We also prepare a summary of the document and make it available to the public. The consultation is your opportunity to express your view – your responses are your protest (or support). The money saved would be one headteacher’s salary but the merger is not a money saving exercise.
<b>Q 23</b>	Parent (Fairlight School)	My son has just started at Fairlight. What disruption would there be? If all of the parents and the governors were opposed – in your experience of this policy - would the merger still go through.
<b>A 23</b>	Gil Sweetenham	In my experience some mergers have gone ahead and, in Brighton & Hove, some have not. You could argue that those who disagree are more likely to come forward than those who do not.
<b>Q 24</b>	Parent – Infant and Junior Schools	I have children in both schools. The merger protocol has been altered – what pupil number was in the original protocol. If the school was larger than 600 pupils previously stated? but it does not say that now (unlikely if over 600). Views have changed since the original protocol.
<b>A 24</b>	Jonathan Cooper Annette Bell	The Infant school governors sent out an opposing letter to the parents. I thought it was agreed that governors were not going to send out letters – that we would leave it to the parents to make their own decision.

### Appendix 3

Gil Sweetenham then proposed that the question session should close at this point and that the CYPT Cabinet Council Members should have an opportunity to address the meeting.

Vanessa Brown:

I can confirm that all of your responses come to my Cabinet. We do take those thoughts into account and the creation of an all through primary is not a “done deal” – no decision has been made. In the past some proposals have been agreed and some have not but the process is open and transparent. In the past I have had reservations but I have done a lot of research and visited schools in Essex e.g. 850 pupils. In this particular school the headteacher knew all the children and this allayed my fears about size. I have also taught in infant schools and all through primaries and everything worked extremely well. Schools that have merged have all become highly successful schools.

Pat Hawkes:

I was Lead Councillor for CYPT up to last year before the Cabinet system came in. I have also been a teacher and in primary and junior schools – I have taught from nursery through to 11 yrs. When you have a common staffroom and teachers share everything there is guarantee that everything will be much more inclusive. The all through primary enhances everything upwards and downwards. One of you mentioned passion – that follows through the rest of the school. I am confident (as with the Admissions Review) that we have listened.

Q: The process has obviously been going on for some time so why is no information available about the management structure.

Rachel Fryer – Ward Councillor and CYPT:

There are strong arguments for a merger but I do have reservations about the size of the school. There is evidence that smaller schools are more successful therefore I am still on the fence. I would like reassurance that if parents/governors do not want the merger it will not happen. It is important that everyone is clear about the argument for both cases and I think that needs to be worked on further.

Gil Sweetenham:

We will now close the meeting. We will make the minutes available and answers to any questions that have not been answered.

Meeting closed at 2000hrs.



## ST LUKES INFANT AND JUNIOR SCHOOLS CONSULTATION ANALYSIS - Appendix 4 sheet 1of 2

### In favour of proposal - 11

Reason	Child's school	They support	Parent	Staff	Governor	Other	Parent	Parent	Parent	Staff	Staff	Governor
							Staff	Governor	Other	Governor	Other	Other
no reason given	n/a	n/a	2									
	St Lukes Infant/Junior	n/a	3									
Hope for TA's work to continue for Infants	St Lukes Infant/Junior	St Lukes Infant/Junior	1									
Child to start next year	St Lukes Infant/Junior	St Lukes Infant/Junior	2									
Everybody will benefit from merging	St Lukes Infant/Junior	St Lukes Infant/Junior	1									
Educational reasons	St Lukes Junior	n/a							1			
	St Lukes Infant	n/a							1			
		<b>TOTAL</b>	<b>9</b>						<b>2</b>			



