

School Organisation Consultation

**Proposal to expand Portesbery School
onto a satellite site**

**March
2025**



Portesbery School
A happy school where every one matters
and every voice is heard



SURREY
COUNTY COUNCIL

School Organisation Informal Consultation

Local Authority Details

Local Authority	Surrey County Council
Address	Quadrant Court 35 Guildford Road Woking GU22 7QQ

School Details:

Name of School	Portesbery School
Category of School	Community school
Type of School	All-through specialist school with a designation of Severe Learning Difficulties/Profound and Multiple Learning Difficulties (SLD/PMLD)
URN	125474
Address	Newfoundland Road, Deepcut, Surrey
Postcode	GU16 6TA

Introduction

This document outlines a proposal to permanently expand the number of places in Years 12 to 14 for pupils with Severe Learning Difficulties/Profound and Multiple Learning Difficulties (SLD/PMLD) at Portesbery School and relocate the sixth form. All pupils have an Education, Health and Care Plan (EHCP).

Proposal

Surrey County Council, in partnership with the Governing Body of Portesbery School, is proposing to relocate and expand the sixth form of Portesbery School, creating 15 permanent additional places from academic year 2025/26. The school's sixth form school satellite site will be located at the former Deepcut Community Centre, which is 90 metres away from the current main site.

Portesbery School has already previously admitted 28 pupils in other year groups through ad-hoc admissions agreed with the Commissioning Authority and temporary "bulge" provision, increasing the number of pupils in Years R to 11. This consultation seeks to now make former agreements into a permanent arrangement, which will formally expand the total capacity of the school in year groups Reception to Year 14 from 105¹ planned places to 142 places. Overall planned place numbers at Portesbery School also incorporates the school's nursery-aged pupils.

All pupils will be on roll at Portesbery School and have an EHCP that names Portesbery School as the appropriate placement to meet their individual needs.

¹ Planned number based on last formal significant change process launched in November 2012, which came into effect 1 September 2015.

Table 1 shows the timeline for the proposed changes to take place on 1 September 2025. Dates and steps in the timeline may change based on the outcome of this consultation.

Table 1: Proposed timeline

Phase	Date
Informal Consultation Period	10 March – 4 April 2025
Public Engagement Event	27 March 2025
Review of consultation responses	Week commencing 7 April 2025
Outcome of consultation published on www.surreysays.co.uk	Week commencing 14 April 2025
Statutory notices (Statutory Consultation Period)	22 April – 23 May 2025
Analysis	Week commencing 26 May 2025
Lead Cabinet Member Decision	July 2025
Implementation	1 September 2025

It is proposed that:

1. A special school satellite site for Portesbery School is established on the site of the current Deepcut Community Centre to accommodate the school's sixth form provision.
2. The school is formally expanded from 105 planned places to 142 in Years Reception to 14 (inclusive of nursery), to accommodate the additional pupils already admitted to the school in previous years and additional pupils in the sixth form from September 2025.

Admissions processes remain the same for pupils at both Portesbery School and its new satellite site. Further details on the admissions process for SEND provision in Surrey can be found on the Surrey Local Offer website. The webpage [Choosing a school place for a child with an EHCP](#) describes how to apply for a specialist school place.

Making Representations, Objections and Comments

1. This is an informal consultation which starts on Monday 10 March and concludes on Friday 4 April 2025.
2. A number of organisations are available locally to support families of children who have additional needs and disabilities and young people with additional needs and disabilities to share their views. Please see [Information, Advice and Support – SEND Advice Surrey](#)
3. Any person can make comments, agree, or object to the proposal by sending representations to the Local authority through the following channels:

Website	www.surreysays.co.uk
Email	schoolorg@surreycc.gov.uk
Post	Lauren Comer Portesbery School expansion Education Place Planning, Surrey County Council Quadrant Court 35 Guildford Road Woking GU22 7QQ

Background

Portesbery School currently provides specialist education for pupils aged 3-19 years. There are currently 145 pupils on roll at the school, because the school admitted additional pupils on a temporary 'bulge' basis, with a view to maintaining a planned number of 142 from September 2025. **Table 2** shows the breakdown per year group as of academic year 2024/25.

