



LEEDS ADMISSIONS FORUM

Meeting to be held in Civic Hall, Leeds on
Tuesday, 15th February, 2011 at 4.00 pm

MEMBERSHIP

COUNCILLORS

Councillor Peter Gruen
Councillor J Dowson

PARENT/GOVERNORS

Mrs L Bryan - High School
Mrs S Knights – Primary School

LOCAL COMMUNITY REPRESENTATIVES

Mrs S Norfolk - Leeds Primary Care Trust
Mr R Hamilton - Black Governors Information Network
Mr R Raj - Muslim Community Representative
Vacancy -

DIOCESAN AUTHORITIES

Mrs B Sice - RC Diocese
Mrs F Beevers York, Bradford, Ripon & Leeds
CE Diocese

SCHOOLS

Mr J Daulby - Community School
Ms F Woolaston - Community School
Mrs Lewis - Jewish (Aided)
School
Mr Wood - Aided School
Mr R Madeley - Controlled School
Vacancy - Foundation School

ACADEMY

Mr P Forbes - David Young
Academy

OTHER MEMBERS

Mrs A Moorehouse
Ms A Williamson

COLLEGE MEMBERS

Mr A Waring – Joseph Priestley College

AGENDA

Item No		Page No
1	CHAIR'S OPENING REMARKS To receive any opening remarks from the Chair	
2	APOLOGIES FOR ABSENCE To receive apologies for absence (If any)	
3	MINUTES OF THE PREVIOUS MEETING To consider the minutes of the previous meeting held on 16 th November 2010 (Copy attached)	1 - 10
4	PRIMARY SCHOOL EXPANSIONS - CONSULTATION To consider and offer comment on the Primary School Expansion – Consultation which closes on 18 th February 2011 (Report attached)	11 - 82
5	ANY OTHER BUSINESS To consider other business (If any)	
6	DATE AND TIME OF FUTURE MEETINGS That arrangements for future meetings of the Leeds Admissions Forum are as follows: Tuesday 1 st March 2011 Tuesday 14 th June 2011 All meetings to take place in the Civic Hall, Leeds commencing at 4.00pm	

Agenda Item 3

Leeds Admissions Forum

Tuesday, 16th November, 2010

PRESENT: Councillor P Gruen in the Chair

Mr R Hamilton – Black Governors Information Network
Mrs B Sice – RC Diocese
Mrs A Nicholl – CE Diocese
Mr J Daulby – Community School (High)
Ms F Woolaston – Community School (Primary)
Mrs H Lewis – Jewish Aided School
Mr R Madeley – Controlled School
Mr F Forbes – David Young Community Academy
Mrs A Moorehouse – West Leeds Area Management Board
Ms A Williamson – Choice Advice Service

In Attendance:

Mrs V Buckland – Education Leeds
Ms C Tribble – Education Leeds
Ms L Savage – Education Leeds
Mrs D Leonard – Legal Services
Mr J Grieve – Governance Services

17 CHAIR'S OPENING REMARKS

The Chair welcomed everyone in attendance and introduced Ms Frances Woolaston, representing the Community Schools (Primary Group) and Mrs Alison Moorehouse (Other Member category) who were attending their first meeting of the Forum

18 APOLOGIES FOR ABSENCE

Apologies for absence were received from: Councillor J Dowson, Mrs L Bryan, Mrs S Norfolk, Mr R Raj, Mrs F Beevers, Mr M Woods, Mr I Garforth and Mrs S Knights

19 UPDATE ON MEMBERSHIP - LEEDS ADMISSION FORUM

The Secretary to the Forum reported that following the appointment of Ms Woolaston in the Schools category and Mrs Moorehouse in the Other Members category, two outstanding vacancies remained.

It was reported that the Youth Council had been contacted to ascertain whether they would be willing to nominate a representative to the Local Community category and their response was still awaited. The Secretary to the Forum said that following the recent change in status of Garforth Community College to an Academy, a vacancy had arisen in the Schools category (Foundation School). An alternative representative was now being sought

Draft minutes to be approved at the meeting
to be held on Tuesday, 1st March, 2011

RESOLVED – To note that both outstanding vacancies were both being actively pursued

20 MINUTES OF THE PREVIOUS MEETING

The minutes of the previous meeting held on 22nd June 2010 were accepted as a true and correct record

21 MATTERS ARISING FROM THE MINUTES

Free Schools (Minute No. 14 refers) – Referring to expressions of interest to establish Free Schools in Leeds, Mr Hamilton asked for an update on this issue.

Mrs Buckland said a report was currently been prepared and would be submitted to the first meeting of the newly established Fairness of Admission Policies Sub Committee

22 CHALLENGING AND VULNERABLE CHILDREN'S SUB COMMITTEE

The minutes of the last meeting of the Challenging and Vulnerable Children's Sub Committee were submitted for information and comment

RESOLVED – That the contents of the minutes be noted

23 APPOINTMENT OF VICE CHAIR OF THE CHALLENGING AND VULNERABLE CHILDREN SUB COMMITTEE

Members considered a report by the Secretary to the Forum explaining the process for nominating the Vice Chair to the Challenging and Vulnerable Children's Sub Committee

The Chair sought nominations for the position of Vice Chair.

Mr R Hamilton nominated Mr J Daulby, Councillor Gruen seconded the nomination

Upon being put to the vote it was agreed that Mr J Daulby be appointed as Vice Chair to the Challenging and Vulnerable Children's Sub Committee for a one year period

RESOLVED –

- (i) That contents of the report be noted
- (ii) That that Mr J Daulby be appointed as Vice Chair to the Challenging and Vulnerable Children's Sub Committee for a one year period

24 FAIRNESS OF ADMISSIONS POLICIES SUB COMMITTEE

Members considered a report by the Secretary to the Forum which set out the draft Terms of Reference and Procedure for the newly established Fairness of Admission Policies Sub Committee

It was reported that nomination were being sought for the positions of Chair and Vice Chair of the Sub Committee

The Chair sought nominations for the position of Chair.

Councillor Gruen nominated Mr P Forbes, Mr R Madeley seconded the nomination

Upon being put to the vote it was agreed that Mr P Forbes be appointed as Chair to the Fairness of Admission Policies Sub Committee for a one year period

Ms A Williamson volunteered to serve as the Vice Chair, this was seconded by Mr J Daulby

Upon being put to the vote it was agreed that Ms A Williamson be appointed as Vice Chair to the Fairness of Admissions Policies Sub Committee for a one year period

RESOLVED –

- (i) To recommend that the draft Terms of Reference and Procedure for the Fairness of Admission Policies Sub Committee be approved, final approval being delegated to the Director of Children's Services
- (ii) That that Mr P Forbes be appointed as Chair to the Fairness of Admission Policies Sub Committee for a one year period
- (iii) That that Ms A Williamson be appointed as Vice Chair to the Fairness of Admission Policies Sub Committee for a one year period
- (iv) To note that the first meeting of the Sub Committee will take place on Thursday 16th December 2010 at 11.00am in the Civic Hall, Leeds

25 REPORT ON THE SEPTEMBER 2010 ADMISSION ROUND

Members considered a report by the Chief Executive Education Leeds which provided an update on the September 2010 Admission Round

In providing some background information on the report Mrs Buckland, Head of Service, Admissions and Transport, Education Leeds said that Education Leeds was responsible for allocating children to primary, infant, junior and secondary schools and defending admission appeals for community and voluntary controlled schools. The company was also responsible for co-ordinating admissions between the voluntary-aided and foundation schools, the neighbouring Local Authorities and the Academies.

Mrs Buckland suggested that over recent years there had been an increase in the birth rate, both nationally, and locally although the number of children entering secondary school was still falling. Previously Education Leeds allocated all children that were believed to live in the City a school place even if they had not applied, after all applications had been dealt with. It was reported that this was no longer possible and there were 140 fewer secondary places allocated, and 60 additional primary places allocated. However as September term approached many parents who had not previously applied had now done so, and a further 480 primary places had been allocated since 1 March. Mrs Buckland suggested that it was becoming increasingly difficult to place these children within a reasonable distance.

Mr Buckland said that as the numbers of children entering secondary school continued to fall in line with the demographics of the City, the authority had been able to offer all children a place in their nearest school, if they had requested one. It was anticipated a further two years of low numbers entering secondary school was expected before the increases in births begin to pass into the secondary sector.

Mrs Buckland reported that 44% of applications were now received using the on-line service. This was almost double the number who used the service in 2009

It was reported that there have been over 100 more secondary appeals this year although primary appeals had remained steady. The number of in year appeals has fallen by 60 and was likely to be due to the number of cases now handled through Fair Access, who are more successfully offered places. The percentage that were successful fell last year by 30% and had fallen by a further 8%.

In conclusion Mrs Buckland said there had been an increase in the number of applications for admission that have been received in the last year for primary and a small reduction in secondary. The birth rate was rising both locally and nationally and around 250 more primary allocations were made this year. Despite this increase the percentage of successful first preferences had also increased indicating that the programme of expansions that took place was of the appropriate size and location. The number of secondary block appeals had sharply increased this year predominantly concentrated in three schools.

The number of in year appeals had fallen slightly accompanied by a further fall in the success rate. This indicates that the independent panels do not consider the cases being put forward by parents were strong enough to warrant offering places in schools that are already full. A change in the Appeals Code had meant that fewer schools send representatives to assist Education Leeds presenting officers in defending the appeals, however, the preparatory work undertaken on the written statements had proved effective.

RESOLVED – That the contents of the report be noted

26 REVIEW OF THE PUBLISHED ADVICE TO PARENTS AND CHOICE ADVISORS

Members considered a report by the Chief Executive Education Leeds which highlighted the requirement of the Forum to consider the comprehensiveness and accessibility of the admissions literature and information produced for parents by each admission authority through published composite prospectus and the delivery of Choice Advice.

Copies of the booklets: Starting Primary School in Leeds and Starting Secondary School in Leeds were circulated at the meeting

Mr Daulby sought clarification about pupils with Special Education Needs

In responding Mrs Buckland confirmed that pupils with a Statement of Special Educational Need (SEN) were covered under separate legislation. Pupils with SEN but without a statement do receive a higher priority in the admission policy in certain circumstances

Commenting on the use of symbols within the booklets, Mr Madeley raised a potential area of confusing for parents; B = Breakfast Club and O = Out of School Care (Before School Club). Mr Madeley suggested that a Before School Club did not necessarily provide breakfast and could this be made clear in the booklet

Mrs Buckland said that the issues raised by Mr Madeley would be raised with the Early Years team, who provide such information, with a view as to how it might be made clearer

RESOLVED –

- (i) That the contents of the report be welcomed
- (ii) To note the efforts being made to improve the quality and scope of information supplied to parents on admissions
- (iii) That the issue of clarity, in terms of the use of symbols be reviewed by the relevant teams

27 OVERSUBSCRIBED SCHOOLS - IDENTIFYING THE REASONS WHY THEY ARE CHOSEN

Members considered a report by the Chief Executive Education Leeds which provided the outcome of research into school preferences.

Addressing the report Ms C Tribble from the Parent Partnership Service, Education Leeds said that two high schools within the same area were identified as being popular schools. Primary schools in the same cluster were also approached to take part in the research. In total there were 7 schools who took part in the exercise, 270

questionnaires were distributed, 48 parents completed and returned the questionnaire.

Highlighting the salient points Ms Tribble suggested that parents reported more influences for preferencing popular schools than non-popular schools. The most frequently reported reason for preferencing a popular school was its reputation. Parents were also more than twice as likely to identify; working near the school, the feel of the school and the schools facilities as influences for preferencing a popular schools.

The Chair thanked Ms Tribble for her informative and interesting presentation

RESOLVED – That the contents of the report be noted

28 DEMOGRAPHIC REPORT AND FUTURE PROJECTIONS OF PUPIL NUMBERS

Members considered a report by the Chief Executive Education Leeds which Provided the annual update of the demographic picture in Leeds

Introducing the report Ms L Savage said that the birth rate had been rapidly increasing in Leeds for some years. From a low point of 7,600 births in 2000, the latest birth data showed 10,200 children born in the year to September 2010.

It was reported that in order to meet the rising demand for school places, 560 additional reception places had been created since 2009, and to continue to ensure one place for every child born city wide, the local admission authority would need to create on average 300 to 400 new reception places every year, equivalent to 10 -13 new one form entry primary schools.

Ms Savage said that whilst the smallest year 7 cohorts would be entering secondary school in September 2011 and 2012, the numbers would then begin to rise rapidly. There was very little flexibility in the secondary sector, particularly in the south and east of the City. As the 10,200 children reach reception age in 2014, the local admission authority would also be facing a shortage of secondary places in some areas of the City. Planning for these larger numbers was underway, however the magnitude of birth rate increase was the equivalent to two new secondary schools each year. Clearly there would be a number of expansion plans required in certain areas, prior to reaching the point of new schools. However the statutory requirement to hold competitions for any new school proposal, sets out a timetable which means that potential sites would need to be identified sooner rather than later.

It was reported that as the extent of provision required increases and options for expansion of the existing estate are minimal, there was a need to become more creative and extend the range of potential solutions. New sites would be essential to the delivery of the ongoing need, and the potential for use of other council owned land and assets was being assessed. Community Centres, Libraries and office spaces were being evaluated, though this work was in its infancy. There were significant cost and legal implications to model. The option of renting accommodation was also being considered.

Options which could be realised for 2012 include:

- Expansions
- Split site primary schools – requires sites to be relatively closely located as legally one school can only have one admissions point for each phase
- Creation of 4-19 schools – this could be by changing the upper age limit of a primary or the lower age limit of a secondary. Consideration of how to build on existing expertise in the new phase would be key.

Ms Savage said that if seeking to open a new school, the authority must hold a competition, and cannot simply open a community school. The statutory process involved consulting on a specification, inviting and evaluating bids, and making a final decision on who should run the school. Therefore to establish places for 2013 the process would need to start by spring 2011.

It was suggested that increased consideration of small inner city schools and larger three form entry schools would need to be given. Free Schools, which are outside of local authority control, would need to be factored into strategic planning. Some schools may offer limited permanent expansion opportunities, but be able to accommodate a bulge year, possibly until a longer term solution could be implemented. Whilst this could mean preference patterns in later years may be distorted by higher numbers of siblings gaining priority, it could offer some flexibility in areas where the birth rate fluctuates more.

Commenting on the potential use of other council owned sites as extensions to existing school sites i.e. Community Centres and Libraries, Mr Madeley expressed concern suggesting that such buildings were not an appropriate environment for school activities.

Mr Forbes said the lack of school places was a serious problem and was a consequence of a legacy of failure to plan. Many areas of the city where demand was high were in the inner city, deprived areas where levels of unemployment were high. There was a possibility that free schools could become established in these areas utilising office blocks and former Mill sites. Appropriate legislation required putting in place to ensure the suitability of buildings for school use.

