



SURREY

School Organisation Consultation

Proposal to expand
Town Farm Primary School in
Stanwell



The Proposal

1. Surrey County Council, in conjunction with the Governing Body of Town Farm Primary School, is seeking the views of parents, staff, residents and other local stakeholders on a proposal to permanently expand the school.
2. Town Farm Primary School is currently a two form entry school with a nursery. It has a Published Admission Number (PAN) of 60. The proposal is to expand the nursery, so that it can admit up to 47 young children on a flexible early education and child care package and to expand the school to three forms of entry per year . The Reception PAN for the school would therefore increase to 90 .
3. This consultation relates to the school expansion only.

The Process

4. This document is part of a four week statutory consultation process which opens on **Friday 6 January 2017 and closes on Friday 3 February 2017**. At the end of the consultation period a decision will be taken by the Governing Body as to whether to make the changes described in this proposal. Final determination will be by the Surrey County Council Cabinet Member for Schools, Skills and Educational Achievement at a delegated decision making meeting, probably in March 2017.
5. **It should be noted that this consultation relates only to the educational and organisational debate about providing more school places locally, it is not a planning consultation.** Only if a positive decision is made to expand the school will a formal planning application be submitted; this will have its own separate consultation process that will take into account comments about any building proposals and traffic and parking issues around the school site.

Admissions Arrangements

6. Town Farm is maintained by Surrey County Council which is the Admissions Authority for this school. The Council therefore sets and reviews the admissions arrangements. There are no proposals to change the admission arrangements or criteria if the school expands.

Details of the proposed changes to the school

7. If the proposal to enlarge the school were to go ahead it would mean that from September 2018 Town Farm would admit three classes (3 FE) into its Reception year on a permanent basis. An infant class may legally comprise of up to 30 pupils, therefore this would be a maximum of 90 pupils in the 2018 Reception cohort. The other year groups would remain unchanged as they move through the school, but each Reception intake would be up to 90 pupils from 2018 onwards.
8. In 2013 and 2016 Town Farm Primary took an additional Reception class (referred to as a 'bulge' class) to enable the Admissions Authority to meet the local demand for places. So in some year groups there are already three classes of pupils. It is the intention of Surrey County Council to ask the school to admit one more 'bulge' class in September 2017 prior to it permanently expanding to 3 FE in September 2018.
9. The school would therefore gradually increase in size over time by admitting an extra 30 pupils in each Reception year. So by September 2022 it could be

expected to have reached its maximum size, which would be 630 pupils (3 FE in every year group).

Building Programme

10. The proposal also includes some new building and internal remodelling of the school's accommodation to provide sufficient rooms to enable it to operate as a 3 FE primary school. The details of what is required, including staff parking and a revised school travel plan, are still being developed with the governors. A building programme will be the subject of a separate planning consultation once the principle of whether the school will be expanded has been agreed. It should be noted that the school expansion building programme would be funded by Surrey County Council as this is considered to be a project aimed to meet the basic need for more primary places in the area.

Why are we making these proposals?

11. The 1996 Education Act places a duty on Local Authorities to ensure that there are sufficient school places within their jurisdiction. Surrey has had an unprecedented increase in demand for primary school places over the last ten years and Spelthorne Borough has reflected this trend. SCC's pupil forecast data indicates that there is still a need for more primary school places in Stanwell. A number of primary school expansions have already been completed in the wider area and the residual demand is now for one more form of entry in this locality.

12. The two primary schools serving Stanwell have a combined Pupil Admission Number (PAN) of 120 places per year, (60 per school), and the forecast demand, based on births, housing and pupil migration trends, indicates a need for one more permanent form of entry (1 FE) i.e. 30 more Reception places each year.

Year	PAN	Rec	Y1	2	3	4	5	6	Total
2016	120 +30	137	115	112	175	101	131	101	872
2017	120	143	134	113	117	172	98	129	906
2018	120	140	140	131	117	114	169	96	907
2019	120	139	137	137	135	114	111	166	939
2020	120	144	137	134	141	132	111	108	907
2021	120	146	141	134	139	139	125	109	933
2022	120	149	144	139	139	136	136	131	838
2023	120	149	147	142	143	136	133	133	983

The chart above represents the situation in the Stanwell planning area **if we do nothing more**. It indicates that there is an anticipated shortage of places in Reception up to 2023.

Why are we proposing that Town Farm becomes 3FE?

13. The forecast demand clearly demonstrates a basic need for one more form of entry in this planning area. After this the forecast is less reliable as it is based on admissions trends as opposed to actual birth and housing data.
14. The Local Authority has considered both the local schools as options for expansion but has concluded, for a number of reasons, that Town Farm would be the most appropriate school. This is why Surrey County Council has approached the Governing Body of Town Farm and asked them to consider the possibility of 'growing' the school to 3 FE over a period of time.