## ST LUKES INFANT AND JUNIOR SCHOOLS CONSULTATION ANALYSIS- Appendix 4 - sheet 2 of 2

### Against proposal - 109

Reason	Child's school	Parent	Staff	Govern	Other	Parent	Parent	Parent	Staff	Staff	Governor
						Staff	Governor	Other	Governor	Other	Other
no reason given	n/a	14									
	St Lukes Infant	15									
The size of a merged School is not good, educational level to suffer	St Lukes Infant	18	1						1		
	St Lukes Junior	7									
	St Lukes Inf/Jun	10									
	n/a	2									
Too difficult to manage a merged School, unhappy with the system	n/a	4									
	St Luke Infants	1									
Integrity and ethos	n/a	2	1								
	St Lukes Inf/Jun	2									
We won't benefit from the disruption it'll cause	St Lukes Inf/Jun	4									
	n/a				1						
No evidence that merging will benefit, no good arguments or better education	St Lukes Infants	16									
	St Lukes Junior	3									
	St Lukes Inf/Jun	3									
	n/a	1			2						
Safer crossing near the school needed	St Lukes Infant	1									
<b>TOTAL</b>		<b>103</b>	<b>2</b>		<b>3</b>				<b>1</b>		

#### General comments:

Why wasn't this questionnaire conducted via email?





# CHILDREN & YOUNG PEOPLE CABINET MEMBER MEETING

**Agenda Item 60**  
Brighton & Hove City Council

**Subject:** Expansion of Balfour Junior School  
**Date of Meeting:** 1 December 2008  
**Report of:** Director of Children's Services  
**Contact Officer:** Name: Gillian Churchill Tel: 29-3515  
E-mail: [gillian.churchill@brighton-hove.gov.uk](mailto:gillian.churchill@brighton-hove.gov.uk)  
**Key Decision:** Yes Forward Plan No. CYP6436  
**Wards Affected:** All

## FOR GENERAL RELEASE

### 1. SUMMARY AND POLICY CONTEXT:

- 1.1 As part of the Council's future development of Schools within the city it is proposed to expand Balfour Junior School by one form of entry.
- 1.2 The purpose of this report is to set out the background and rationale for this proposed expansion and to seek Cabinet Member endorsement to proceeding to the next stage of the statutory process, which is the publication of the required Statutory Notices.

### 2. RECOMMENDATIONS:

- 2.1 To note and endorse the proposal to expand Balfour Junior School by one form of entry.
- 2.2 To agree to the publication of the required Statutory Notices to progress this proposal.
- 2.3 That the results from the statutory consultation process are referred to Cabinet Member Meeting on 2<sup>nd</sup> March 2009 for decision.

### 3. RELEVANT BACKGROUND INFORMATION/CHRONOLOGY OF KEY EVENTS:

- 3.1 Brighton and Hove City Council has a legal requirement to provide sufficient school places for all school age children in the city. School places should be provided in such a way that parents and pupils can access a local school wherever possible.

- 3.2 There are two Balfour primary phase schools adjacent to each other – Balfour Infant School and Balfour Junior School. Each school operates as a separate institution with its own head teacher, 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 wish to transfer from one school to the other in this way. However owing to an historical anomaly while the infant school is a four form entry school, the junior school is only a three form entry school. This means that around 25% of pupils at the infant school are unable to transfer to the junior school with their friends and peers.
- 3.3 The proposal is to expand the junior school so that it becomes a four form entry school with a yearly intake of 128 to match the four form nature of the infant school.
- 3.4 To support the expansion of the school there will be an extension of the school premises that will be funded by a combination of the Primary Capital Programme funding, the schools Devolved Formula Capital and other council capital funding. This extension will provide additional classrooms to accommodate the extra pupils. There will also be some internal remodelling and refurbishment to provide accommodation that will better fit the needs of current teaching and learning and the delivery of a broad and balanced curriculum.
- 3.5 The governing body of the junior school has been consulted as has the governing body of the adjacent infant school. The proposal was considered by the governing body prior to taking the decision to hold a public consultation. The initial view of both governing bodies was that it was a sensible and desirable proposal that would benefit the community served by both schools.
- 3.6 The views of the governing bodies will be finalised in light of the consultation, Governors will hold a special meeting at the end of the consultation period to determine their final views on the proposal.
- 3.7 In proposing the expansion of Balfour Junior School the following programme is to be followed.