In drawing the debate to a conclusion the Chair that is was his opinion that quality of provision should not be sacrificed due to the urgency of the capacity issues. It was also important that a two tier system should not be created, high capacity within the inner city while the outer areas remained relatively untouched

RESOLVED –

- (i) That the contents of the report be noted including:
 - The significant ongoing need for additional reception place

- Significantly increasing year seven cohorts entering secondary school from 2013
- (ii) To receive a Consultation Paper on future proposals at the appropriate time

29 ADMISSION FORUM WORK PROGRAMME

Members received and considered the Forum's Work Programme for 2010/11

RESOLVED –

- (i) To note the scheduled Work Programme 2010/11
- (ii) To update the Work Programme to reflect the decisions made at today's meeting

30 ANY OTHER BUSINESS

There were no issues raised under any other business

31 DATE AND TIME OF FUTURE MEETINGS

RESOLVED – To note that future meetings of the Leeds Admissions Forum will be arranged as follows:

Tuesday 1st March 2011

Tuesday 14th June 2011

All meetings to take place in the Civic Hall, Leeds commencing at 4.00pm

32 PROPOSED CONSULTATION ON ADMISSION ARRANGEMENTS FOR SEPTEMBER 2012 ROUND

Members considered a report by the Chief Executive Education Leeds which Provided details of the proposed consultation on arrangements for the September 2012 round. (The report included a confidential appendices which was dealt with under the Access to Information procedure Rule 10.4 (4))

In providing background information Mrs Buckland reported that the local authority was required to consult each year on the Council's admission arrangements and prepare a report for submission to the Executive Board in March / April. The consultation process was prescribed for all admission authorities, including academies, foundation and voluntary-aided schools.

Mrs Buckland said the consultation covers the coordinated scheme, relevant areas as well as the admission policy for community and voluntary controlled schools. All other admission authorities would consult on their admission policies. Education

Leeds would publish a public notice advising parents of the consultation and where they could find information, and how they could make their views known.

Legislation was introduced in December 2008 to accompany the School Admissions Code which came into force in February 2009. There were two significant changes relating to the coordinated scheme which required local authorities to fully coordinate all applications for school places. The full coordination came into effect in September 2010.

Mrs Buckland said it was the role of the Admission Forum to consider how well existing and proposed admission arrangements serve the interests of children and parents within the area of the local authority. The Forum must also consider the effectiveness of the authority's proposed coordinated arrangements and the means by which admissions processes might be improved as well as how actual admissions related to the admission numbers published.

The following issues contained within the submitted report were highlighted:

- Coordinated Schemes – In year
- Coordinated Schemes – Annual Cycle
- Analysis of Socio-economic Factors
- Analysis of the Sibling Priority
- Changes to the Admission Numbers

In summing up Mrs Buckland said the coordinated admission schemes had been updated to reflect the latest legislation and the requirement for full coordination. It was proposed that Education Leeds consult on whether or not to hold in year waiting lists from September 2011. Changes would be required to primary school numbers as outlined in the submitted report. Any further changes would be brought to the attention of the Fairness of Admissions Policies Sub Committee for discussion, as well as being forwarded to all Members of Forum.

The Admission Forum's views are sought on possible changes to the sibling criteria prior to proceeding to consultation.

In the discussion that ensued Members were supportive of retaining an in year waiting list for the whole of the academic year, for all age groups, the issue of pupils using Fair Access Protocols and their position on the waiting list to be clarified.

On the issue of possible changes to the sibling criteria, it was the view of the Forum that the Local Authority proceed to consult on the proposed changes in a neutral manner inviting feedback

With regard to the proposed admission number changes, Members were supportive to proceed to consult on the proposed changes

RESOLVED – It was the view of the Forum that:

- (i) The establishment of an in year waiting list for the whole of the academic year for all age groups be supported. The issue of pupils using Fair Access Protocols and their position on the waiting list to be clarified.
- (ii) The Local Authority proceeds to consult on the proposed changes to the sibling criteria in a neutral manner that encouraged feedback
- (iii) The Local Authority proceeds to consult on the proposed changes to the admission arrangements

Public consultation

**Proposal to create additional
primary provision in the
Roundhay/Moortown area
from September 2012 to be
run by Allerton Grange School**

Introduction

We have to make sure there are enough places in the city's schools for every child who wants one.

We have already experienced a large rise in the number of children wanting to attend our primary schools in 2010 and 2011. We expect this to continue and are now planning the extra places we believe will be needed from September 2012.

As part of the planning process, we have identified some land which we believe is in the right area and could be used to provide extra places. We need to ask you about a proposal to use that land, before Leeds City Council makes a final decision.

We have tried to give you all the information you need to understand and be able to comment on the proposal. Here are some explanations of key phrases and terms which you will see used in this booklet.

Net capacity or useable space

This means the space which is in a school available for classrooms as well as essential non-teaching activities, such as hall, storage and staff rooms. It is expressed in terms of number of pupils this space is suitable for.

Admissions limit

The maximum number of children a school plans to accept into each year group.

Form of entry (FE)

School sizes are planned on a basis of 30 children per class (or form); a school with an admission limit of 30 is a one form of entry (1FE) school, 45 pupils is one and a half forms of entry (1.5FE), 60 pupils is two forms of entry (2FE) and so on.

Number on roll

Number of children registered at a school.

Statutory notice period or statutory notice

A period of time required by law to inform the public that the local authority is proposing to do or change something. The statutory notice is published with the proposal details, and invites comments. It follows a period of consultation like this one, allowing the local authority to adapt the proposals based on the views raised in the initial consultation.

Competition

A process by which a new school is established by the local authority. First a consultation is held over what provision is needed, including the type, size and location. Next a statutory notice is published inviting anyone interested in running the school to bid. A second statutory notice is then published which summarises the bids and invites comments. A final decision is then made by the local authority. If the local authority wish to submit a bid then the Schools Adjudicator becomes the decision maker.

Contents

1. What are we asking you about?
2. Why are we asking you?
3. What is the proposal?
4. How has the proposal been developed and what other options were considered?
5. Will there need to be any more proposals to expand provision?
6. How to comment on the proposals
7. What happens to your comments and what are the next steps of the process?
8. Supporting information: demographics, data tables and map

Response form

1. What are we asking you about?

This consultation is to ask for your comments on a proposal to create extra primary provision in the Roundhay/Moortown area from September 2012, by using land next to Allerton Grange School, and for Allerton Grange School to run the provision on that site.

Allerton Grange School, currently a school for pupils aged 11 to 18, would become one school with an age range of 4 to 18. Some additional land and buildings would be needed for the primary provision, and it is expected that part of the land next to the school would be used. As one school there would be one headteacher and one governing body. Children admitted into the school in reception would automatically stay on roll at the school until sixth form, unless they chose to apply for an alternative place in year 7.

Any new accommodation would be in modern, high-quality modular units. This has all the facilities children need and is built to last for decades. The modular units are built off-site meaning they can be put up quickly on school grounds. This consultation does not replace the normal planning process, which would still be followed before any extra accommodation was placed on site.

2. Why are we asking you?

Leeds City Council has a legal duty to provide school places for every child in the city who wants one, taking into account where those children live and may want to attend school.

We have been planning and delivering extra places due to a rise in the number of children aged five and under in the city, and now we are consulting on proposals to create extra places for the school year starting September 2012.

Your views are very important to us and therefore we need you to read this booklet or attend the public meetings and give us any comments you have on the proposals mentioned in **section 3 – What are the proposals?**

Details of how to comment are in **section 6 – How to comment on the proposals.**

3. What is the proposal?

The proposal is:

- To change the age range of Allerton Grange School from 11 to 18 to 4 to 18, and establish the primary provision on land adjacent to the school with effect from September 2012.
- In 2012 the reception admissions limit would be 60, and the year 7 admissions limit would continue to be 240.
- To increase the overall net capacity of the school to accommodate the 4 to 11 year olds
- In 2019 the year 7 admission limit would be reduced to 180, keeping the overall number of 11 to 18 year olds in the school the same, but allowing for those already admitted in the primary phase

The school would at first admit just a reception year group into the primary phase, and the secondary phase would continue to admit its current admission limit of 240 pupils into year 7. Over seven years the primary phase would grow, until in 2019 the first cohort moved up into year 7. These children would automatically stay on roll into year 7, but would still have the option to apply for a place somewhere else if they wished. As 60 year 7 places could be taken by the children, the school would offer only 180 additional year seven places from 2019, maintaining a total of 240 pupils per year group. If some pupils go elsewhere for their year 7 place, the authority would admit above the admissions limit to fill the 240 places.

The exact location of the additional buildings would need to be confirmed. It is expected they would use part of the land next to the school, which used to be part of the school site. It is expected that not all of this land would be needed, and some would be returned to the council for alternative use.

4. How has the proposal been developed and what other options were considered?

When finding the right schools, we had to address:

- our legal duties, which include making sure there are enough places, families are offered choice and diversity, and to consider the expansion of popular and successful schools;
- where the extra places are needed;
- the need to develop proposals in a timely manner so that families expressing a preference for a place in a Reception class in 2012 have all the information they need next summer/ autumn;
- the practical reasons why many existing schools can't be expanded;
- availability of other council owned land and assets which could contribute to the need for places; and
- how changes might affect the other schools in the area.

First, we had to identify how many extra places would be needed and where. This is done through our 'pupil projections', which predict where places will be needed based on birth rates and past patterns of where children were born compared with where they attend school. More information on this can be found in **Section 8 – Supporting information: demographics, data tables and map**. We also looked at information from the latest admissions round, which told us how many children applied and which schools families wanted them to go to.

In Roundhay and Moortown, and much of the inner north east area of the city, there is a need for more school places. We identified this piece of land as being suitable for use to meet some of that need. This proposal could offer sustainable, attractive provision at a popular and successful school, which would build on the strengths of the existing high school without undermining any of the other primary schools in the area.

A through school could offer some of the following potential benefits:

- improved transition arrangements and the ability to personalise learning further by having greater flexibility to support gifted and talented pupils as well as those needing additional support;
- continued wrap around care for vulnerable families, who would have continuity of staff when moving through the year groups;
- improved access to specialist facilities and resources, especially for younger children;
- removes the need for parents to apply for a place in year 7 as the children are already on roll, however keeps the option to apply somewhere else if they choose;
- ability to manage a bigger overall budget and staff, bringing flexibility and potentially enhancing stability in overall staffing levels;
- greater range of staff to provide wider expertise and broader professional development;
- physical flexibility over use of accommodation to reflect the different size of cohorts.

Initial exploratory discussions were held with the headteacher and governing body, and in December 2010, the executive board approved this consultation on the proposal.

Other options considered for this site

Local Authorities cannot simply open new community schools. Since 2006 they must run a competition establish a new school. The statutory process for a competition would take too long to provide the places by 2012.

The site could be used to relocate other provision, and release other sites. This would still mean running a competition on the vacated sites, which would mean the places would not be ready when they were needed. It would also involve disrupting pupils, parents and staff at the provision which was relocated.

Expanding Moor Allerton Hall Primary School was also considered. It is also next to the site being considered. The school has been in an extended partnership arrangement to try and improve standards, and is not currently oversubscribed. On balance it does not seem to be a good time to suggest expanding the school.

Formally including another existing primary school in the proposal for a 4 to 18 school was also considered. This might help bring existing expertise into the 4 to 11 provision, but would raise legal difficulties around admitting pupils in one year group to more than one site. Other informal partnerships could provide support with less disruption. These would fall outside the statutory process and would be for the governing bodies to consider.

5. Will there need to be any more proposals to expand provision?

Other consultations are being held at the same time as this one to make sure we meet the total need for places in the city. Each proposal is independent, and all of them are needed to meet the overall need. Information on all the proposals can be found at:

www.educationleeds.co.uk/schoolorganisation

We are planning for a continued rise in the population, and a growing demand for places in Leeds schools. We are working with all schools in the city to plan together how to meet the ongoing needs of every child in every community in the medium and long term. We are looking at what other land and council assets could be used. You will have your opportunity to comment on any further proposals as they are brought forward.

6. How to comment on the proposals

This consultation runs from Wednesday 5 January 2011 to Friday 18 February 2011. If you want the council's Executive Board to consider your views, we must receive your comments no later than 4pm on Friday 18 February 2011.

We are holding meetings to gather the views of schools, families and carers, young people, governors, and the general public, where you will have the opportunity to debate the proposal and ask questions. **There will be a public meeting on**

**Tuesday 25 January 2011, 6.30pm
at Allerton Grange School, Talbot Avenue, LS17 6SF**

**Thursday 27 January 2011, 6.00pm
at Moor Allerton Hall Primary School, Lidgett Lane, LS17 6QP**

The information is also available on the Education Leeds website:

www.educationleeds.co.uk/schoolorganisation, and in public libraries and has been widely distributed to interested parties including local councillors, MPs, the Catholic and Church of England dioceses, and unions.

Responses need to be made in writing (see below) or verbally at the public meetings detailed above. We minute all public meetings and place the minutes on our website. It is important that if you can, you give reasons for agreeing or disagreeing with the proposals, so that as much information as possible is available to the Executive Board when making their decision.

Written responses can be made:

- using the form in this booklet, which includes details of where to send it;
- by letter, to School Organisation Team, 10th Floor West, Merrion House, 110 Merrion Centre, Leeds, LS2 8DT; or
- by email to: **educ.school.organisation@educationleeds.co.uk**.

Responses can be anonymous, but if you want an acknowledgement please include your name and address.

Please remember that this consultation is to gain your views on proposals to create extra capacity by using the land next to Allerton Grange School. We cannot consider your views on any other subject as part of this consultation.

7. What happens to your comments, and what are the next steps in the process?

All your views will be summarised and presented to Leeds City council's Executive Board, which will decide whether to proceed with the proposals or to change them in any way. Your comments are treated with equal weight, whether you put them in writing or say them at the public meetings.

It is expected that they will make this decision at their meeting on 30 March 2011.

If they decide to proceed, a statutory notice confirming the details of the final proposals will be published in the Yorkshire Evening Post and on the Education Leeds website at: www.educationleeds.co.uk/schoolorganisation in summer 2011.

The notice will give details of how to make representations or comments on the final proposals. Even if your comments are the same as you have contributed to this consultation, you will need to make them again if you want the Executive Board to consider them when making their final decision. The board must make their final decision within two months of the end of this statutory notice period.

If objections are received, the School Organisation Advisory Board (SOAB) will sit ahead of the Executive Board meeting to make its recommendation on the proposals. The SOAB is made up of representatives from the area's education community, and has been established by the Executive Board to consider responses and make recommendations on the final decision regarding any proposals to change the size or organisation of schools.

The Executive Board is likely to make a final decision in summer 2011.

