

# School Organisation Consultation

**Proposal to open a specialist  
centre at Worplesdon  
Primary School**

**June 2019**



## Introduction

1. This paper outlines a proposal for the development of places for primary pupils with an Education Health and Care Plan (EHCP) and who have Communication and Interaction Needs (COIN) in Surrey. The process and timescales are outlined below to open a new specialist centre at Worplesdon Primary School, which is situated in the south west of the county. The specialist centre will be operated in partnership between Freemantles School and Worplesdon Primary School, based in the heart of Worplesdon Primary School.

## Background

2. Worplesdon Primary School is a primary school in the borough of Guildford in Surrey with a two form entry for infants and three form entry for juniors. The school has a 'good' Ofsted rating and does not currently have a specialist centre. Freemantles School is a special school in the borough of Woking in Surrey catering for the needs of children and young people with complex social communication needs. The school has an 'outstanding' Ofsted rating.
3. The junior cohort for this centre was set up in September 2018 and currently has 8 pupils who are based temporarily at Freemantles and accessing inclusion at Worplesdon Primary School.

## Proposal

4. It is proposed that Freemantles School and Worplesdon Primary School work in partnership to host a specialist Special Education Needs and Disability (SEND) centre for 21 pupils on the site at Worplesdon Primary School. The staff would benefit from supervision and training as employees of Freemantles School but would be based in the centre at Worplesdon Primary School. All pupils admitted to the centre would have an EHCP specifying the centre as an appropriate placement to meet their individual needs. It is anticipated that the centre would be organised with 3 places per year group. A bespoke building would be provided for the specialist centre and located within the school grounds.

## Rationale

5. Demand for specialist centre provision in the south west area for pupils with special educational needs is high, particularly for pupils with COIN. As a result, other specialist provision in the local area is operating at or above capacity. The provision of an additional specialist COIN 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

6. Through the consultation we will determine whether it is more appropriate to have the 21 places additional to the current school Planned Admission Number (PAN) or combined in the current PAN at Worplesdon Primary School. There is an expectation that pupils attending the centre would spend over 50% of the school day in the centre. This would enable 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 schools to manage the specialist offer and inclusion levels in partnership with the parents and LA officers. A Service Level Agreement (SLA) would be in place and planned place numbers reviewed with the school annually. It is envisaged that a support package to assist with the development of centre is provided to the schools during the initial set up and first year of running. The package would be based around funding to enable the centre to 'start up' and make the required offer.

7. Appropriate pupils for this provision would be identified and placed at this specialist 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**

8. The overall sum provided by the local authority to the schools 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.

## **Capital planning and buildings**

9. The LA has developed a standard and enhanced modular building option to support SEND pupils. Due to the level of need for this cohort of pupils, the LA is offering the enhanced building option to accommodate this new centre at Worplesdon Primary School. This facility will provide two ordinary sized classrooms, toilets (Key Stage 1 access directly from the classroom) and four additional spaces that can be utilised flexibly: small group working rooms, therapy delivery, 1:1 working, meeting, teachers' Planning Preparation and Assessment time (PPA) and administration space. The LA (ordinarily via a Project Manager) would work with the school to identify a suitable location on the site and conduct the necessary planning and delivery of the scheme. Additional revenue will be provided to purchase classroom resources.

## **Growth Model**

10. The LA is under significant pressure to provide a highly specialist offer in the south west quadrant of Surrey. There would be a requirement to 'grow' the centre quickly rather than with a planned intake of three pupils per year over seven years.

## **Consultations, approvals and overall timescales**

11. It is proposed that the specialist centre will start taking new admissions from 1 September 2020. 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.
12. The first stage of consultation will be informal and will open on 24 June 2019. During this period 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.

13. 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 in November 2019.

## Have your say

Surrey County Council and Worplesdon Primary School and Freemantles School would like to know what people in the area feel about the proposal. The consultation will open on 24 June 2019.

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.

Worplesdon COIN SC  
School Place Planning  
Room 326  
County Hall  
Penrhyn Road  
Kingston upon Thames  
KT1 2DJ

Email: [schoolorg@surreycc.gov.uk](mailto:schoolorg@surreycc.gov.uk) with the subject: FAO Worplesdon COIN SC

All responses must be received by noon on Friday 19 July 2019

## What happens next?

We will hold a 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. This meeting will be on 11<sup>th</sup> July 2019 at 7pm at Worplesdon Primary School. Everyone is welcome to attend the meeting and there is no need to pre-register your attendance.

Please come and share your views. You do not have to have a child at the school to come to the meeting.

There was a public planning meeting on 15 May 2019 regarding the building of the centre. Comments in that meeting regarding the educationale rationale will also be taken into consideration during this consultation. Comments regarding building will continue to be addressed through the planning application.

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 in November 2019.