Portesbery School has a fixed overall capacity, known as a planned number, rather than a set number of pupils per year group. This means that the distribution of pupils across different academic years can vary depending on individual or pupil cohort needs and when pupils are admitted to or leave the school. As there is a total planned number of pupils, the number in each year group per academic year will fluctuate.

Table 2: Number of pupils on roll at Portesbery School by National Curriculum Year (NCY) (Source: Portesbery School, 6 February 2025)

Year group	Nursery	Year R	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Number of pupils	3	11	9	9	7	9	9	8
Year group	Year 7	Year 8	Year 9	Year 10	Year 11	Year 12	Year 13	Year 14
Number of pupils	18	15	11	9	7	5	8	7

Phase	Primary	Secondary	Sixth form
Key Stage	EYFS, KS1 & KS2	KS3 & KS4	KS5
Number of pupils	65	60	20

Current Special Educational Needs provision at Portesbery School

Portesbery School's vision is: *"a safe and happy school, where everyone matters, every voice is heard, and everyone learns".*

Portesbery School currently provides specialist education for pupils aged 3-19 years. The school has a 'Good' OFSTED rating from its most recent inspection in May 2023. It provides highly specialist teaching and support for pupils with EHCPs with a range of Severe Learning Difficulties/Profound and Multiple Learning Difficulties identified as their primary needs (SLD/PMLD).

Pupils with severe learning difficulties have significant intellectual or cognitive impairments. This has a major effect on their ability to participate in the school curriculum without support. They may also have associated difficulties in mobility and co-ordination, communication and perception, and acquisition of self-help skills. Pupils with SLD will need support in all areas of the curriculum. They may also require teaching of self-help, independence and social skills. Some pupils may use sign and symbols, but most will be able to hold simple conversations and gain some literacy skills.

Pupils with profound and multiple learning difficulties have severe and complex learning needs, in addition they have other significant difficulties, such as physical disabilities or a sensory impairment. Pupils require a high level of adult support, both for their learning needs and also for

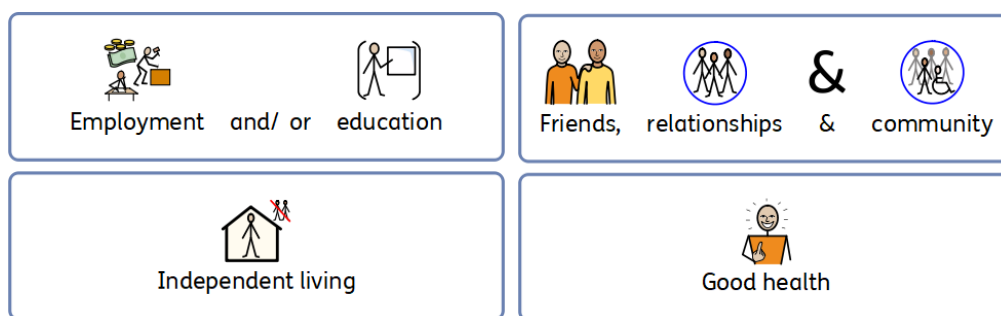
personal care. They are likely to need sensory stimulation and a curriculum broken down into very small steps. Some pupils communicate by gesture, eye pointing or symbols, others by very simple language.

The school enables pupils to realise their personal potential by creating a safe, happy, and vibrant learning community where all effort and achievement is celebrated, where pupils are empowered to persevere and develop independence and through valuing and respecting all who form part of the wider school community.

In Post-16, Portesbery's curriculum is topic-based and runs over a 3-year cycle, which allows the whole department to work towards shared objectives and enables learners to join together and to move between groups as appropriate.

Learners are grouped into 3 pathways and follow an appropriate curriculum. Learners in pathway 2 and those who are working between 2 pathways may access the pathway 1 or 3 curriculums or both, as appropriate. This enables the school to offer a highly personalised program that takes into account learners' individual needs, level of study, skills, interests, aspirations and long-term outcomes.