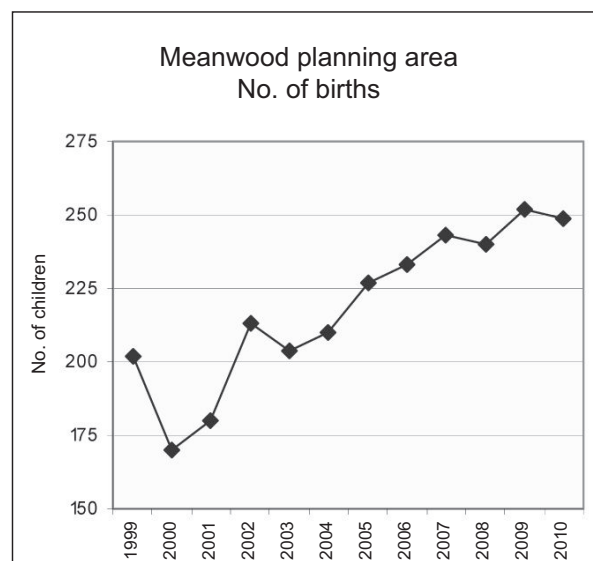
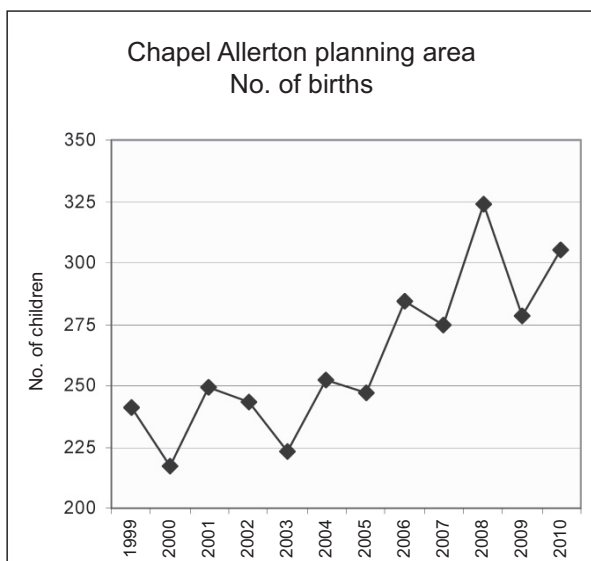
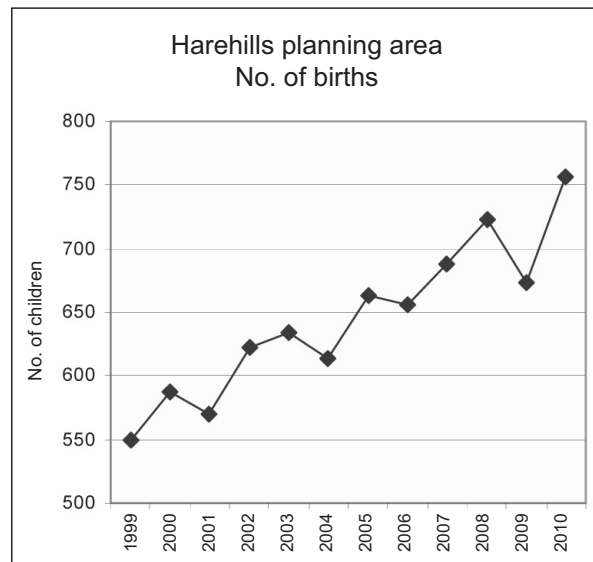
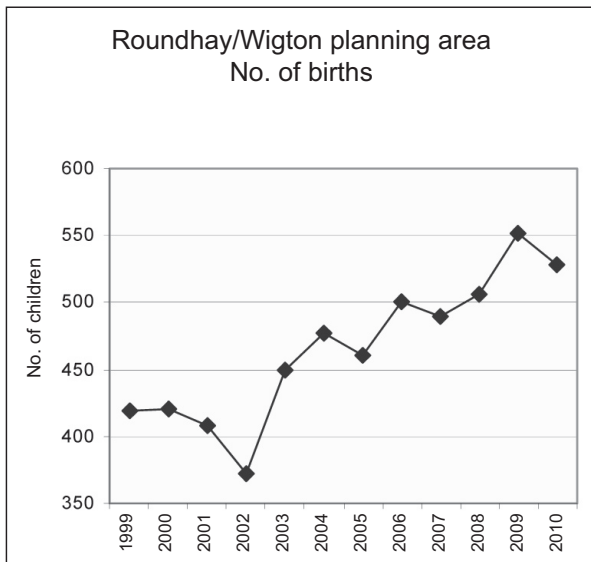
A planning application would be required for the buildings. This is a totally independent process from this consultation. This would require some input from the school over the design of the new buildings, and these discussions could start before a final decision is made to ensure that the buildings can be provided in time for September 2012. Holding those discussions and doing preliminary planning work does not in any way affect the independence of these two processes, but does allow for timely delivery of the project. Separate consultations would be required by the planning process.

8. Supporting information: demographics, data tables and map

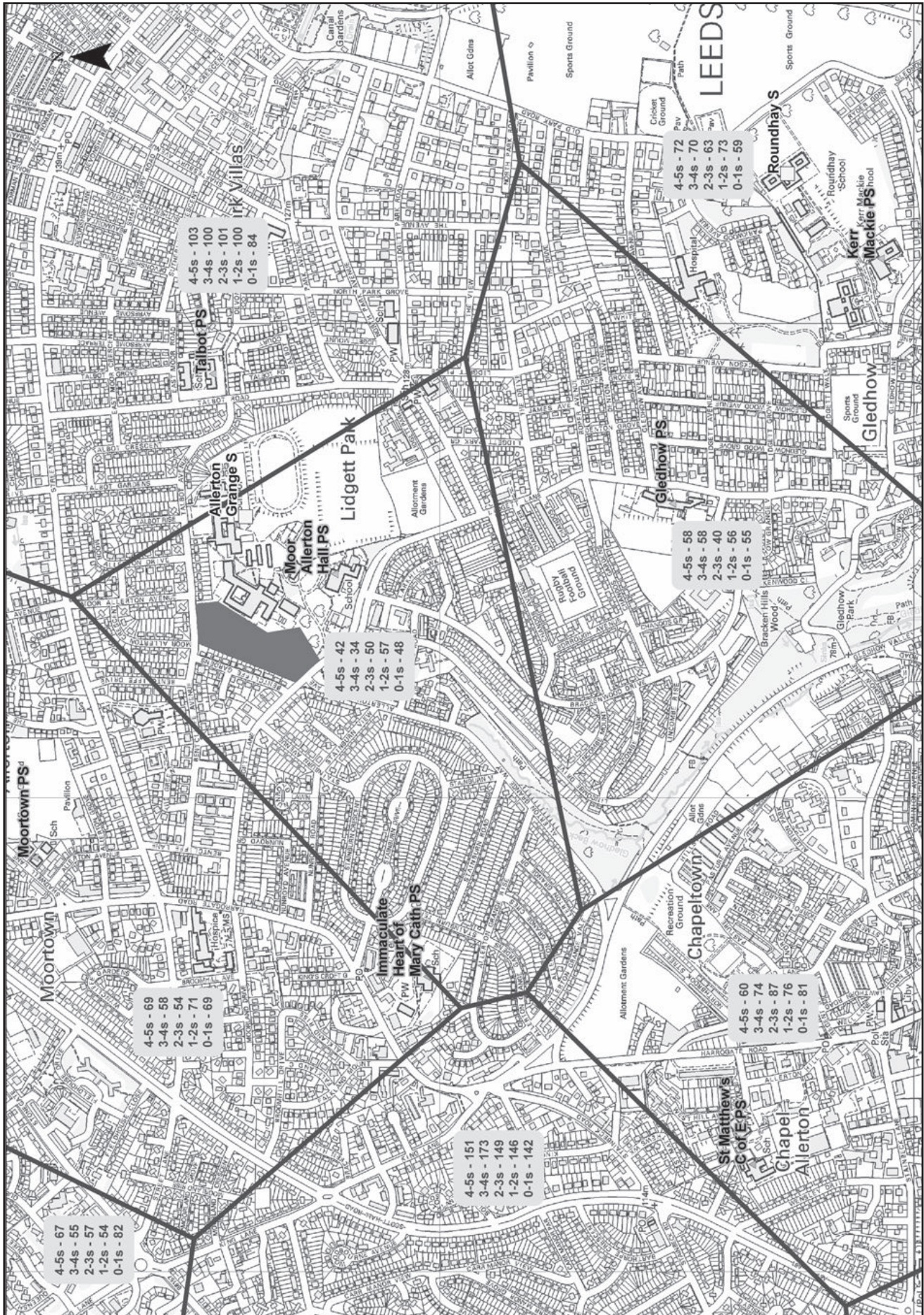
The inner east and inner north east areas face some of the greatest demographic pressure in the city. **The table overleaf shows the projections for future demand for Reception places, against the places that already exist.** This is based on birth data and past patterns of where children attended school. **The charts show birth data for those areas.**

Lots of things can affect where people go to school. Many parents choose to travel out of their immediate area to go to their preferred schools. The area has a high degree of population mobility, which results in numbers in school changing over time. Projections are important, but they are just one piece of the information we use to plan places. **The map on page 9 shows where pre school children live in relation to their nearest schools.**

Planning Area	Schools	Recep Places	Projections	
		2012	2012	2014
Roundhay/Wigton	Gledhow, Talbot, Immaculate Heart of St Mary's Catholic, Kerr Mackie, Moor Allerton Hall, Moortown, Roundhay St John's CE, Highfield, Wigton Moor	480	547	573
Harehills	Bankside, Harehills, Hovingham, Oakwood, St Augustine's Catholic, St Nicholas' Catholic, Woodlands, Wykebeck	505	602	646
Meanwood	Carr Manor, Meanwood CE, Mill Field, St Urban's Catholic	180	174	187
Chapel Allerton	Bracken Edge, Chapel Allerton, Hillcrest, Holy Rosary and St Anne's Catholic, St Matthew's CE	255	314	307
TOTAL	31 schools	1420	1637	1713



Pre school children and their nearest school



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Proposal to create additional primary provision in the Roundhay/Moortown area from September 2012 to be run by Allerton Grange School

Public consultation response form

Please read the consultation booklet on the proposal and tell us what your views are. The questions on this form are provided to help you do so, but you do not have to respond to all of them. If you prefer not to use this form, you can also put your views in a letter. Letters and forms should be sent to the address at the bottom of this form, or by email to: educ.school.organisation@educationleeds.co.uk. Extra copies of this booklet and response form are available at: www.educationleeds.co.uk/schoolorganisation. All responses will be reported to a meeting of Leeds City Council's Executive Board in March 2011.

Responses must be received by 4pm on Friday 18 February 2011.

Questions relating to the proposals

1. How much do you agree with the following statements? Please tick as appropriate.

1a) I agree with the use of the site at Allerton Grange for increasing school provision.

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	Don't know

1a) I agree with Allerton Grange School changing its age range to include some primary provision.

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	Don't know

Please tell us more about your views and your reasons for them.

Continued overleaf

Please tell us more about your views on this proposal (continued)

2. Have you found this booklet useful?

Yes No

How could we improve the booklet?

3. Have you found the consultation process useful?

Yes No

How could we improve the consultation process?

Your personal details (if you want your response to be formally acknowledged)

Name:

Address:

Email address:

Which school are you associated with?

- | | | | |
|--------------------------------------|-----------------------|--------------------------|-----------------------|
| Parent/carer of present pupil(s) | <input type="radio"/> | Member of staff | <input type="radio"/> |
| Parent/carer of primary school child | <input type="radio"/> | Local resident | <input type="radio"/> |
| Other adult relative | <input type="radio"/> | Elected member | <input type="radio"/> |
| Pupil | <input type="radio"/> | Community representative | <input type="radio"/> |
| Governor | <input type="radio"/> | Other | <input type="radio"/> |

Data Protection Act 1998

Under the terms of the Data Protection Act 1998 we must inform you of the following. Education Leeds and Leeds City Council are seeking your views to help inform the decision on this proposal. Your personal information will be used only for this purpose, and may be shared with other agencies who are involved in the consultation, however only to address any issues you raise. If you do not wish to provide personal details your views will still be considered, but we will not be able to acknowledge your response personally.

Please send your reply to: The Chief Executive, Education Leeds, FAO School Organisation Team
10th Floor West, Merrion House, 110 Merrion Centre, Leeds LS2 8DT

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If you do not speak English and need help in understanding this document, please phone **0113 224 3311** and state the name of your language. We will then put you on hold while we contact an interpreter. We can assist with any language and there is no charge for interpretation.

अगर आप अंग्रेजी नहीं बोल सकते और आप को यह दस्तावेज समझने के लिए मदद की आवश्यकता है, तो कृपया **0113 224 3311** के उपर टेलीफोन करे. हम आपको टेलीफोन पर ही होल्ड कर के एक इन्टरप्रीटर (दुभाषिये) का संपर्क करेंगे. हम आपको कोई भी भाषा में मदद कर सकते हैं ओर दुभाषिये की सेवा के लिए कोई खर्च वसूल नहीं किया जाएगा.

আপনি যদি ইংরেজীতে কথা না বলেন এবং এই দলিলটি বুঝতে সাহায্যের দরকার হয় তাহলে দয়া করে **0113 224 3311** এই নম্বরে ফোন করুন এবং আপনি যে ভাষায় কথা বলেন সেই ভাষার নাম বলুন। তারপর আমরা আপনাকে ফোন ধরে রাখতে বলে একজন ইন্টারপ্রেটারের (দোভাষী) সঙ্গে যোগাযোগ করব। আমরা যে কোন ভাষায় সাহায্য করতে পারি, এবং বিনামূল্যে ইন্টারপ্রেটেশনের (ভাষান্তরন) ব্যবস্থা করা হয়।

凡不懂英語又需要協助了解這份資料內容者，請致電 **0113 224 3311** 並說明本身的母語名稱。當我們聯絡傳譯員時，請稍候切勿掛斷電話。我們可以提供各種語言的傳譯服務，而且毋須收費。

ਜੇਕਰ ਤੁਸੀਂ ਅੰਗ੍ਰੇਜ਼ੀ ਜ਼ਬਾਨ ਨਹੀਂ ਬੋਲਦੇ ਅਤੇ ਇਸ ਦਸਤਾਵੇਜ਼ ਨੂੰ ਸਮਝਣ ਲਈ ਤੁਹਾਨੂੰ ਸਹਾਇਤਾ ਦੀ ਲੋੜ ਹੈ ਤਾਂ ਕ੍ਰਿਪਾ ਕਰਕੇ **0113 224 3311** ਤੇ ਫੋਨ ਕਰੋ ਅਤੇ ਆਪਣੀ ਜ਼ਬਾਨ ਦਾ ਨਾਂ ਦੱਸੋ। ਫਿਰ ਅਸੀਂ ਤੁਹਾਨੂੰ ਉਦੋਂ ਤਕ ਇੰਤਜ਼ਾਰ ਕਰਨ ਲਈ ਕਹਾਂਗੇ ਜਦੋਂ ਤਕ ਅਸੀਂ ਕਿਸੇ ਇੰਟਰਪਰੈਟਰ ਨਾਲ ਸੰਪਰਕ ਕਰਦੇ ਹਾਂ। ਅਸੀਂ ਕਿਸੇ ਵੀ ਜ਼ਬਾਨ ਲਈ ਸਹਾਇਤਾ ਦੇ ਸਕਦੇ ਹਾਂ ਅਤੇ ਇੰਟਰਪਰੈਟੇਸ਼ਨ ਲਈ ਤੁਹਾਨੂੰ ਕੋਈ ਫੀਸ ਨਹੀਂ ਦੇਣੀ ਪੈਂਦੀ।

اگر آپ انگریزی زبان نہیں بولتے اور اس دستاویز کو سمجھنے کے لیے آپ کو مدد کی ضرورت ہے تو براہ مہربانی **0113 224 3311** پر فون کریں اور اپنی زبان کا نام بتائیں۔ ہم آپ کو انتظار کرنے کے لیے کہیں گے اور اس دوران کسی انٹرپریٹریعنی ترجمان سے رابطہ کریں گے۔ ہم کسی بھی زبان میں آپ کی مدد کر سکتے اور ترجمانی کی خدمت کے لیے آپ سے کوئی رقم نہیں لی جاتی۔

This publication can also be made available in large print, on computer disc and audio cassette. Please phone: **0113 224 3311**.

Public meeting

Leeds City Council is consulting on a proposal to create additional primary provision in the Roundhay/Moortown area from September 2012 to be run by Allerton Grange School.