Publication of Consultation Document	1st October 2008
Public Consultation Meeting	6th November 2008
Last date for responses	12th November 2008
Report back to Children and Young Peoples Trust Board	1st December 2008
Issue Public Notice	5 <sup>th</sup> January 2009

End of public notice period 2nd February 2009

Decision by the Children and Young Peoples Trust Board 2nd March 2009

Provisional Opening 1st September 2010

3.8 In order to achieve the opening date of the proposed expanded school in September 2010 the statutory notices must be published on 5<sup>th</sup> January 2009. The timetable will allow then allow full analysis of responses to the notice to be prepared and presented to the Cabinet Member Meeting on 2<sup>nd</sup> March 2009. The report to that meeting will seek the final decision on the proposal.

3.9 A copy of the draft statutory notice is attached to this report at Appendix 1.

#### **4. CONSULTATION**

4.1 Following the key decision taken by the Director of Children's Services and the CYPT Cabinet Member on 21st July 2008 to commence public consultation a document outlining the amalgamation process was issued to governors, staff, pupils and parents and carers of both Balfour Junior and Balfour Infant schools and copies were made available to any other interested parties. This consultation document is attached as Appendix 2 to this report.

4.2 As part of the public consultation process a public meeting was held on 6<sup>th</sup> November 2008. This meeting gave parents and carers, governors and others to put forward their views.

4.3 This initial stage of the consultation came to a close on 12<sup>th</sup> November 2008. The responses to this consultation exercise have been collated and analysed and are shown at Appendix 3 to this report.

4.4 In summary 151 responses were received of which 146 were in favour of the proposal and 5 were against the proposal.

4.5 Those against the proposal cited the potential impact of this increase in size on other local primary schools as the reason they were opposed to the proposal. In addition to this, one objection listed in detail a number of objections including comment on the consultation, the cost of the expansion, concern about the need for additional junior places and the likely social mix of families attending the expanded school.

4.6 Analysis of existing pupil placements suggests that those who do not achieve a place at Balfour Junior School are distributed across a range of other schools. The Council believes the impact of this proposal on other local primary schools will be limited and anticipates that the present trend of rising primary aged pupil numbers in the city combined with potential new developments will compensate for the potential effect on other schools

4.7 The mix of pupils in primary schools generally reflect their local communities hence there is generally a narrower variation of social mix than that found within

secondary school cohorts. The DCSF particularly supports the expansion of popular and successful schools where possible to better provide for parental preferences.

- 4.8 Regarding the argument that there is no need for an increase in places within the City, this year has seen an increase in infant place provision to accommodate a significant rise in numbers within the Hove area. These have been temporary provisions prior to proposed permanent expansion and a desired new primary school in Hove.
- 4.9 The funding for the proposed expansion is from a combination of the Primary Capital Programme funding, the schools Devolved Formula Capital and other Council capital funding. The Primary Capital Programme will provide significant funding for a large number of primary schools within the city over the next fourteen years and enables the Council to address the practicalities of school place planning and parental wishes. The proposal to expand Balfour Junior School forms part of the wider strategy for providing school places across the City.

## **5. FINANCIAL & OTHER IMPLICATIONS:**

- 5.1 Any implications for funding the additional floor area at Balfour Junior school will be met from the Individual School Budget (ISB), which may increase as a result of any additional pupils into the Authority as a result of the expansion. If no additional pupils come into the Authority then the additional funding Balfour Junior school will receive will come from within the existing ISB. Any capital costs arising from the proposal would have to be met from within the Education Capital Programme which includes streams such as the Primary Capital Programme, NDS modernisation and a contribution from the schools Devolved Formula Capital (DFC).

*Finance Officer Consulted: Andy Moore*

*Date: 06/11/08*

### Legal Implications:

- 5.2 In order to achieve the proposed expansion statutory notices will need to be published in accordance with the Education and Inspections Act 2006 and associated regulations. There will then follow a period of 4 weeks within in which any person may make comment or objection to the proposal.