The intent is to deliver a curriculum that is relevant, engaging and ambitious, providing stretch and challenge for all learners, enabling the best possible progression towards outcomes and preparing them for adulthood:



The school offers the [ASDAN Personal Progress qualification](#), which enables all learners to have their achievements recognised within a nationally recognised qualification framework. The qualification achieved is dependent on the number of credits attained. The aim is to support learners to achieve a Certificate by the end of their time at the school, although this is flexible to meet individual needs. Some learners may achieve an Award, an Extended Certificate or Diploma. Some learners may also progress on to ASDAN Entry Level qualifications in Personal and Social Development. The qualification offers over 50 different units; learners from each pathway generally work towards 6 'core' units. They are then supported to make choices about other units which are relevant to their individual interests, aspirations and long-term outcomes.

All learners have the opportunity to participate in work related learning in a way that is appropriate for them. This enables them to develop and practise key and functional skills in a range of real-life settings and situations with a wider range of people. This could include classroom and school-based jobs, enterprise sessions, or offsite work experience. The school currently has learners undertaking weekly work experience in a shop, café, hotel, library, pre-school group and mother and baby group. Portesbery also runs a Post-16 café and shop in school.

Learners also work towards their Duke of Edinburgh Award. There are four sections: Volunteering, Physical, Skills and Expedition. For each individual section successfully completed, learners will achieve a certificate and if they complete all four, they will receive their award.

Further information about the current curriculum and provision at Portesbery School is available on the school website at [Portesbery School](#)

What will be provided through the expansion on the new site?

The new satellite site at Deepcut Community Centre will accommodate the sixth form of Portesbery School. It will be staffed and managed by Portesbery School and formally expand the sixth form across Years 12-14 for pupils with a range of needs related to SLD/PMLD. One reception area would be utilised on the current site for all visitors to sign in; ensuring safeguarding arrangements are robust, maximise efficiency and cost-effective.

The new site is located opposite the current Portesbery School and therefore will benefit from being part of the same campus. The school would be able to centralise administration, premises, IT, cleaning, catering and leadership resources and so there are significant benefits in terms of economies of scale and cost-effectiveness.

The school will continue to provide a curriculum based on the needs of the individual pupils. The new site will offer additional indoor and outdoor space for pupils to fully develop their skills for life, independence, social and communication skills.

There would be frequent movement between the two sites as all pupils would access shared facilities, such as: hydrotherapy pool, sensory studio, outdoor playground, Multi Use Games Area (MUGA), dining room and sensory circuits. Pupils from the main site would also visit the Post-16 building for inclusive, interactive social activities.

What do we want to achieve?

In June 2024, Surrey County Council's Cabinet approved changes to the planned use of the remaining £189m combined Special Educational Needs and Disabilities (SEND) capital funding and Alternative Provision (AP) capital funding for 2024/25 to 2027/28. This means we can conclude delivery of the two capital programmes within remaining approved budget allocations, reaffirmed by Full Council at Budget Setting in February 2025.

The Council's substantial total investment of around £260m, enables completion of 81 SEND and AP construction projects and the creation of 2,404 permanent additional specialist places across Surrey. In addition, existing specialist accommodation in SEND provision and AP Schools equivalent to around 633 places which are no longer fit for purpose to meet children and young people's needs are being redeveloped to enable technically viable expansion between 2019/20 to 2027/28. Overall investment increases capacity locally by 74% from 2019/20 when the capital programmes started, to a total of 5,761 places by 2031/32. Continued investment generates a positive impact on outcomes for Surrey resident children with complex additional needs and disabilities, as well as improving the Council's financial sustainability. This is aligned with Surrey's Inclusion and Additional Needs Partnership Strategy and local area improvement plans.

The 24 remaining committed and planned SEND capital projects and five AP capital projects that are proposed to progress are business critical to ensure Surrey County Council discharges its statutory duties under Section 3 of the Local Government Act 1999, Sections 13 and 14 of the Education Act 1996 and Part 27 Section 3 of the Children and Families Act 2014.