Public meetings will be held to give you a chance to find out more about the proposal and have your say on:

**Tuesday 25 January 2011, 6.30pm
at Allerton Grange School,
Talbot Avenue, LS17 6SF**

and

**Thursday 27 January 2011, 6pm
at Moor Allerton Hall Primary School,
Lidgett Lane, LS17 6QP**

Wednesday 5 January to
Friday 18 February 2011

Public consultation

**Proposals to expand Bracken Edge
and Wykebeck primary schools**
from September 2012

Introduction

We have to make sure there are enough places in the city's schools for every child who wants one.

We have already experienced a large rise in the number of children wanting to attend our primary schools in 2010 and 2011. We expect this to continue and are now planning the extra places we believe will be needed from September 2012.

As part of the planning process, we have identified two schools which we believe are in the right areas and are able to provide extra places. We need to ask you about these proposals before Leeds City Council makes a final decision.

We have tried to give you all the information you need to understand and be able to comment on the proposals. Here are some explanations of key phrases and terms which are referenced in this booklet.

Net capacity or useable space

This means the space which is in a school available for classrooms as well as essential non-teaching activities, such as hall, storage and staff rooms. It is expressed in terms of the number of pupils this space is suitable for.

Admissions limit

The maximum number of children a school plans to accept into each year group.

Form of entry (FE)

School sizes are planned on a basis of 30 children per class (or form); a school with an admissions limit of 30 is a one form of entry (1FE) school, 45 pupils is one and a half forms of entry (1.5FE), 60 pupils is two forms of entry (2FE) and so on.

Number on roll

Number of children registered at a school.

Statutory notice period or statutory notice

A period of time required by law to inform the public that the local authority is proposing to do or change something. The statutory notice is published with the proposal details, and invites comments. It follows a period of consultation like this one, allowing the local authority to adapt the proposals based on the views raised in the initial consultation.

Contents

1. What are we asking you about?
2. Why are we asking you?
3. What are the proposals?
4. How have the proposals been developed?
5. Will there need to be any more proposals to expand provision?
6. How to comment on the proposals
7. What happens to your comments and what are the next steps of the process?
8. Supporting information: demographics and data tables

Response form

1. What are we asking you about?

This consultation is to ask for your comments on proposals to create extra space to permanently increase the size of Bracken Edge and Wykebeck primary schools in Leeds from September 2012.

The proposals would involve some changes to the 'net capacity' of these schools. This means making sure the school has the right amount of space available for classrooms as well as essential non-teaching activities, such as hall, storage and staff rooms. Increasing the net capacity means either changing the way the school facilities are used at the moment, or adding extra accommodation on school grounds, or both.

Where extra rooms are needed we would provide modern, high-quality modular accommodation. This has all the facilities children need and is built to last for decades. They are built off-site meaning they can be put up quickly on school grounds. This consultation does not replace the normal planning process, which would still be followed before any extra accommodation was placed on site.

2. Why are we asking you?

Leeds City Council has a legal duty to provide school places for every child in the city who wants one, taking into account where those children live and may want to attend school.

We have been planning and delivering extra places due to a rise in the number of children aged five and under in the city, and now we are consulting on proposals to create extra places for the school year starting September 2012.

Your views are very important to us and therefore we need you to read this booklet or attend the public meetings and give us any comments you have on the proposals mentioned in **section 3 – What are the proposals?**

Details of how to comment are in **section 6 – How to comment on the proposals.**

3. What are the proposals?

At **Bracken Edge Primary School**, to increase the maximum number of children on roll to 420 by:

- increasing the admissions limit from 45 to 60; and
- increasing the net capacity of the school from 315 pupils to 420 pupils by providing additional buildings and/or some internal changes to the buildings.

At **Wykebeck Primary School**, to increase the maximum number of children on roll to 420 by:

- increasing the admissions limit from 45 to 60; and
- increasing the net capacity of the school from 315 pupils to 420 pupils by providing additional buildings and/or some internal changes to the buildings.

It is also important to understand that the changes do not mean that the schools would increase their number on roll to the full capacity immediately. In both proposals, the increase would apply to children joining Reception class only each year from September 2012.

These proposals are independent of each other and not related. Any decision on one does not affect the other.

4. How have the proposals been developed?

When finding the right schools, we had to address:

- our legal duties, which include making sure there are enough places, families are offered choice and diversity, and to consider the expansion of popular and successful schools;
- the areas where the extra places are needed;
- the need to develop proposals in a timely manner so that families expressing a preference for places for Reception class in 2012 have all the information they need next summer/autumn;
- the practical reasons why many schools can't be expanded;
- availability of other council owned land and whether any of this land could contribute to the need for places; and
- how expanding one school might affect the other schools in the area.

First, we had to identify how many extra places would be needed and where. This is done through our 'pupil projections', which predict where places would be needed based on birth rates and past patterns of where children are born compared with where they attend school. More information on this can be found in **section 8 – Supporting information: demographics and data tables**. We also compared the predictions with the information available from the latest admissions round, which told us how many children applied and which schools families wanted them to go to.

In the areas that these two schools are located there is clearly a need for more school places. We have looked at all schools in these areas to determine how and where we can expand provision and identified Bracken Edge and Wykebeck as schools that could realistically expand in time for 2012.

Initial exploratory discussions were held with the headteacher and governing bodies, and in December 2010, the Executive Board approved this present consultation on increases to the 'net capacity' of both Bracken Edge and Wykebeck primary schools on a permanent basis.

5. Will there need to be any more proposals to expand provision?

We are planning for a continued rise in the population, and a growing demand for places in Leeds schools. We are working with all schools in the city to plan together how to meet the ongoing needs of every child in every community in the medium and long term. You will have your opportunity to comment on any further proposals as they are brought forward.

6. How to comment on the proposals

This consultation runs from Wednesday 5 January 2011 to Friday 18 February 2011. If you want the council's Executive Board to consider your views, we must receive your comments no later than 4pm on Friday 18 February 2011.

We are holding meetings to gather the views of schools, families and carers, young people, governors, and the general public, where you will have the opportunity to debate the proposals and ask questions. There will be two public meetings:

**Thursday 20 January 2011, 6pm
at Wykebeck Primary School,
Brander Street, Wykebeck, LS9 6QH**

and

**Thursday 27 January 2011, 7pm
at Bracken Edge Primary School,
Newton Garth, Newton Road, LS7 4HE**

The information is also available on the Education Leeds website:

www.educationleeds.co.uk/schoolorganisation, and in public libraries, and has been widely distributed to interested parties including local councillors, MPs, the Catholic and Church of England dioceses, and unions.

Responses need to be made in writing (see below) or verbally at the public meetings listed above. We minute all public meetings and place the minutes on our website. It is important that if you can, you give reasons for agreeing or disagreeing with the proposals, so that as much information as possible is available to the Executive Board when making their decision.

Written responses can be made:

- using the form in this booklet, which includes details of where to send it;
- by letter, to School Organisation Team, 10th Floor West, Merrion House, 110 Merrion Centre, Leeds, LS2 8DT; or
- by email to: **educ.school.organisation@educationleeds.co.uk**.

Responses can be anonymous, but if you want an acknowledgement please include your name and address.

Please remember that this consultation is to gain your views on proposals to create extra space at Bracken Edge and Wykebeck primary schools. We cannot consider your views on any other subject as part of this process.

7. What happens to your comments and what are the next steps of the process?

All your views will be summarised and presented to Leeds City Council's Executive Board, who will then decide whether to proceed with the proposals or to change them in any way. Your comments are treated with equal weight, whether you put them in writing or say them at the public meetings.

It is expected that they will make this decision at their meeting on 30 March 2011.

If they decide to proceed, a statutory notice confirming the details of the final proposals will be published in the Yorkshire Evening Post and on the Education Leeds website at: www.educationleeds.co.uk/schoolorganisation in summer 2011.

The notice will give details of how to make representations or comments on the final proposals. Even if your comments are the same as you have contributed to this consultation, you will need to make them again if you want the Executive Board to consider them when making their final decision. The board must make their final decision within two months of the end of this statutory notice period.

If objections are received, the School Organisation Advisory Board (SOAB) will sit ahead of the Executive Board meeting to make its recommendation on the proposals. The SOAB is made up of representatives from the area's education community, and has been established by the Executive Board to consider responses and make recommendations on the final decision regarding any proposals to change the size or organisation of schools.

The Executive Board is likely to make a final decision in summer 2011.

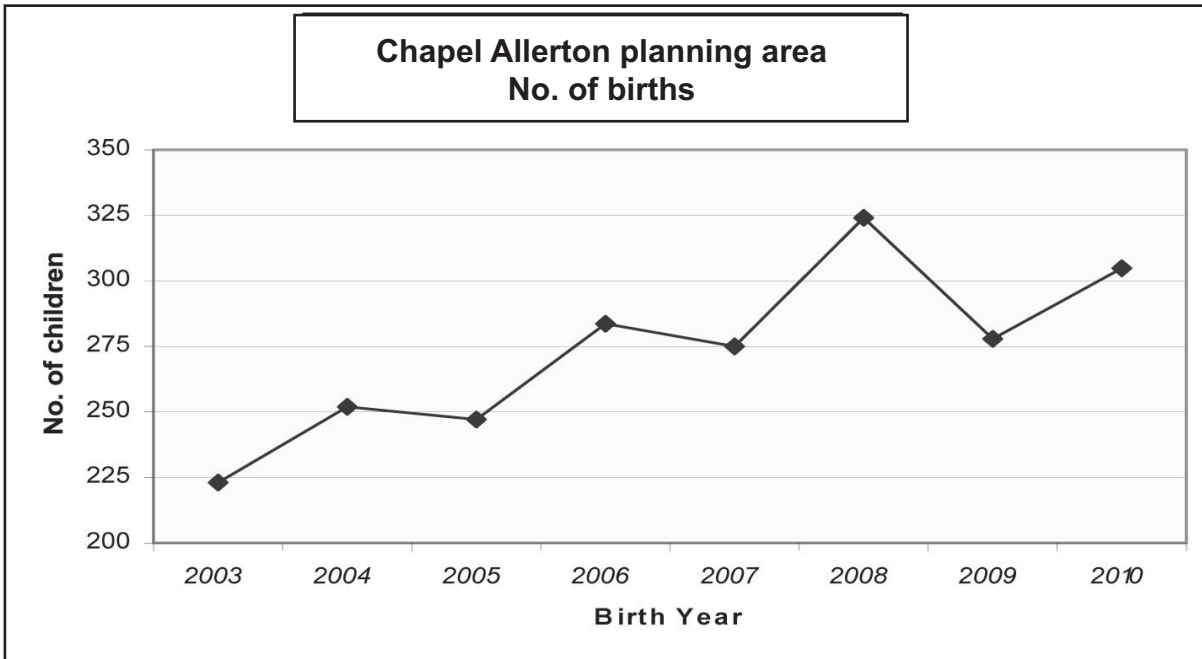
8. Supporting information: demographics and data tables

The table below shows the combined places available in Reception at all schools within the planning area, along with the projections up to and including 2014.

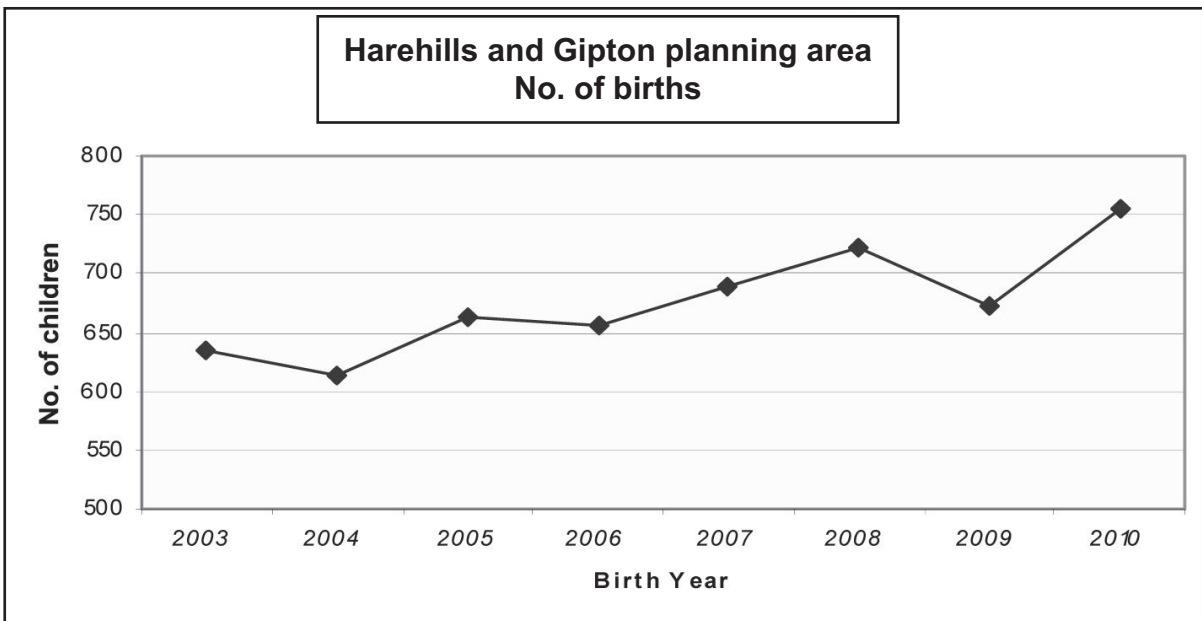
Planning Area	Schools	Reception places available	Reception Projections		
		2010 - 2012	2012	2013	2014
Chapel Allerton	Bracken Edge , Chapel Allerton Hillcrest, Holy Rosary & St Anne's Catholic, St Matthew's CE	255	314	272	307
Harehills and Gipton	Bankside, Harehills, Hovingham Oakwood, St Augustine's Catholic, St Nicholas' Catholic, Woodlands, Wykebeck	505	602	596	646

(Source: Leeds area health authority birth data)

The graphs show the birth numbers in each planning area between 2003 and 2010, with both graphs showing that there are more births in each area than there are school places available.



(Source: Leeds area health authority birth data)



(Source: Leeds area health authority birth data)

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Proposals to expand Bracken Edge And Wykebeck primary schools from September 2012

Public consultation response form

Please read the consultation booklet on the proposal and tell us what your views are. The questions on this form are provided to help you do so, but you do not have to respond to all of them. If you prefer not to use this form, you can also put your views in a letter. Letters and forms should be sent to the address at the bottom of this form, or by email to: educ.school.organisation@educationleeds.co.uk. Extra copies of this booklet and response form are available at: www.educationleeds.co.uk/schoolorganisation. All responses will be reported to a meeting of Leeds City Council's Executive Board in March 2011.

Responses must be received by 4pm on Friday 18 February 2011.

Questions relating to the proposals

Please tick the box for the school that your views relate to:

Bracken Edge primary school

Wykebeck primary school

1. How much do you agree with the following statements? Please tick as appropriate.

1a) I support the proposed increase in primary provision at the school(s) I have ticked above to two forms of entry.

Strongly agree

Agree

Neither agree nor disagree

Disagree

Strongly disagree

Don't know

Please tell us more about your views and your reasons for them.

Continued overleaf

Please tell us more about your views and your reasons for them.

2. Have you found this booklet useful?
How could we improve the booklet?

Yes No

3. Have you found the consultation process useful?
How could we improve the consultation process?

Yes No

Your personal details (if you want your response to be formally acknowledged)

Name:

Address:

Email address:

Which school are you associated with?