At the end of the publication period for the notice a decision will have to made within 2 months of the end of the publication period.

*Layer Consulted: Serena Kynaston*

*Date: 07/11/08*

### Equalities Implications:

- 5.3 Planning and provision of school places is conducted in such a way as to avoid potentially discriminatory admissions priorities or planning processes. The city council and voluntary aided school governing bodies must be mindful of bad practice as described in the Admission Code of Practice.

Sustainability Implications:

- 5.4 Planning and provision of school places are intended, so far as it is possible, to provide pupils, parents and carers with local places where they have asked for them. This is subject to limitations in school capacity, the funding available and the priority order for capital development determined by the Council.

Crime & Disorder Implications:

- 5.5 There are no implications for the prevention of crime and disorder arising from this report.

Risk and Opportunity Management Implications:

- 5.6 There are no risk issues in terms of resources or risks to children as a result of this proposal.

Corporate / Citywide Implications:

- 5.7 All planning and provision to for school places in the city should be operating on the basis of admission limits and admission priorities which have been the subject of broad consultation. The effective coordination of planning arrangements should lead to sufficient school places in all areas of the city and the removal of excess provision.

**6. EVALUATION OF ANY ALTERNATIVE OPTION(S):**

- 6.1 The alternative option is to leave the schools as a three form entry school.

**7. REASONS FOR REPORT RECOMMENDATIONS**

- 7.1 Brighton and Hove City Council has a legal requirement to provide sufficient school places for all school age children in the city. School places should be provided in such a way that parents and pupils can access a local school wherever possible. This proposal will provide additional places where they are wanted by parents and carers.
- 7.2 The views of the parents and carers, staff, governors and pupils of the school expressed during the consultation have been considered.

**SUPPORTING DOCUMENTATION**

**Appendices:**

1. Draft Statutory Notice
2. Consultation document for the proposed expansion
3. Responses to the consultation exercise.

## **Documents In Members' Rooms**

1. Consultation responses

## **Background Documents**

None

Expansion of Balfour Junior School by one form of entry

Notice is given in accordance with section 19(1) of the Education and Inspections Act 2006 that Brighton & Hove City Council intends to make a prescribed alteration to Balfour Community Junior School Balfour Road Brighton BN1 6NE from 01 September 2010.

Brighton & Hove propose to permanently expand Balfour Junior School by one form of entry from 1st September 2010.

The proposal is not to be implemented in stages. If the proposal is successful work on the extension to the school will be commenced in spring 2009 with completion in early 2010 ready to accept the revised admission number from September 2010.

The current capacity of the school is 360 and the proposed capacity will be 512. The current number of pupils registered at the school is 390. The current admission number for the school is 96 and the proposed admission number will be 128.

This Notice is an extract from the complete proposal. Copies of the complete proposal can be obtained from: Gil Sweetenham, Assistant Director – Central Area and Schools Support, Brighton & Hove City Council, King's House, Grand Avenue, Hove, BN3 2SU Telephone 01273 293433.

Within four weeks from the date of publication of these proposals, any person may object to or make comments on the proposal by sending them to Ms D Smith, Director of Children's Services, Brighton and Hove City Council, Kings House, Grand Avenue, Hove, BN3 2SU.

Signed: Di Smith, Director of Children's Services

Publication Date:

**Explanatory Notes**

This proposal to expand Balfour Junior School to a four form entry Junior school will make the admission number the same as at the immediately adjacent Balfour Infant School. While there can be no guarantee that all pupils who attend the infant School will obtain a place at the junior school this proposal will increase the likelihood.







## **Brighton & Hove**

### **CONSULTATION DOCUMENT**

#### **PROPOSED EXPANSION OF BALFOUR JUNIOR SCHOOL TO FOUR FORMS OF ENTRY FROM SEPTEMBER 2010**

**- 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 expand Balfour Junior School to four forms of entry.

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 a legal requirement to provide sufficient school places for all school age children in the city. School places should be provided in such a way that parents and pupils can access a local school wherever possible.