Ensuring a good quality education

15. When bringing forward proposals to provide more school places, Local Authorities and academy trusts are required to consider expanding existing popular and successful schools. That is to say, schools that have a good or outstanding OFSTED inspection report, a proven track record for providing a high quality education and are regularly over-subscribed. The school's most recent OFSTED inspection report was in January 2016 and the school was judged to be offering a good standard of education.

How will this proposal be implemented?

16. Town Farm Primary School has already admitted three additional Reception classes in previous years. These temporary expansions, known as 'bulge classes' were in 2011, 2013 and 2016 and so the school has admitted up to 90 pupils in its Reception classes in those years.
17. The school has also agreed to take a further bulge class in September 2017 in order to be able to offer sufficient Reception places locally, as we believe the demand is there. Surrey County Council has provided funding for the school to undertake some internal building works to provide sufficient classrooms for these extra classes and will also fund the next bulge class and the permanent expansion, if it goes ahead.
18. The school has also been successful in obtaining some central government funding for updating of its heating and wiring systems. This is under a scheme known as the Priority Schools Building Programme. This maintenance work will be programmed to run alongside the capital building programme required to expand the school.
19. If the school were to permanently expand to 3 FE it would need 21 classrooms in total. Surrey County Council would fund the building work to ensure that there was sufficient provision to accommodate the additional 210 mainstream pupils that would eventually join the school over a period of years.
20. The precise plans for what will be added are still in the discussion phase and will not be fully progressed until we have permission to expand the school. Once we are at this stage we will hold a second public consultation as part of a planning application process.

Have Your Say

We would like to know what parents, staff and residents think about this proposal. There is a consultation response form at the end of this leaflet which can be completed either on line or on paper.

The consultation opens on **Friday 6 January 2017** and runs for 4 weeks. We are going to hold two public meetings at the school for parents, staff and other stakeholders to come

and express their views on this proposal, obtain more information and have questions answered as far as possible. **NB we will not be able to give any detailed answers to questions on the design of the building or the mitigation for traffic at this stage; these questions will be best addressed at the subsequent planning consultation meeting (date to be arranged).**

Statutory Notice

The relevant Statutory Notice relating to a school expansion will be published in the local press, on the school's website and on the school gates.

Responses to this notice should be submitted to Surrey County Council using the email address below

schoolorg@surreycc.gov.uk

The meetings, for anyone interested in this proposal, are as follows:

Town Farm Primary School @ 6 pm on Tuesday 24 January 2017 and at 9.30 am on Wednesday 25 January 2017 both meetings will be for 90 minutes

Please complete and return your Consultation Response by **5 pm on Friday 3 February 2017**

You can do this in a number of ways:

- By using the Surrey County Council consultation website www.surreysays.co.uk
- By completing the form attached to this document and emailing it to schoolorg@surreycc.gov.uk
- Alternatively, complete a written consultation response form and hand it in to the school office where it will be placed in a confidential ballot box

Next Steps

School Expansion Consultation

Surrey County Council's School Commissioning Team will analyse the consultation responses and a summary of them will be included in a report to governors and to the County Council's Cabinet Member for Schools, Skills and Educational Achievement.

The Cabinet Member will finally determine whether or not to go ahead with the school expansion proposal at a meeting, probably in March 2017. If the decision is to proceed with the expansion, the capital programme will be signed off and the scheme will commence.

NB This consultation process is separate to any subsequent planning application. A planning application will be submitted to Surrey County Council's Planning and Regulation Committee, if the Cabinet Member determines the expansion may go ahead. The planning notices will include information on building design and traffic considerations. This separate consultation process will be advertised on both the SCC and Spelthorne Borough Council's websites and interested parties will have another opportunity to respond with comments.

Town Farm Primary Consultation Response Form

Proposal to Expand Town Farm Primary School to Three Forms of Entry from September 2018

Please give us your views. Tick the box that best shows what you think of the following questions. You can write on the other side of this sheet if you want more space to write comments.

Do you agree with the proposal to make Town Farm a 3 FE Primary School from Sept 2018?

Agree

Don't know

Disagree

Comments:

To help with our analysis of responses please will you tell us something about yourself? Tick the boxes that best apply to you.

A resident living close/adjacent to the school	
A parent/carer of a child who may in future attend Town Farm Primary	
A parent/carer of a child already attending Town Farm Primary	
A parent/carer of a child attending another local school	
Staff member at Town Farm Primary School	
A Governor of Town Farm Primary School	
Some other link to Town Farm Primary School	
Someone else with an interest – please give (optional) post code here:	

SCC has a duty to monitor the impact of its policies under The Equalities Act. The law defines the following 'protected characteristics' and seeks to prevent discrimination on these grounds: age, sex, sexual orientation, gender re-assignment, race, religion or belief, pregnancy and maternity, marriage and civil partnership.

If you are in a protected group and believe that these proposals may have an adverse impact on you or your child, please indicate this on the response form overleaf.

Please tick if you have written overleaf