Reasons for expanding the school and sixth form

Demand for specialist school places in Surrey

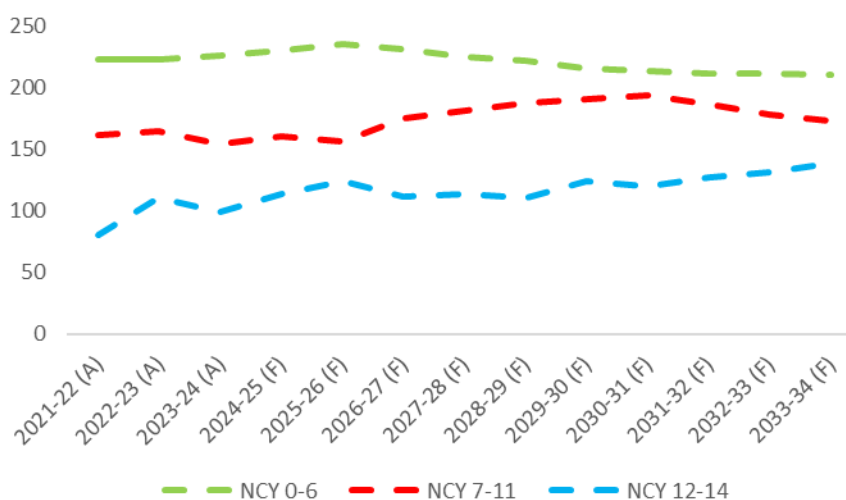
Surrey County Council has identified a long-term sufficiency gap for additional specialist places across Surrey. Demand for specialist provision in the North West of Surrey for pupils with Severe Learning Difficulties/Profound and Multiple Learning Difficulties (SLD/PMLD) is high across all key stages, and in post-16 education. As a result, other specialist provision in the local area is already operating at or above capacity. Given the pressure for places, it was therefore determined that an increase of available places across Portesbery School was necessary. Following the previous introduction of additional places in key stages 1, 2, 3, and 4, the provision of additional post-16 places on a new site at Deepcut Community Centre will help support local families who would otherwise have to travel further afield for their child to receive an appropriate education.

The expansion of the school, along with the proposed relocation, will increase availability of specialist places that are matched appropriately to need-type, phases of education and geographic location, as well as reduce home to school journey times and associated costs.

Projected needs: Severe Learning Difficulties (SLD) in Surrey 2021/22-2033/34

Source: SEND Edge-ucate forecasting model, December 2024

Graph 1: Projections for Surrey EHCP pupils aged 4-19 years with primary needs identified as Severe Learning Difficulties (SLD) needs in all settings

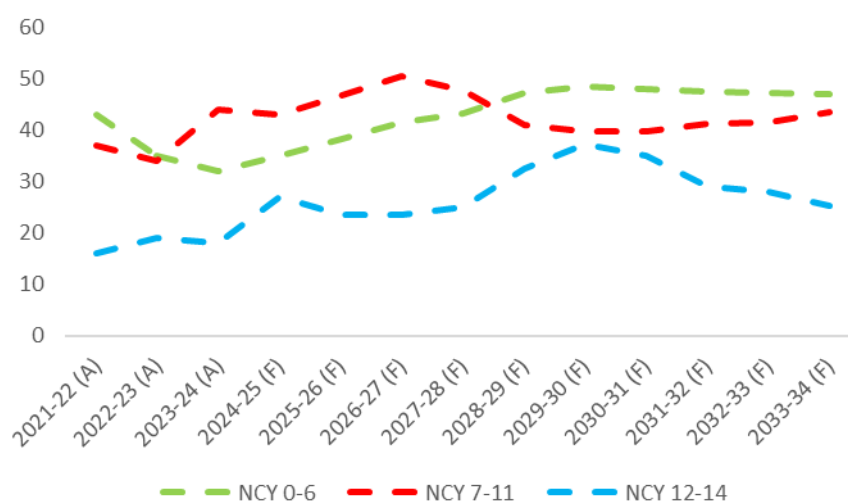


Graph 1 shows the latest projections for pupils with Education, Health and Care Plans in Surrey who have Severe Learning Difficulties (SLD) as their primary need. Primary age projections (4-11 years) are forecasted to reach their peak in 2025-26, before a steady decline year-on-year until the end of the planning period. Secondary age projections (11-16 years) remain largely consistent with current trends before a sharp increase in 2026-27, currently forecasted to reach their peak in 2030-31, they project an increase of 20% from 2024-25. Post-16 projections (16-19 years) increase significantly by the end of the planning period, with some fluctuation year-by-year, the numbers by 2033-34 are forecast to see a rise of 40% from the most recently available data.