- | | | | |
|--------------------------------------|-----------------------|--------------------------|-----------------------|
| Parent/carer of present pupil(s) | <input type="radio"/> | Member of staff | <input type="radio"/> |
| Parent/carer of primary school child | <input type="radio"/> | Local resident | <input type="radio"/> |
| Other adult relative | <input type="radio"/> | Elected member | <input type="radio"/> |
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Please send your reply to: The Chief Executive, Education Leeds, FAO School Organisation Team
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अगर आप अंग्रेजी नहीं बोल सकते और आप को यह दस्तावेज समझने के लिए मदद की आवश्यकता है, तो कृपया **0113 224 3311** के उपर टेलीफोन करे. हम आपको टेलीफोन पर ही होल्ड कर के एक इन्टरप्रिटर (दुभाषिये) का संपर्क करेंगे. हम आपको कोई भी भाषा में मदद कर सकते हैं और दुभाषिये की सेवा के लिए कोई खर्च वसूल नहीं किया जाएगा.

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ਜੇਕਰ ਤੁਸੀਂ ਅੰਗ੍ਰੇਜ਼ੀ ਜ਼ਬਾਨ ਨਹੀਂ ਬੋਲਦੇ ਅਤੇ ਇਸ ਦਸਤਾਵੇਜ਼ ਨੂੰ ਸਮਝਣ ਲਈ ਤੁਹਾਨੂੰ ਸਹਾਇਤਾ ਦੀ ਲੋੜ ਹੈ ਤਾਂ ਕ੍ਰਿਪਾ ਕਰਕੇ **0113 224 3311** ਤੇ ਫੋਨ ਕਰੋ ਅਤੇ ਆਪਣੀ ਜ਼ਬਾਨ ਦਾ ਨਾਂ ਦੱਸੋ। ਫਿਰ ਅਸੀਂ ਤੁਹਾਨੂੰ ਉਦੋਂ ਤਕ ਇੰਤਜ਼ਾਰ ਕਰਨ ਲਈ ਕਹਾਂਗੇ ਜਦੋਂ ਤਕ ਅਸੀਂ ਕਿਸੇ ਇੰਟਰਪਰਿਟਰ ਨਾਲ ਸੰਪਰਕ ਕਰਦੇ ਹਾਂ। ਅਸੀਂ ਕਿਸੇ ਵੀ ਜ਼ਬਾਨ ਲਈ ਸਹਾਇਤਾ ਦੇ ਸਕਦੇ ਹਾਂ ਅਤੇ ਇੰਟਰਪਰਿਟੇਸ਼ਨ ਲਈ ਤੁਹਾਨੂੰ ਕੋਈ ਫੀਸ ਨਹੀਂ ਦੇਣੀ ਪੈਂਦੀ।

اگر آپ انگریزی زبان نہیں بولتے اور اس دستاویز کو سمجھنے کے لیے آپ کو مدد کی ضرورت ہے تو براہ مہربانی **0113 224 3311** پر فون کریں اور اپنی زبان کا نام بتائیں۔ ہم آپ کو انتظار کرنے کے لیے کہیں گے اور اس دوران کسی انٹریپرٹریعنی ترجمان سے رابطہ کریں گے۔ ہم کسی بھی زبان میں آپ کی مدد کر سکتے اور ترجمانی کی خدمت کے لیے آپ سے کوئی رقم نہیں لی جاتی۔

This publication can also be made available in large print, on computer disc and audio cassette. Please phone: **0113 224 3311**.

Public meetings

Proposals for expansion of primary school provision from September 2012

Leeds City Council is consulting on proposals to expand Bracken Edge and Wykebeck primary schools. The proposals would expand both schools from an admission limit of 45 to an admission limit of 60.

Public meetings will be held to give you a chance to find out more about the proposals and have your say:

<p>Wykebeck Primary School Brander Street, Wykebeck, LS9 6QH</p>	<p>Thursday 20 January 6pm</p>
<p>Bracken Edge Primary School Newton Garth, Newton Road, LS7 4HE</p>	<p>Thursday 27 January 7pm</p>

Wednesday 5 January to
Friday 18 February 2011

Public consultation

**Proposal to create additional
primary provision in the
Meanwood area from
September 2012 to be run
by Carr Manor High School**

Introduction

We have to make sure there are enough places in the city's schools for every child who wants one.

We have already experienced a large rise in the number of children wanting to attend our primary schools in 2010 and 2011. We expect this to continue and are now planning the extra places we believe will be needed from September 2012.

As part of the planning process, we have identified some land which we believe is in the right area and could be used to provide extra places. We need to ask you about a proposal to use that land, before Leeds City Council makes a final decision.

We have tried to give you all the information you need to understand and be able to comment on the proposal. Here are some explanations of key phrases and terms which you will see used in this booklet.

Net capacity or useable space

This means the space which is in a school available for classrooms as well as essential non-teaching activities, such as hall, storage and staff rooms. It is expressed in terms of number of pupils this space is suitable for.

Admissions limit

The maximum number of children a school plans to accept into each year group.

Form of entry (FE)

School sizes are planned on a basis of 30 children per class (or form); a school with an admission limit of 30 is a one form of entry (1FE) school, 45 pupils is one and a half forms of entry (1.5FE), 60 pupils is two forms of entry (2FE) and so on.

Number on roll

Number of children registered at a school.

Statutory notice period or statutory notice

A period of time required by law to inform the public that the local authority is proposing to do or change something. The statutory notice is published with the proposal details, and invites comments. It follows a period of consultation like this one, allowing the local authority to adapt the proposals based on the views raised in the initial consultation.

Competition

A process by which a new school is established by the local authority. First a consultation is held over what provision is needed, including the type, size and location. Next a statutory notice is published inviting anyone interested in running the school to bid. A second statutory notice is then published which summarises the bids and invites comments. A final decision is then made by the local authority. If the local authority wish to submit a bid then the Schools Adjudicator becomes the decision maker.

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1. What are we asking you about?
2. Why are we asking you?
3. What is the proposal?
4. How has the proposal been developed and what other options were considered?
5. Will there need to be any more proposals to expand provision?
6. How to comment on the proposals
7. What happens to your comments, and what are the next steps of the process?
8. Supporting information: demographics, data tables and map

Response form

1. What are we asking you about?

This consultation is to ask for your comments on a proposal to create extra primary provision in the Meanwood area from September 2012, by using land next to Carr Manor High School, and for Carr Manor High School to run the provision on that site.

Carr Manor High School, currently a school for pupils aged 11 to 18, would become one school with an age range of 4 to 18. Some additional land and buildings would be needed for the primary provision, and it is expected that part of the land immediately south of the school would be used. As one school there would be one headteacher and one governing body. Children admitted into the school in reception would automatically stay on roll at the school until sixth form, unless they chose to apply for an alternative place in year 7.

Any new accommodation would be in modern, high-quality modular units. This has all the facilities children need and is built to last for decades. The modular units are built off-site meaning they can be put up quickly on school grounds. This consultation does not replace the normal planning process, which would still be followed before any extra accommodation was placed on site.

2. Why are we asking you?

Leeds City Council has a legal duty to provide school places for every child in the city who wants one, taking into account where those children live and may want to attend school.

We have been planning and delivering extra places due to a rise in the number of children aged five and under in the city, and now we are consulting on proposals to create extra places for the school year starting September 2012.

Your views are very important to us and therefore we need you to read this booklet or attend the public meetings and give us any comments you have on the proposals mentioned in **section 3 – What are the proposals?**

Details of how to comment are in **section 6 – How to comment on the proposals.**

3. What is the proposal?

The proposal is:

- To change the age range of Carr Manor High School from 11 to 18 to 4 to 18, and establish the primary provision on land adjacent to the school with effect from September 2012.
- In 2012 the reception admissions limit would be 30, and the year 7 admissions limit would continue to be 180.
- To increase the overall net capacity of the school to accommodate the 4 to 11 year olds
- In 2019 the year 7 admission limit would be reduced to 150, keeping the overall number of 11 to 18 year olds in the school the same, but allowing for those already admitted in the primary phase

The school would at first admit just a reception year group into the primary phase, and the secondary phase would continue to admit its current admission limit of 180 pupils into year 7. Over seven years the primary phase would grow, until in 2019 the first cohort moved up into year 7. These children would automatically stay on roll into year 7, but would still have the option to apply for a place somewhere else if they wished. As 30 year 7 places could be taken by these children, the school would offer only 150 additional year seven places from 2019, maintaining a total of 180 pupils per year group. If some pupils go elsewhere for their year 7 place, the authority would admit above the admissions limit to fill the 180 places.

The exact location of the extra buildings would need to be confirmed. It is expected they would use part of the land next to Carr Manor High school, immediately south of the current site, and the other side to Carr Manor Primary School and the Children's Centre.

4. How has the proposal been developed and what other options were considered?

When finding the right schools, we had to address:

- our legal duties, which include making sure there are enough places, families are offered choice and diversity, and to consider the expansion of popular and successful schools;
- where the extra places are needed;
- the need to develop proposals in a timely manner so that families expressing a preference for a place in a Reception class in 2012 have all the information they need next summer/autumn;
- the practical reasons why many existing schools can't be expanded;
- availability of other council owned land and assets which could contribute to the need for places; and
- how changes might affect the other schools in the area.

First, we had to identify how many extra places would be needed and where. This is done through our 'pupil projections', which predict where places will be needed based on birth rates and past patterns of where children were born compared with where they attend school. More information on this can be found in **Section 8 – Supporting information: demographics, data tables and map**. We also looked at information from the latest admissions round, which told us how many children applied and which schools families wanted them to go to.

In Meanwood and Chapel Allerton, and much of the inner north east area of the city there is a need for more school places. We identified this piece of land as being suitable for use to meet some of that need. This proposal could offer sustainable, attractive provision at a popular and successful school, which would build on the strengths of the existing high school without undermining any of the other primary schools in the area.

A through school could offer some of the following potential benefits:

- improved transition arrangements and the ability to personalise learning further by having greater flexibility to support gifted and talented pupils as well as those needing additional support;
- continued wrap around care for vulnerable families, who would have continuity of staff when moving through the year groups;
- improved access to specialist facilities and resources, especially for younger children;
- removes the need for parents to apply for a place in year 7 as the children are already on roll, however keeps the option to apply somewhere else if they choose;
- ability to manage a bigger overall budget and staff, bringing flexibility and potentially enhancing stability in overall staffing levels;
- greater range of staff to provide wider expertise and broader professional development;
- physical flexibility over use of accommodation to reflect the different size of cohorts.

Initial exploratory discussions were held with the headteacher and governing body, and in December 2010, the executive board approved this consultation on the proposal.

Other options considered for this site

Local Authorities cannot simply open new community schools. Since 2006 they must run a competition establish a new school. The statutory process for a competition would take too long to provide the places by 2012.

The site could be used to relocate other provision, and release other sites. This would still mean running a competition on the vacated sites, which would mean the places would not be ready when they were needed. It would also involve disrupting pupils, parents and staff at the provision which was relocated.

Expanding Carr Manor Primary School was also considered. The school is popular and successful, and is rated outstanding by Ofsted. It would not be possible to expand the school within its current site. Managing the extra provision at the additional site, with the High School in between, would present some challenges.

Formally including another existing primary school in the proposal for a 4 to 18 school was also considered. This might help bring existing expertise into the 4 to 11 provision. Other partnerships could provide support with less disruption, and Carr Manor Primary have indicated willingness to consider such an approach. This would fall outside the statutory process and would be for the governing bodies to consider.

5. Will there need to be any more proposals to expand provision?

Other consultations are being held at the same time as this one to make sure we meet the total need for places in the city. Each proposal is independent, and all of them are needed to meet the overall need. Information on all the proposals can be found at:

www.educationleeds.co.uk/schoolorganisation

We are planning for a continued rise in the population, and a growing demand for places in Leeds schools. We are working with all schools in the city to plan together how to meet the ongoing needs of every child in every community in the medium and long term. We are looking at what other land and council assets could be used. You will have your opportunity to comment on any further proposals as they are brought forward.

6. How to comment on the proposals

This consultation runs from Wednesday 5 January 2011 to Friday 18 February 2011. If you want the council's Executive Board to consider your views, we must receive your comments no later than 4pm on Friday 18 February 2011.

We are holding meetings to gather the views of schools, families and carers, young people, governors, and the general public, where you will have the opportunity to debate the proposal and ask questions. **There will be a public meeting on**

**Wednesday 26 January 2011, 6pm
at Carr Manor High School, Carr Manor Road, LS17 5DJ**

**Tuesday 25 January, 9am and Thursday 27 January, 2pm
at Moor Allerton Hall Primary School, Lidgett Lane, LS17 6QP**

The information is also available on the Education Leeds website:

www.educationleeds.co.uk/schoolorganisation, and in public libraries and has been widely distributed to interested parties including local councillors, MPs, the Catholic and Church of England dioceses, and unions.

Responses need to be made in writing (see below) or verbally at the public meetings detailed above. We minute all public meetings and place the minutes on our website. It is important that if you can, you give reasons for agreeing or disagreeing with the proposals, so that as much information as possible is available to the Executive Board when making their decision.

Written responses can be made:

- using the form in this booklet, which includes details of where to send it;
- by letter, to School Organisation Team, 10th Floor West, Merrion House, 110 Merrion Centre, Leeds, LS2 8DT; or
- by email to: **educ.school.organisation@educationleeds.co.uk**.

Responses can be anonymous, but if you want an acknowledgement please include your name and address.

Please remember that this consultation is to gain your views on proposals to create extra capacity by using the land next to Carr Manor High School and making changes to Carr Manor High School. We cannot consider your views on any other subject as part of this consultation.

7. What happens to your comments, and what are the next steps in the process?

All your views will be summarised and presented to Leeds City council's Executive Board, which will decide whether to proceed with the proposals or to change them in any way. Your comments are treated with equal weight, whether you put them in writing or say them at the public meetings.

It is expected that they will make this decision at their meeting on 30 March 2011.

If they decide to proceed, a statutory notice confirming the details of the final proposals will be published in the Yorkshire Evening Post and on the Education Leeds website at: www.educationleeds.co.uk/schoolorganisation in summer 2011.

The notice will give details of how to make representations or comments on the final proposals. Even if your comments are the same as you have contributed to this consultation, you will need to make them again if you want the Executive Board to consider them when making their final decision. The board must make their final decision within two months of the end of this statutory notice period.

If objections are received, the School Organisation Advisory Board (SOAB) will sit ahead of the Executive Board meeting to make its recommendation on the proposals. The SOAB is made up of representatives from the area's education community, and has been established by the Executive Board to consider responses and make recommendations on the final decision regarding any proposals to change the size or organisation of schools.

The Executive Board is likely to make a final decision in summer 2011.

