

# **School Organisation Consultation**

**Proposal to open a specialist  
centre at The Orchard Infant  
School**

**November  
2020**



**SURREY**

## Introduction

1. This paper outlines a proposal for the development of places for Infant pupils with an Education Health and Care Plan (EHCP) and who have Speech Language and Communication Needs (SLCN) in Surrey. The process and timescales are outlined below to open a new specialist centre at The Orchard Infant School, which is situated in the north east of the county.

## Background

2. The Orchard Infant School is a 3 form entry infant school in the borough of Elmbridge in Surrey. The school has an 'Outstanding' Ofsted rating. The Orchard has currently been supporting 2 pupils in each year group in a centre environment and this consultation is for the school to have a permanent specialist centre to continue to meet the needs of pupils with SLCN in the local area.

## Proposal

3. It is proposed that The Orchard Infant School hosts a specialist Special Education Needs and Disability (SEND) centre for 6 pupils. All pupils admitted to the centre would have an EHCP specifying the school as an appropriate placement to meet their individual needs. It is anticipated that the centre would be organised with 2 places per year group, although this number is not fixed and on occasions some year groups may have more or less than 2 pupils.

## Rationale

4. Demand for specialist centre provision in the north east area for pupils with Special Educational needs is high. As a result, other specialist provision in the local area is operating at or above capacity. The provision of an additional specialist Speech Language and Communication (SLCN) centre will help support local families who would otherwise have to travel further afield. This will not only enable local provision for local children, but also decrease home to school journey times and associated costs.

## Pupil Placement

5. Pupils attending the centre would be in addition to the mainstream Planned Admission Number (PAN) of the school. The school would manage meaningful inclusion into the mainstream classes which is wholly individualised to the needs of the child. Some pupils would spend more time in the centre than others and it would be the responsibility of the school to manage the specialist offer and inclusion levels in partnership with the parents and LA officers.
6. Appropriate pupils for this provision would be identified and placed at this specialist SLCN (sometimes referred to as low COIN) centre using the Education Health Care Plan and subsequent review pathways. The document 'SEND admissions processes for referrals for specialist placement for school age children' describes how this process works and is available on the Surrey Local Offer website.

## Finance and Resourcing

7. Each of the 6 Specialist Centre pupils on roll at the school would receive the usual sum of Average Weighted Pupil Unit (AWPU). Each agreed planned place commissioned (6 in total) would receive £6,000. Each pupil in attendance would receive an individual pupil 'top up' sum. For Speech Language and Communication (SLCN) pupils the current sum is £3280.63. This rate applies to all specialist centres across all Surrey schools which host a centre of this type. Top up rates for all specialist centres can be found using the link below:

<https://www.surreycc.gov.uk/schools-and-learning/teachers-and-education-staff/finance/special-educational-needs-sen-related-funding>

8. The additional funding (over and above the ordinary AWPU) available for a full centre would therefore be:

<b>6 Place Centre total at current rates</b>	
6 planned places @ £6000	£36000
6 places of top up at £3280.63	£19,683.78
<b>Total funding per financial year</b>	<b>£55,683.78</b>

9. From this overall sum the school would provide all the staffing required for the specialist centre (teacher in charge of the centre, teaching and support staff) to enable a meaningful specialist offer, as well as mainstream inclusion. A sum of £8,000 per key stage classroom would be provided to purchase classroom resources.

## Capital planning and buildings

10. The Orchard Infant School is using existing space within the current building to run a temporary centre environment. It is proposed that this space is permanently used for the new provision. Therefore there is no capital investment and additional building needed.

## Growth Model

11. There are already 6 pupils supported in the temporary centre at The Orchard. In this consultation we propose that the Orchard continues to offer 2 places in each year group (Year R, 1 and 2) from Sept 2021.

## Consultations, approvals and overall timescales

12. It is proposed that the specialist centre opens from September 2021. The proposed changes require a period of consultation, the publication of Statutory Notices and the agreement of Surrey County Council's Cabinet Member for All-age Learning if the proposal is to proceed.
13. The first stage of consultation will be informal and will open on 2 November 2020. During this period the Surrey County Council will share its proposals 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.

14. 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 All-age Learning. A decision is due on 9 Mar 2021.

## Have your say

Surrey County Council and The Orchard Infant School would like to know what people in the area feel about the proposal. The consultation will open on 2 November 2021.

You can respond by:

- a) Accessing the consultation online on the 'Surrey Says' website: [www.surreysays.co.uk](http://www.surreysays.co.uk) and searching for the school's consultation (school name or post code), or by scrolling through the list of open consultations.
- b) Completing the consultation response form that is available alongside this document. You can email the form or print it, complete it and send it back to the address below.

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Email: [schoolorg@surreycc.gov.uk](mailto:schoolorg@surreycc.gov.uk) with the subject: FAO The Orchard Infant School COIN Centre

All responses must be received by noon on 14 December 2020

## What happens next?

We will hold an online public meeting for parents and any other interested parties to discuss the proposals and to hear the views that people have. As a public meeting, anyone who wishes to may attend, please email [school.org@surreycc.gov.uk](mailto:school.org@surreycc.gov.uk) to register your interest and you will be sent a link to the online event. The online event will be held on 18 November, there will be a short presentation followed by questions and answers.

Please join 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 of the responses received and share these with the school and publish them 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 open a new specialist centre. 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 All-age Learning Decisions on 9 March 2021