Projected needs: Profound and Multiple Learning Difficulties and interaction needs in Surrey 2021/22-2033/34

Source: SEND Edge-ucate forecasting model, December 2024

Graph 2: Projections for Surrey EHCP pupils aged 4-19 years with primary need identified as Profound & Multiple Learning Difficulties



Graph 2 shows the latest projections for pupils with Education, Health and Care Plans in Surrey who have profound and multiple learning difficulties identified as their primary need. In recent years, primary age projections (4-11 years) have decreased from their previous peak in 2020-21. They are projected to rise, reaching then surpassing the previous peak from 2027-28, with a new peak in 2029-30. The figures are then expected to remain at around this number until the end of the planning period. Secondary age projections (11-16 years) increase year-on-year until their peak in 2026-27, after which they are projected to plateau until the end of the planning period. Post-16 projections (16-19 years) are forecast to reach their peak in 2029-30, though there is then a decline until the end of the planning period, the final figure is a 28% increase from the most recently available data.

Existing SLD/PMLD Designated Specialist School provision in Surrey

More details of our specialist provision can be found in the booklet "[Finding the right secondary school in Surrey](#)" on the [Surrey Local Offer website](#).

Table 3 shows the existing SLD/PMLD designated specialist schools in Surrey, and those that are already in the process of being expanded through the county's SEND Capital programme.

Table 3: SLD/PMLD Specialist Schools in Surrey (Source: October census 2024)

School	Designation	Borough/ District	Planned places & gender	Age range	Occupancy	Planned Expansion under Surrey's SEND Capital Programme
Woodlands School	SLD/PMLD	Mole Valley	104	4-19	103%	Increase by 16 to 120 planned places
Brooklands School	Dual designated SLD/ASD	Reigate & Banstead	163	2-11	107%	
Pond Meadow Academy	Dual designated SLD/ASD	Guildford	160	3-19	104%	Increase by 40 to 200 planned places
Clifton Hill School	Dual designated SLD/ASD	Tandridge	85	11-19	96%	0
Manor Mead School	Dual designated SLD/ASD	Spelthorne/ Runnymede	148	2-11	105%	0 – make permanent existing temporary expansion arrangements for 60 pupils on the school's satellite site in Virginia Water
Portesbery School	SLD/PMLD	Surrey Heath	142	2-19	104%	0
The Ridgeway School	SLD/PMLD	Waverley	109	2-19	105%	0
Walton Leigh School	SLD/PMLD	Elmbridge	88	11-19	101%	Increase by 60 to 148 planned places

Key Outcomes and Benefits

Expanding high quality and sustainable specialist school provision for Surrey resident pupils will provide the following benefits, as stated in the [Special Educational Needs and Disabilities \(SEND\) and Alternative Provision \(AP\) Capital Programmes and Specialist Sufficiency](#) report to Surrey County Council's Cabinet on 25 June 2024:

1. Surrey resident pupils with additional needs and disabilities who require a specialist school or alternative provision placement can attend their nearest most appropriate state-maintained school close to home and rooted in their local community.
2. Provides residents in identified areas of the county where there are identified shortfall of specialist provision access to the same level of high-quality specialist support as the rest of Surrey.
3. Helps to ensure Surrey's Local Offer continues to match the identified needs of children and young people who have additional needs and disabilities across the county
4. Aligns with Surrey's Preparation for Adulthood programme and strategy for post-16 to create local further education and employment pathways such as apprenticeships and supported internships. This enables Surrey resident pupils who have additional needs and disabilities to make a successful transition to adulthood and secure future employment.