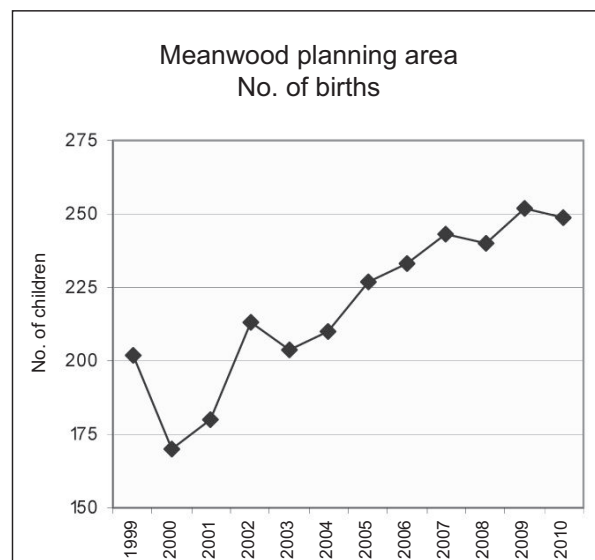
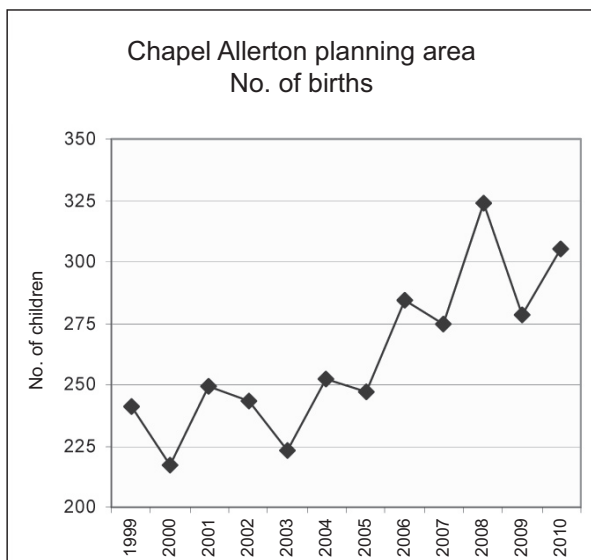
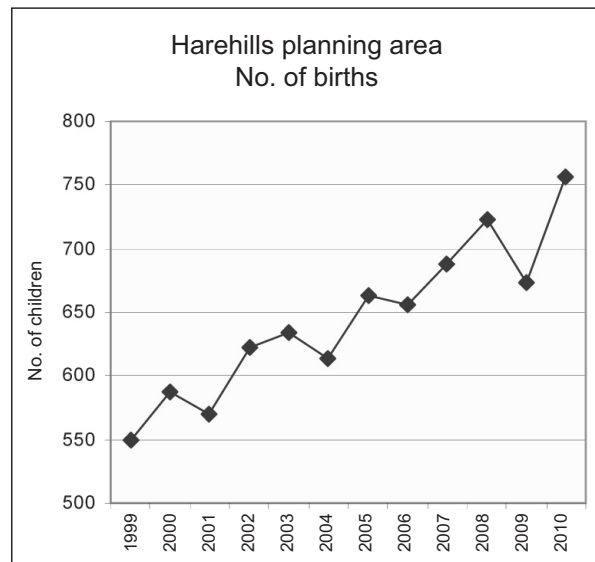
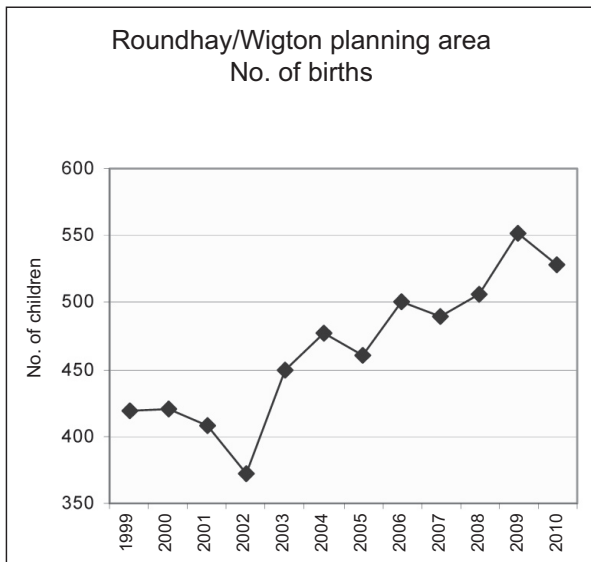
A planning application would be required for the buildings. This is a totally independent process from this consultation. This would require some input from the school over the design of the new buildings, and these discussions could start before a final decision is made to ensure that the buildings can be provided in time for September 2012. Holding those discussions and doing preliminary planning work does not in any way affect the independence of these two processes, but does allow for timely delivery of the project. Separate consultations would be required by the planning process.

8. Supporting information: demographics, data tables and map

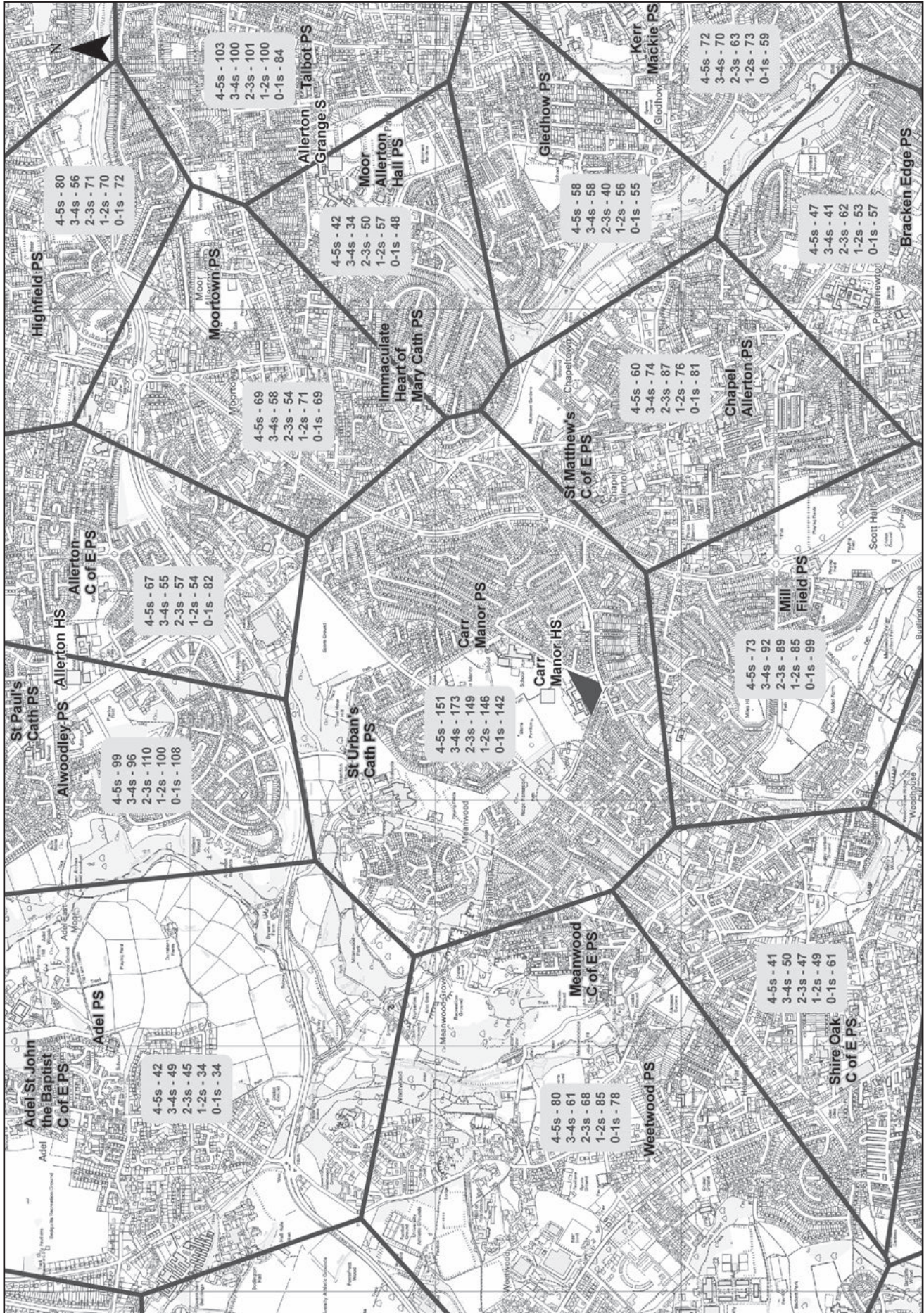
The inner east and inner north east areas face some of the greatest demographic pressure in the city. **The table overleaf shows the projections for future demand for Reception places, against the places that already exist.** This is based on birth data and past patterns of where children attended school. **The charts show birth data for those areas.**

Lots of things can affect where people go to school. Many parents choose to travel out of their immediate area to go to their preferred schools. The area has a high degree of population mobility, which results in numbers in school changing over time. Projections are important, but they are just one piece of the information we use to plan places. **The map on page 9 shows where pre school children live in relation to their nearest schools.**

Planning Area	Schools	Recep Places	Projections	
		2012	2012	2014
Meanwood	Carr Manor, Meanwood CE, Mill Field, St Urban's Catholic	180	174	187
Chapel Allerton	Bracken Edge, Chapel Allerton, Hillcrest, Holy Rosary and St Anne's Catholic, St Matthew's CE	255	314	307
Harehills	Bankside, Harehills, Hovingham, Oakwood, St Augustine's Catholic, St Nicholas' Catholic, Woodlands, Wykebeck	505	602	646
Roundhay/Wigton	Gledhow, Talbot, Immaculate Heart of St Mary's Catholic, Kerr Mackie, Moor Allerton Hall, Moortown, Roundhay St John's CE, Highfield, Wigton Moor	480	547	573
TOTAL	31 schools	1420	1637	1713



Pre school children and their nearest school



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Proposal to create additional primary provision in the Meanwood area from September 2012 to be run by Carr Manor High School

Public consultation response form

Please read the consultation booklet on the proposal and tell us what your views are. The questions on this form are provided to help you do so, but you do not have to respond to all of them. If you prefer not to use this form, you can also put your views in a letter. Letters and forms should be sent to the address at the bottom of this form, or by email to: educ.school.organisation@educationleeds.co.uk. Extra copies of this booklet and response form are available at: www.educationleeds.co.uk/schoolorganisation. All responses will be reported to a meeting of Leeds City Council's Executive Board in March 2011.

Responses must be received by 4pm on Friday 18 February 2011.

Questions relating to the proposals

1. How much do you agree with the following statements? Please tick as appropriate.

1a) I agree with the use of the site next to Carr Manor High School for increasing primary provision.

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	Don't know

1a) I agree with Carr Manor High School changing its age range to include some primary provision.

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	Don't know

Please tell us more about your views and your reasons for them.

Continued overleaf

Please tell us more about your views on this proposal (continued)

2. Have you found this booklet useful?

Yes

No

How could we improve the booklet?

3. Have you found the consultation process useful?

Yes

No

How could we improve the consultation process?

Your personal details (if you want your response to be formally acknowledged)

Name:

Address:

Email address:

Which school are you associated with?

Parent/carer of present pupil(s)

Member of staff

Parent/carer of primary school child

Local resident

Other adult relative

Elected member

Pupil

Community representative

Governor

Other

Data Protection Act 1998

Under the terms of the Data Protection Act 1998 we must inform you of the following. Education Leeds and Leeds City Council are seeking your views to help inform the decision on this proposal. Your personal information will be used only for this purpose, and may be shared with other agencies who are involved in the consultation, however only to address any issues you raise. If you do not wish to provide personal details your views will still be considered, but we will not be able to acknowledge your response personally.

Please send your reply to: The Chief Executive, Education Leeds, FAO School Organisation Team
10th Floor West, Merrion House, 110 Merrion Centre, Leeds LS2 8DT

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If you do not speak English and need help in understanding this document, please phone **0113 224 3311** and state the name of your language. We will then put you on hold while we contact an interpreter. We can assist with any language and there is no charge for interpretation.

अगर आप अंग्रेजी नहीं बोल सकते और आप को यह दस्तावेज समझने के लिए मदद की आवश्यकता है, तो कृपया **0113 224 3311** के उपर टेलीफोन करे. हम आपको टेलीफोन पर ही होल्ड कर के एक इन्टरप्रिटर (दुभाषिये) का संपर्क करेंगे. हम आपको कोइ भी भाषा में मदद कर सकते हैं ओर दुभाषिये की सेवा के लिए कोइ खर्च वसूल नहीं किया जाएगा.

আপনি যদি ইংরেজীতে কথা না বলেন এবং এই দলিলটি বুঝতে সাহায্যের দরকার হয় তাহলে দয়া করে **0113 224 3311** এই নম্বরে ফোন করুন এবং আপনি যে ভাষায় কথা বলেন সেই ভাষার নাম বলুন। তারপর আমরা আপনাকে ফোন ধরে রাখতে বলে একজন ইন্টারপ্রিটারের (দোভাষী) সঙ্গে যোগাযোগ করব। আমরা যে কোন ভাষায় সাহায্য করতে পারি, এবং বিনামূল্যে ইন্টারপ্রিটেশনের (ভাষান্তরন) ব্যবস্থা করা হয়।

凡不懂英語又需要協助了解這份資料內容者，請致電 **0113 224 3311** 並說明本身的母語名稱。當我們聯絡傳譯員時，請稍候切勿掛斷電話。我們可以提供各種語言的傳譯服務，而且毋須收費。

ਜੇਕਰ ਤੁਸੀਂ ਅੰਗ੍ਰੇਜ਼ੀ ਜ਼ਬਾਨ ਨਹੀਂ ਬੋਲਦੇ ਅਤੇ ਇਸ ਦਸਤਾਵੇਜ਼ ਨੂੰ ਸਮਝਣ ਲਈ ਤੁਹਾਨੂੰ ਸਹਾਇਤਾ ਦੀ ਲੋੜ ਹੈ ਤਾਂ ਕ੍ਰਿਪਾ ਕਰਕੇ **0113 224 3311** ਤੇ ਫੋਨ ਕਰੋ ਅਤੇ ਆਪਣੀ ਜ਼ਬਾਨ ਦਾ ਨਾਂ ਦੱਸੋ। ਫਿਰ ਅਸੀਂ ਤੁਹਾਨੂੰ ਉਦੋਂ ਤਕ ਇੰਤਜ਼ਾਰ ਕਰਨ ਲਈ ਕਹਾਂਗੇ ਜਦੋਂ ਤਕ ਅਸੀਂ ਕਿਸੇ ਇੰਟਰਪਰਿਟਰ ਨਾਲ ਸੰਪਰਕ ਕਰਦੇ ਹਾਂ। ਅਸੀਂ ਕਿਸੇ ਵੀ ਜ਼ਬਾਨ ਲਈ ਸਹਾਇਤਾ ਦੇ ਸਕਦੇ ਹਾਂ ਅਤੇ ਇੰਟਰਪਰਿਟੇਸ਼ਨ ਲਈ ਤੁਹਾਨੂੰ ਕੋਈ ਫੀਸ ਨਹੀਂ ਦੇਣੀ ਪੈਂਦੀ।

اگر آپ انگریزی زبان نہیں بولتے اور اس دستاویز کو سمجھنے کے لیے آپ کو مدد کی ضرورت ہے تو براہ مہربانی **0113 224 3311** پر فون کریں اور اپنی زبان کا نام بتائیں۔ ہم آپ کو انتظار کرنے کے لیے کہیں گے اور اس دوران کسی انٹریپرٹریئر یعنی ترجمان سے رابطہ کریں گے۔ ہم کسی بھی زبان میں آپ کی مدد کر سکتے اور ترجمانی کی خدمت کے لیے آپ سے کوئی رقم نہیں لی جاتی۔

This publication can also be made available in large print, on computer disc and audio cassette. Please phone: **0113 224 3311**.