#### **The current position**

At present there are two primary phase schools adjacent to each other – Balfour Infant School and Balfour Junior School. Each school operates as a separate institution 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 wish to transfer from one school to the other in this way. However owing to an historical anomaly while the infant school is a four form entry school, the junior school is only a three form entry school. This means that 25% of pupils at the infant school are unable to transfer to the junior school with their friends and peers.

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 to expand the junior school so that it becomes a four form entry school with a yearly intake of 128 to match the four form nature of the infant school.

To support the expansion of the school there will be an extension of the school premises that will be funded by a combination of the Primary Capital Programme funding, the schools Devolved Formula Capital and other council capital funding. This extension will provide additional classrooms to accommodate the extra pupils. There will also be some internal remodelling and refurbishment to provide accommodation that will better fit the needs of current teaching and learning and the delivery of a broad and balanced curriculum.

**What might be the advantages of expanding the school to match the size of the infant school?**

At present the two schools Balfour Infant School and Balfour Junior School operate as separate institutions, 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.

Unfortunately the difference in the size between the infant school (at four forms of entry) and the junior school (at three forms of entry) means that some children who wish to are unable to transfer to the junior school at the age of 7. Expanding the junior school by one form of entry would mean that a greater number of pupils who wished to transfer to the junior school would be able to do so. This would be an advantage to the children as they would be able to transfer to the junior school with peer groups and friends made in the infant stage.

The proposed change would also assist parents and carers who have children in both the infant and junior stages as it would limit the number of journeys they might have to make to drop children at school in the morning and collect them in the evening.

By increasing the number of places available at the junior school it is likely that more local families would be able to access their local primary school. This will assist the Local Authority ambition that schools become centres of community learning.

**What might be the disadvantages of expanding the school to four forms of entry?**

A concern sometimes put forward regarding expansion is that larger schools can be more stressful for the pupils and that staff will not be able to get to know every pupil. Some parents may be concerned that the educational outcomes for their children will not be as good in a larger school. Brighton & Hove currently has six primary phase schools that are four form entry schools (the size now proposed for Balfour Junior School). The Ofsted outcomes for 3 of these schools has been a grade of outstanding. This suggests that outcomes for children are not unduly affected by the physical size of the school. Balfour Junior School is currently an outstanding junior school and there is no evidence to suggest that this situation would change as a result of the proposal.

### **Views of the Governing Bodies**

The governing body of the junior school has been consulted as has the governing body of the adjacent infant school. The proposal was considered by the governing body prior to taking the decision to hold a public consultation. The initial view of both governing bodies was that it was a sensible and desirable proposal that would benefit the community served by both schools.

The views of the governing bodies will be finalised in light of the consultation, Governors will hold a special meeting 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 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 12 November 2008**
- You are welcome to attend the **Public Meeting** which has been arranged for:

**Date: 6 November 2008**  
**Time: 7pm**  
**Venue: Balfour 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 during the consultation stage will be reported to the Cabinet Member for the Children and Young Peoples Trust. This will allow an informed decision to be made regarding progression to the next stage in the process.

If it is decided to move ahead with the proposal the next stage is the issuing of a Statutory Notice detailing the proposal. The notice will be in force for a period of six weeks during which time objections to and comments on the proposal may be made by any person or group. Details of how to make an objection or comment will be incorporated within the Statutory Notice.

The Council is empowered to make the decision on whether to implement the proposal contained in the Statutory Notice but in doing so has to take account of guidance issued by the Department of Children Schools and Families. Any comments or objections have to be considered as part of the decision making process. The Final decision regarding this proposed change will be made by the Cabinet Member for the Children and Young Peoples Trust.