5. Reduces journey times between home and school and associated transport costs and maximises opportunities for pupils to develop independent travel skills where possible. This will also help to address local congestion around specific school sites as well as traffic flow around the county, which will be of benefit to Surrey's Green Agenda.
6. The new local mainstream, specialist school and alternative provision places ensure children with additional needs and disabilities have increased access to the right local educational provision that achieves high quality outcomes. Improved and increased provision of specialist provision in mainstream schools enables more Surrey-resident children with additional needs to attend the same schools as their siblings and neighbours, and state-maintained specialist school provision closer to their home.
7. The SEND and AP Capital Programmes directly support considerable achievement of containment of cost that results in an in-year balance in the Dedicated Schools Grant High Needs Block by 2032/33, allowing Surrey to continue to deliver services and support for children, young people, and families, whilst remaining financially sustainable.

Implementation Plan

Finance and resourcing

Revenue income: Portesbery School will receive £10,000 for each planned place commissioned and will also receive a "top-up" sum for each pupil on roll at the school. This is determined against individual pupils' needs. Top-up rates are reviewed annually by the local authority.

Staffing

Staff will be employed by Portesbery School, who will be responsible for recruiting and managing staff at the new satellite site. There will be opportunities for shared training and development across the two sites.

Capital planning and buildings

The construction project to expand Portesbery School is committed under Surrey County Council's SEND Capital Programme and budget allocations reaffirmed by Full Council in February 2025.

Planning permission was granted in February 2025, and the acquisition of Deepcut Community Centre is expected to be finalised in the coming weeks. Subject to the outcome of this consultation, the building will undergo a full refurbishment in the following months to accommodate the new sixth-form provision. The project is scheduled for completion in February 2026.

Blackdown Preschool, a private early years provider, currently operates within the community centre and will continue to do so. Once the building acquisition is complete, Surrey County Council plans to formalise their tenancy with a standard lease agreement.

Provision of places

The school has already admitted the additional pupils as part of its expansion, and they are currently being accommodated in temporary buildings. In September 2025, the school will only admit new pupils at the usual key stage transfer points, as appropriate, rather than increasing overall enrolment. The new accommodation will ensure there is sufficient space for all pupils.

Impacts

An Equality Impact Assessment is being completed throughout the consultation process and will be published as part of the report for the Lead Cabinet Member Decision meeting.

Consultations, approvals and overall timescales

1. It is proposed that the expansion of Portesbery School at the site of the former Deepcut Community Centre commences from 1 September 2025. The proposed changes require a period of consultation, the publication of Statutory Notices and the agreement of Surrey County Council's Cabinet Member for Education and Learning if the proposal is to proceed.
- The first stage of consultation will be informal and will be open from Monday 10 March to Friday 4 April 2025. During this period, Surrey County Council will share the proposal with the wider professional network, schools including headteachers and chairs of governors, with unions, parent representatives, partner agencies and with the staff and parents of the school subject to the proposals. The consultation will also be shared with local councillors and residents, SEND Advice Surrey and Family Voice Surrey.
2. Following the informal consultation period, it is proposed to publish a Statutory Notice for a four-week period. The publication of Notices is when the local authority formally states that it intends to implement the proposed changes. This will be the final opportunity for consultees to make their views known before a final decision is taken. Following the consultation periods officers will summarise the feedback and will report to the Cabinet Member for Education and Learning.

Have your say

Surrey County Council and Portesbery School would like to know what people in the area feel about the proposal. The consultation will open on Monday 10 March and conclude on Friday 4 April 2025.

You can make representations, objections and comments using the online form at www.surreysays.co.uk. Alternatively, you can respond by email or post at the addresses given in the section [Making Representations, Objections and Comments](#).

All responses must be received by 11.59pm on Friday 4 April 2025.

What happens next?

We will hold a public engagement meeting for parents and any other interested parties to discuss the proposals and to hear views.

Date: Thursday 27 March 2025
Time: 1:30-2:30pm
Venue: Portesbery School

As a public meeting, anyone who wishes to may attend. Please join us to share your views and ask questions. You do not have to have a child at the school to join the meeting.

At the end of the consultation period, we will review all the responses received and share these with Portesbery School and publish analysis of the responses on the Surrey Says website.

Subject to the outcome of the consultation, we intend to publish a Statutory Notice at the school, in a local newspaper and on the Surrey Says website stating our intention to expand Portesbery School. There will be a four-week statutory consultation period for further representations to be received by the council.

All representations will be reviewed before a final decision is taken by the Cabinet Member for Children, Families and Lifelong Learning.