Public meeting

Leeds City Council is consulting on a proposal to create additional primary provision in the Meanwood area from September 2012 to be run by Carr Manor High School

Public meetings will be held to give you a chance to find out more about the proposal and have your say on:

<p>Carr Manor High School Carr Manor Road, LS17 5DJ</p>	<p>Wednesday 26 January 2011 at 6pm</p>
<p>Carr Manor Children's Centre Carr Manor Road, LS17 5DJ</p>	<p>Tuesday 25 January 2011, 9am and Thursday 27 January 2011, 2pm</p>

**Wednesday 5 January to
Friday 18 February 2011**

Public consultation

Proposal to expand Little London Primary School

from September 2012

Introduction

We have to make sure there are enough places in the city's schools for every child who wants one.

We have already experienced a large rise in the number of children wanting to attend our primary schools in 2010 and 2011. We expect this to continue and are now planning the extra places we believe will be needed from September 2012 across the city.

We have identified a proposal to expand the number of Reception places available in the Woodhouse area and need to ask you about this to gather views before Leeds City council make a final decision.

We have tried to give you all the information you need to understand and be able to comment on the proposals. Here are some explanations of key phrases and terms which you will see used in this booklet.

Net capacity or useable space

This means the space which is in a school available for classrooms as well as essential non-teaching activities, such as hall, storage and staff rooms. It is expressed in terms of the number of pupils this space is suitable for.

Admissions limit

The maximum number of children a school plans to accept into each year group.

Form of entry (FE)

School sizes are planned on a basis of 30 children per class (or form); a school with an admissions limit of 30 is a one form of entry (1FE) school, 45 pupils is one and a half forms of entry (1.5FE), 60 pupils is two forms of entry (2FE) and so on.

Number on roll

Number of children registered at a school.

Statutory notice period or statutory notice

A period of time required by law to inform the public that the local authority is proposing to do or change something. The statutory notice is published with the proposal details, and invites comments. It follows a period of consultation like this one, allowing the local authority to adapt the proposals based on the views raised in the initial consultation.

Competition

A process by which a new school is established by the local authority. First a consultation is held over what provision is needed, including the type, size and location. Next a statutory notice is published inviting anyone interested in running the school to bid. A second statutory notice is then published which summarises the bids and invites comments. A final decision is then made by the local authority. If the local authority wishes to submit a bid then the Schools Adjudicator becomes the decision maker.

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3. What is the proposal?
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6. How to comment on the proposals
7. What happens to your comments and what are the next steps of the process?
8. Supporting information: demographics, data table and map

Response form

1. What are we asking you about?

This consultation is to ask for your comments on a proposal to create extra space to permanently increase the size of Little London Primary School in Leeds from September 2012, by using land off Cambridge Road.

The proposal would involve creating additional accommodation on land off Cambridge Road, and Little London primary school operating on two sites.

The new accommodation would be in modern, high-quality modular accommodation. This has all the facilities children need and is built to last for decades. The modular units are built off-site meaning they can be put up quickly on school grounds. This consultation does not replace the normal planning process, which would still be followed before any extra accommodation was placed on site.

2. Why are we asking you?

Leeds City Council has a legal duty to provide school places for every child in the city who wants one, taking into account where those children live and may want to attend school.

We have been planning and delivering extra places due to a rise in the number of children aged five and under in the city, and now we are consulting on proposals to create extra places for the school year starting September 2012.

Your views are very important to us and therefore we need you to read this booklet or attend the public meetings and give us any comments you have on the proposals mentioned in **section 3 – What are the proposals?**

Details of how to comment are in **section 6 – How to comment on the proposals.**

3. What is the proposal?

To increase the maximum number of children on roll at **Little London Primary School**, to 630 by:

- increasing the admissions limit from 30 to 90; and
- increasing the net capacity of the school from 210 pupils to 630 pupils by providing additional accommodation on land off Cambridge Road, and establishing this as part of the school.

It is also important to understand that the changes do not mean that the school will increase their number on roll to the full capacity immediately. The increase would apply to children joining Reception class only each year from September 2012.

The exact location of the buildings will be confirmed through the consultation and planning process. At this stage it is expected they would be on the site currently occupied by the Blenheim Centre.

The admission point would continue to be at the existing Little London site. This means that for admissions purposes, the nearest distance would be measured from the existing site on Meanwood Street.

4. How has the proposal been developed and what other options were considered?

When finding the right schools, we had to address:

- our legal duties, which include making sure there are enough places, families are offered choice and diversity, and to consider the expansion of popular and successful schools,
- the areas where the extra places are needed,
- the need to develop proposals in a timely manner so that families expressing a preference for places for Reception class in 2012 have all the information they need next summer/autumn,
- the practical reasons why many schools can't be expanded,
- availability of other council owned land and whether any of this land could contribute to the need for places, and
- how expanding one school might affect the other schools in the area.

First, we had to identify how many extra places would be needed and where. This is done through our 'pupil projections', which predict where places would be needed based on birth rates and past patterns of where children are born compared with where they attend school.

More information on this can be found in **section 8 – Supporting information: demographics, data tables and map**. We also compared the predictions with the information available from the latest admissions round, which told us how many children applied and which schools families wanted them to go to.

In the Woodhouse area where this school is located, there clearly is a need for more school places. We have looked at all the schools within this area to determine how and where we can expand provision and have identified Little London Primary School as being suitable for use to meet that need, by utilising this additional land.

This proposal could offer sustainable, attractive provision at a popular and successful school, which would build on the strengths of the existing school without undermining any of the other primary schools in the area.

Initial exploratory discussions were held with the headteacher and governing body, and in December 2010, the Executive Board approved this consultation on the proposal to expand Little London Primary School on a permanent basis.

Other options considered

Local authorities cannot simply open new community schools. Since 2006 they must run a competition to establish a new school. The statutory process for a competition would take too long to provide the places by 2012.

The site off Cambridge Road could be used to relocate other provision, and release other sites. This would still mean running a competition on the vacated sites, which would mean the places would not be ready when they were needed. It would also involve disrupting pupils, parents and staff at the provision which was relocated.

The option to expand on the existing site was considered. However, it was felt that there were limited options to increase accommodation on the existing site and it could not provide enough school places for this area.

5. Will there need to be any more proposals to expand provision?

We are planning for a continued rise in the population, and a growing demand for places in Leeds schools. We are working with all schools in the city to plan together how to meet the ongoing needs of every child in every community in the medium and long term. You will have your opportunity to comment on any further proposals as they are brought forward.

6. How to comment on the proposals

This consultation runs from Wednesday 5 January 2011 to Friday 18 February 2011. If you want the Council's Executive Board to consider your views, we must receive your comments no later than 4pm on Friday 18 February 2011.

We are holding meetings to gather the views of schools, families and carers, young people, governors, and the general public, where you will have the opportunity to debate the proposal and ask questions. **There will be a public meeting on**

**Wednesday 26 January 2011, 6pm
at Little London Primary School,
Meanwood Street, LS7 1SR**

The information is also available on the Education Leeds website:

www.educationleeds.co.uk/schoolorganisation, and in public libraries and has been widely distributed to interested parties including local councillors, MPs, the Catholic and Church of England dioceses, and unions.

Responses need to be made in writing (see following page) or verbally at the public meeting detailed above. We minute all public meetings and place the minutes on our website. It is important that if you can, you give reasons for agreeing or disagreeing with the proposals, so that as much information as possible is available to the Executive Board when making their decision.

Written responses can be made:

- using the form in this booklet, which includes details of where to send it;
- by letter, to School Organisation Team, 10th Floor West, Merrion House, 110 Merrion Centre, Leeds, LS2 8DT; or
- by email to: **educ.school.organisation@educationleeds.co.uk**.

Responses can be anonymous, but if you want an acknowledgement please include your name and address.

Please remember that this consultation is to gain your views on proposals to increase Little London Primary School by using the land off Cambridge Road. We cannot consider your views on any other subject as part of this consultation.

7. What happens to your comments and what are the next steps of the process?

All your views will be summarised and presented to Leeds City Council's Executive Board, which will decide whether to proceed with the proposals or to change them in any way. Your comments are treated with equal weight, whether you put them in writing or say them at the public meetings.

It is expected that they will make this decision at their meeting on 30 March 2011.

If they decide to proceed, a statutory notice confirming the details of the final proposals will be published in the Yorkshire Evening Post and on the Education Leeds website at: **www.educationleeds.co.uk/schoolorganisation** in summer 2011.

The notice will give details of how to make representations or comments on the final proposals. Even if your comments are the same as you have contributed to this consultation, you will need to make them again if you want the Executive Board to consider them when making their final decision. The board must make their final decision within two months of the end of this statutory notice period.

If objections are received, the School Organisation Advisory Board (SOAB) will sit ahead of the Executive Board meeting to make its recommendation on the proposals. The SOAB is made up of representatives from the area's education community, and has been established by the Executive Board to consider responses and make recommendations on the final decision regarding any proposals to change the size or organisation of schools.

The Executive Board is likely to make a final decision in summer 2011.

A planning application will be required for the buildings. This is a totally independent process from this consultation. This will require some input from the school over the design of the new buildings, and these discussions can start before a final decision is made to ensure that the buildings can be provided in time for September 2012.

Holding those discussions and doing preliminary planning work does not in any way affect the independence of these two processes, but does allow for timely delivery of the project. Separate consultations would be required by the planning process.

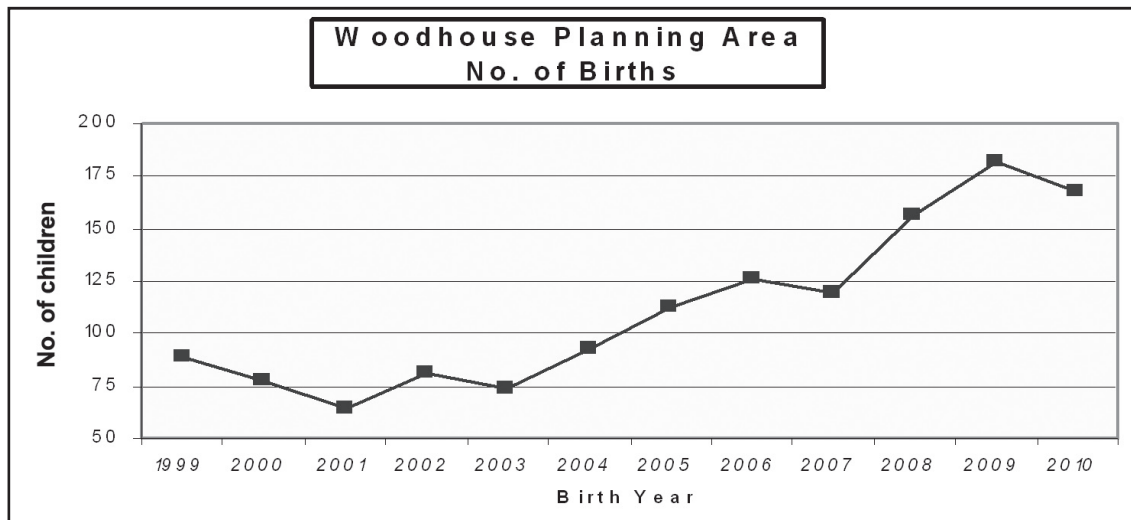
8. Supporting information: demographic, data table and map

The table below shows the combined places available in reception at all schools within the planning area, along with the projections up to and including 2014.

Planning Area	Schools	Reception places available	Reception Projections		
		2010 - 2012	2012	2013	2014
Woodhouse	Blenheim Primary Little London Primary Quarry Mount Primary	120	123	135	134

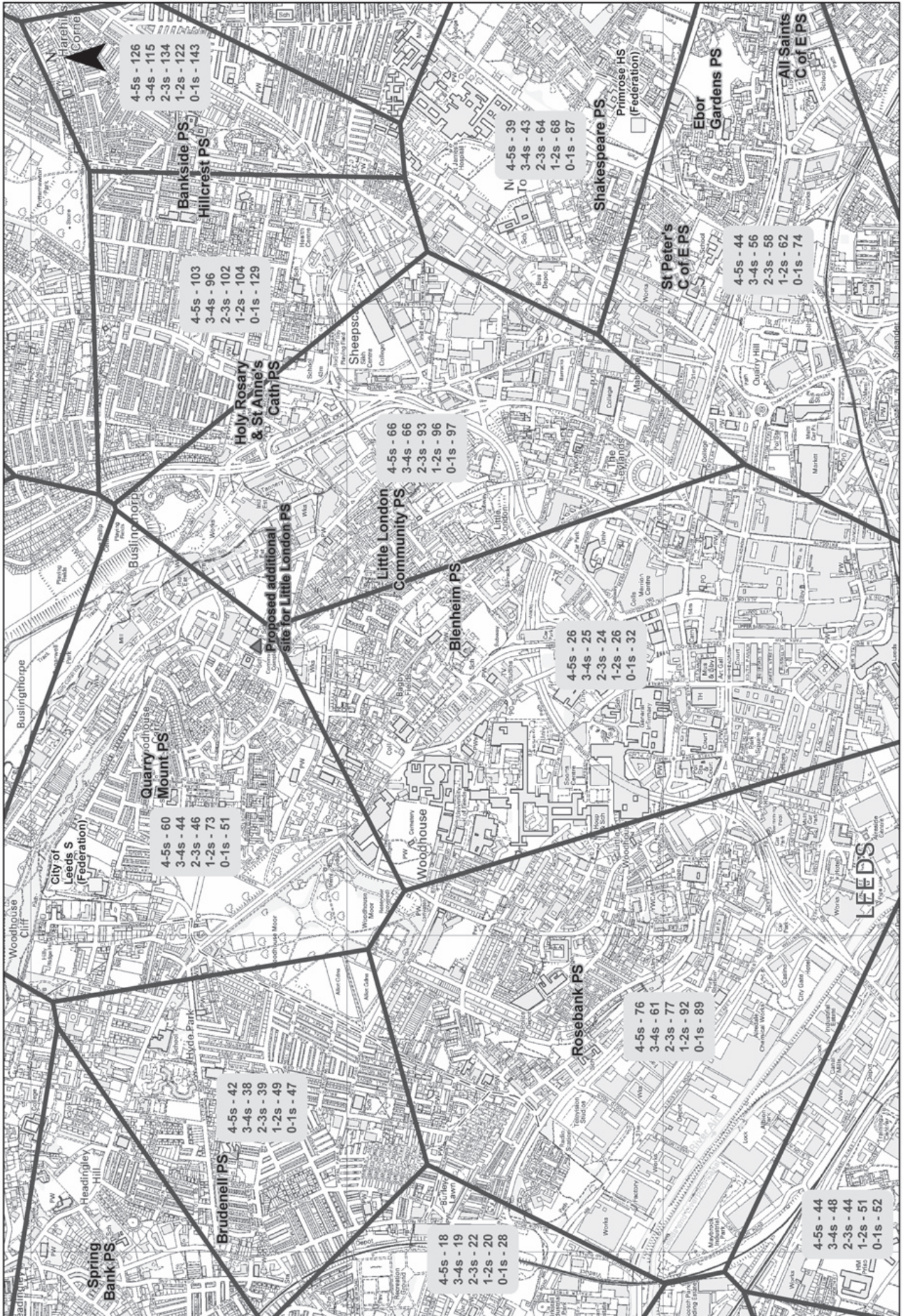
(Source: Leeds area health authority birth data)

The graph shows the trend of the births in the whole of the Woodhouse planning area for the last 12 years.