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 Children and Young Peoples Trust 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, Central Area and School Support  
Brighton and Hove Council 01273 293433

**Table 1 – Current and forecast rolls for Balfour Junior School and surrounding schools including Balfour Infant School**

	Capacity Range	Admission Numbers	Spring 08	Forecast Rolls assuming proposal implemented			
				Jan 09	Jan10	Jan 11	Jan 12
Balfour Junior School	324-360	96	390	392	397	427	459
Balfour Infant School	324-360	120	353	358	360	360	360
Downs Junior School	432-	128	505	502	502	502	502

	480						
Downs Infant School	324-360	120	356	353	346	355	355
Hertford Junior School	190-212	60	129	126	137	140	140
Hertford Infant School	151-168	60	145	180	180	180	180

If you require any further copies of this document please request them by ringing 01273 293474 or emailing [marie.chesham@brighton-hove.gov.uk](mailto:marie.chesham@brighton-hove.gov.uk)

Address for this returning this document:  
**Marie Chesham Brighton & Hove City Council**  
**Room 320, King's House, Grand Avenue**  
**HOVE, BN3 2ZZ**

Please return by **12 November 2008**

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

***The following timetable is proposed:***

Publication of Consultation Document	1 October 2008
Public Consultation Meeting	6 November 2008
Last date for responses	12 November 2008
Report back to Children and Young Peoples Trust Board	1 December 2008
Issue Public Notice	2 December 2008
End of public notice period	13 January 2009
Decision by the Children and Young Peoples Trust Board	2 March 2009
Provisional Opening	1 September 2010

The Councillors for the area are:

Withdean	Ken Norman, Ann Norman and Pat Drake.
Preston Park	Juliet McCaffery, Kevin Allen and Amy Kennedy.
Hollingbury and Stanmer	Jeane Lepper, Pat Hawkes and Christine Simpson.

**Please Note:** Apart from the public meeting on 6<sup>th</sup> November 2008, 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 Marie Chesham on telephone number:

01273 293474

## RESPONSE FORM

*Please return no later than  
12<sup>th</sup> November 2008*

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

Tel: (01273) 293433

Fax: (01273) 293596

### Proposed expansion of Balfour Junior School

Name

Address

(Please tick as appropriate) I am:

The parent of a pupil:

I support the proposal

A member of staff:

A school governor:

I do not support the proposal

(please state which school)

Other interested party:

(please state which)

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





## BALFOUR JUNIOR SCHOOL CONSULTATION ANALYSIS - Appendix 3 sheet 1 of 2

### In favour of proposal - 146

Reason	Child's school	Parent	Staff	Govern.	Other	Parent	Parent	Parent	Staff	Staff	Govern.
						Staff	Govern.	Other	Govern.	Other	Other
Unspecified	n/a	50									
General support, good idea, no probl to get a place, friends	Balfour Infant	11			2		2				1
	Balfour Junior	15	1	1	1	1	1				
	n/a	40		1	1				1		
Extra classroom to set up already for the ones who start at 2009		2									
Upgraded classrooms	Balfour Junior	2	1								
Current system has caused a lot of stress!	n/a	8									
Children to stay at their local school with their friends	Balfour Junior	2									
	Balfour Infant	2									
<b>TOTAL</b>		<b>132</b>	<b>2</b>	<b>2</b>	<b>4</b>	<b>1</b>	<b>3</b>		<b>1</b>		<b>1</b>

51

#### Parents notes/questions:

Why was the proposal previously rejected?

Worried that the refurbishment is going to affect the studies.

Bigger school but less intimate feel.

Not to have only one head teacher.



## BALFOUR JUNIOR SCHOOL CONSULTATION ANALYSIS - Appendix 3 sheet 2 of 2

### Against proposal - 5

Reason	Child's school	Parent	Staff	Govern.	Other	Parent	Parent	Parent	Staff	Staff	Governor
						Staff	Governor	Other	Governor	Other	Other
Inadequacies of the consultation process	Downs infant School			1							
Not happy with the parking system near school	n/a	1						1			
Change will unsettle my child	Balfour Junior School	1									
Capacity issue if school will grow	Balfour Junior School	1									
Most of the above plus other specific concerns*	Balfour Junior School			1							
	<b>TOTAL</b>	<b>3</b>		<b>1</b>				<b>1</b>			

\* Balfour Junior School Governing Body submission