(Source: Leeds area health authority birth data)

Pre school children and their nearest school



Proposal to expand Little London Primary School from September 2012

Public consultation response form

Please read the consultation booklet on the proposal and tell us what your views are. The questions on this form are provided to help you do so, but you do not have to respond to all of them. If you prefer not to use this form, you can also put your views in a letter. Letters and forms should be sent to the address at the bottom of this form, or by email to: educ.school.organisation@educationleeds.co.uk. Extra copies of this booklet and response form are available at: www.educationleeds.co.uk/schoolorganisation. All responses will be reported to a meeting of Leeds City Council's Executive Board in March 2011.

Responses must be received by 4pm on Friday 18 February 2011.

Questions relating to the proposals

1. How much do you agree with the following statements? Please tick as appropriate.

1a) I support the proposed increase in primary provision at Little London Primary School to help meet the demand for school places within this area.

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	Don't know

Please tell us more about your views and your reasons for them.

Continued overleaf

Please tell us more about your views and your reasons for them.

2. Have you found this booklet useful?
How could we improve the booklet?

Yes No

3. Have you found the consultation process useful?
How could we improve the consultation process?

Yes No

Your personal details (if you want your response to be formally acknowledged)

Name:

Address:

Email address:

Which school are you associated with?

Parent/carer of present pupil(s)	<input type="radio"/>	Member of staff	<input type="radio"/>
Parent/carer of primary school child	<input type="radio"/>	Local resident	<input type="radio"/>
Other adult relative	<input type="radio"/>	Elected member	<input type="radio"/>
Pupil	<input type="radio"/>	Community representative	<input type="radio"/>
Governor	<input type="radio"/>	Other	<input type="radio"/>

Data Protection Act 1998

Under the terms of the Data Protection Act 1998 we must inform you of the following. Education Leeds and Leeds City Council are seeking your views to help inform the decision on this proposal. Your personal information will be used only for this purpose, and may be shared with other agencies who are involved in the consultation, however only to address any issues you raise. If you do not wish to provide personal details your views will still be considered, but we will not be able to acknowledge your response personally.

Please send your reply to: The Chief Executive, Education Leeds, FAO School Organisation Team
10th Floor West, Merrion House, 110 Merrion Centre, Leeds LS2 8DT

If you do not speak English and need help in understanding this document, please phone **0113 224 3311** and state the name of your language. We will then put you on hold while we contact an interpreter. We can assist with any language and there is no charge for interpretation.

अगर आप अंग्रेजी नहीं बोल सकते और आप को यह दस्तावेज समझने के लिए मदद की आवश्यकता है, तो कृपया **0113 224 3311** के उपर टेलीफोन करे. हम आपको टेलीफोन पर ही होल्ड कर के एक इन्टरप्रिटर (दुभाषिये) का संपर्क करेंगे. हम आपको कोई भी भाषा में मदद कर सकते हैं और दुभाषिये की सेवा के लिए कोई खर्च वसूल नहीं किया जाएगा.

আপনি যদি ইংরেজীতে কথা না বলেন এবং এই দলিলটি বুঝতে সাহায্যের দরকার হয় তাহলে দয়া করে **0113 224 3311** এই নম্বরে ফোন করুন এবং আপনি যে ভাষায় কথা বলেন সেই ভাষার নাম বলুন। তারপর আমরা আপনাকে ফোন ধরে রাখতে বলে একজন ইন্টারপ্রিটারের (দোভাষী) সঙ্গে যোগাযোগ করব। আমরা যে কোন ভাষায় সাহায্য করতে পারি, এবং বিনামূল্যে ইন্টারপ্রিটেশনের (ভাষান্তরন) ব্যবস্থা করা হয়।

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This publication can also be made available in large print, on computer disc and audio cassette. Please phone: **0113 224 3311**.

Public meeting

Proposal for expansion of
Little London Primary School by using
additional land off Cambridge Road
from September 2012.

**A public meeting will be held to give
you a chance to find out more about the
proposal and have your say:**

**Wednesday 26 January 2011, 6pm
at Little London Primary School,
Meanwood Street, LS7 1SR**

**Wednesday 5 January to
Friday 18 February 2011**

Public consultation

**Proposal to create additional
primary provision in the
Roundhay area at Elmete Lane
from September 2012 to be run
by Roundhay School Technology
and Language College**

Introduction

We have to make sure there are enough places in the city's schools for every child who wants one.

We have already experienced a large rise in the number of children wanting to attend our primary schools in 2010 and 2011. We expect this to continue and are now planning the extra places we believe will be needed from September 2012.

As part of the planning process, we have identified some land which we believe is in the right area and could be used to provide extra places. We need to ask you about a proposal to use that land, before Leeds City Council make a final decision.

We have tried to give you all the information you need to understand and be able to comment on the proposal. Here are some explanations of key phrases and terms which you will see used in this booklet.

Net capacity or useable space

This means the space which is in a school available for classrooms as well as essential non-teaching activities, such as hall, storage and staff rooms. It is expressed in terms of the number of pupils this space is suitable for.

Admissions limit

The maximum number of children a school plans to accept into each year group.

Form of entry (FE)

School sizes are planned on a basis of 30 children per class (or form); a school with an admission limit of 30 is a one form of entry (1FE) school, 45 pupils is one and a half forms of entry (1.5FE), 60 pupils is two forms of entry (2FE) and so on.

Number on roll

Number of children registered at a school.

Statutory notice period or statutory notice

A period of time required by law to inform the public that the local authority is proposing to do or change something. The statutory notice is published with the proposal details, and invites comments. It follows a period of consultation like this one, allowing the local authority to adapt the proposals based on the views raised in the initial consultation.

Competition

A process by which a new school is established by the local authority. First a consultation is held over what provision is needed, including the type, size and location. Next a statutory notice is published inviting anyone interested in running the school to bid. A second statutory notice is then published which summarises the bids and invites comments. A final decision is then made by the local authority. If the local authority wish to submit a bid then the Schools Adjudicator becomes the decision maker.

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8. Supporting information: demographics, data tables and map

Response form

1. What are we asking you about?

This consultation is to ask for your comments on a proposal to create extra primary provision in the Roundhay area from September 2012, by using land off Elmete Lane, and for Roundhay School Technology and Language College (Roundhay School) to run the provision on the Elmete Lane site.

Roundhay School, currently a school for pupils aged 11 to 18, would become one school with an age range of 4 to 18. The 4 to 11 year olds would be at the new site, and the 11 to 18 year olds would remain at the existing Gledhow Lane site. As one school there would be one headteacher and one governing body. Children admitted into the school in reception would automatically stay on roll at the school until sixth form, unless they chose to apply for an alternative place in Year 7.

The new accommodation would be in modern, high-quality modular accommodation. This has all the facilities children need and is built to last for decades. The modular units are built off-site meaning they can be put up quickly on school grounds. This consultation does not replace the normal planning process, which would still be followed before any extra accommodation was placed on site.

2. Why are we asking you?

Leeds City Council has a legal duty to provide school places for every child in the city who wants one, taking into account where those children live and may want to attend school.

We have been planning and delivering extra places due to a rise in the number of children aged five and under in the city, and now we are consulting on proposals to create extra places for the school year starting September 2012.

Your views are very important to us and therefore we need you to read this booklet or attend the public meetings and give us any comments you have on the proposals mentioned in **section 3 – What are the proposals?**

Details of how to comment are in **section 6 – How to comment on the proposals.**

3. What is the proposal?

The proposal is:

- change the age range of Roundhay School Technology and Language College from 11 to 18 to 4 to 18, and establish the primary provision on land off Elmete Lane with effect from September 2012.
- 2012 the Reception admissions limit would be 60, and the Year 7 admissions limit would continue to be 250;
- increase the overall net capacity of the school to accommodate the 4 to 11 year olds; and
- 2019 the year 7 admissions limit would be reduced to 190, keeping the overall number of 11 to 18 year olds in the school the same, but allowing for those already admitted in the primary phase.

The primary site would at first admit just a Reception year group, and the secondary site would continue to admit its current admissions limit of 250 pupils into Year 7. Over seven years the primary phase would grow, until in 2019 the first cohort moved up into Year 7. These children would automatically stay on roll into year 7, but would still have the option to apply for a place somewhere else if they wished. As 60 Year 7 places could be taken by these children, the school would offer only 190 additional Year 7 places from 2019, maintaining a total of 250 pupils per year group. If some pupils go elsewhere for their secondary place, the authority would admit above the admissions limit to fill the 250 places.

The exact location of the extra building would need to be confirmed. It is expected they would use land off the corner of Elmete Lane and Weatherby Road.

4. How has the proposal been developed and what other options were considered?

When finding the right schools, we had to address:

- our legal duties, which include making sure there are enough places, families are offered choice and diversity, and to consider the expansion of popular and successful schools;
- where the extra places are needed;
- the need to develop proposals in a timely manner so that families expressing a preference for a place in a Reception class in 2012 have all the information they need next summer/autumn;
- the practical reasons why many existing schools can't be expanded;
- availability of other council owned land and assets which could contribute to the need for places; and
- how changes might affect the other schools in the area.

First, we had to identify how many extra places would be needed and where. This is done through our 'pupil projections', which predict where places will be needed based on birth rates and past patterns of where children were born compared with where they attend school. More information on this can be found in **Section 8 – Supporting information: demographics, data tables and map**. We also looked at information from the latest admissions round, which told us how many children applied and which schools families wanted them to go to.

In Roundhay and much of the inner north east area of the city there is a need for more school places. We identified this piece of land as being suitable for use to meet some of that need. This proposal could offer sustainable, attractive provision at a popular and successful school, which would build on the strengths of the existing secondary school without undermining any of the other primary schools in the area.

A through school could offer some of the following potential benefits:

- improved transition arrangements and the ability to personalise learning further by having greater flexibility to support gifted and talented pupils as well as those needing additional support;
- continued wrap around care for vulnerable families, who would have continuity of staff when moving through year groups;
- improved access to specialist facilities and resources, especially for younger children;
- removes the need for parents to apply for a place in Year 7 as the children are already on roll, however retain the option to apply elsewhere if they choose.
- ability to manage a bigger overall budget and staff, bringing flexibility and potentially enhancing stability in overall staffing levels;
- greater range of staff to provide wider expertise and broader professional development;
- physical flexibility over use of accommodation to reflect the different size of cohorts;

Initial exploratory discussions were held with the headteacher and governing body, and in December 2010, the Executive Board approved this consultation on the proposal.

Other options considered for this site

Local authorities cannot simply open new community schools. Since 2006 they must run a competition to establish a new school. The statutory process for a competition would take too long to provide the places by 2012.

The site could be used to relocate other provision, and release other sites. This would still mean running a competition on the vacated sites, which would mean the places would not be ready when they were needed. It would also involve disrupting pupils, parents and staff at the provision which was relocated.

The option to use the site as part of a split site for an existing primary school was considered. There are legal difficulties around admitting pupils in one year group to more than one site. The site is far enough from other schools that this may be a significant issue for parents who may like the school, but find the location unsuitable.

Formally including an existing primary school in the proposal for 4 to 18 provision was considered. This might help to bring existing expertise into the 4 to 11 provision, but would raise legal difficulties around admitting pupils in one year group to more than one site. Other informal partnerships could provide support with less disruption. These would fall outside the statutory process and would be for the governing bodies to consider.

5. Will there need to be any more proposals to expand provision?

Other consultations are being held at the same time as this one to make sure we meet the total need for places in the city. Each proposal is independent, and all of them are needed to meet the overall need. Information on all the proposals can be found at:

www.educationleeds.co.uk/schoolorganisation

We are planning for a continued rise in the population, and a growing demand for places in Leeds schools. We are working with all schools in the city to plan together how to meet the ongoing needs of every child in every community in the medium and long term. We are looking at what other land and council assets could be used. You will have your opportunity to comment on any further proposals as they are brought forward.

6. How to comment on the proposals

This consultation runs from Wednesday 5 January 2011 to Friday 18 February 2011. If you want the council's Executive Board to consider your views, we must receive your comments no later than 4pm on Friday 18 February 2011.

We are holding meetings to gather the views of schools, families and carers, young people, governors, and the general public, where you will have the opportunity to debate the proposal and ask questions. **There will be a public meeting on**

**Monday 24 January 2011, 6.15pm
at Roundhay School, Gledhow Lane, LS8 1ND**

The information is also available on the Education Leeds website:

www.educationleeds.co.uk/schoolorganisation, and in public libraries and has been widely distributed to interested parties including local councillors, MPs, the Catholic and Church of England dioceses, and unions.

Responses need to be made in writing (see below) or verbally at the public meetings detailed above. We minute all public meetings and place the minutes on our website. It is important that if you can, you give reasons for agreeing or disagreeing with the proposals, so that as much information as possible is available to the Executive Board when making their decision.

Written responses can be made:

- using the form in this booklet, which includes details of where to send it;
- by letter, to School Organisation Team, 10th Floor West, Merrion House, 110 Merrion Centre, Leeds, LS2 8DT; or
- by email to: **educ.school.organisation@educationleeds.co.uk**.

Responses can be anonymous, but if you want an acknowledgement please include your name and address.

Please remember that this consultation is to gain your views on proposals to create extra capacity by using the land at Elmete Lane and making changes to Roundhay School. We cannot consider your views on any other subject as part of this consultation.

7. What happens to your comments, and what are the next steps in the process?

All your views will be summarised and presented to Leeds City council's Executive Board, which will decide whether to proceed with the proposals or to change them in any way. Your comments are treated with equal weight, whether you put them in writing or say them at the public meetings.

It is expected that they will make this decision at their meeting on 30 March 2011.

If they decide to proceed, a statutory notice confirming the details of the final proposals will be published in the Yorkshire Evening Post and on the Education Leeds website at: www.educationleeds.co.uk/schoolorganisation in summer 2011.

The notice will give details of how to make representations or comments on the final proposals. Even if your comments are the same as you have contributed to this consultation, you will need to make them again if you want the Executive Board to consider them when making their final decision. The board must make their final decision within two months of the end of this statutory notice period.

If objections are received, the School Organisation Advisory Board (SOAB) will sit ahead of the Executive Board meeting to make its recommendation on the proposals. The SOAB is made up of representatives from the area's education community, and has been established by the Executive Board to consider responses and make recommendations on the final decision regarding any proposals to change the size or organisation of schools.

The Executive Board is likely to make a final decision in summer 2011.

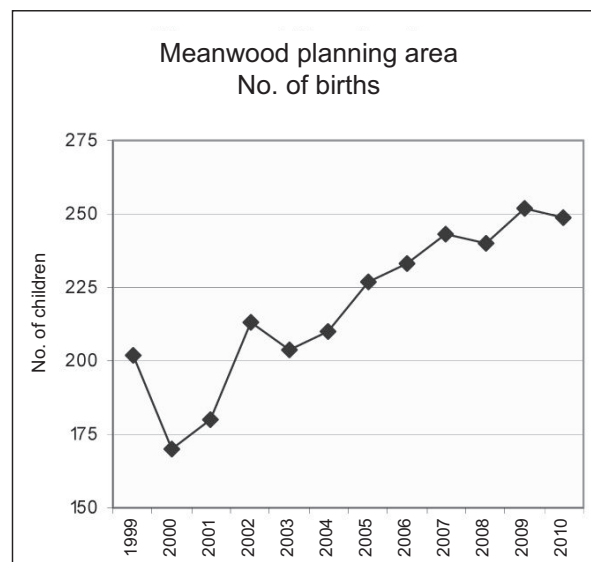
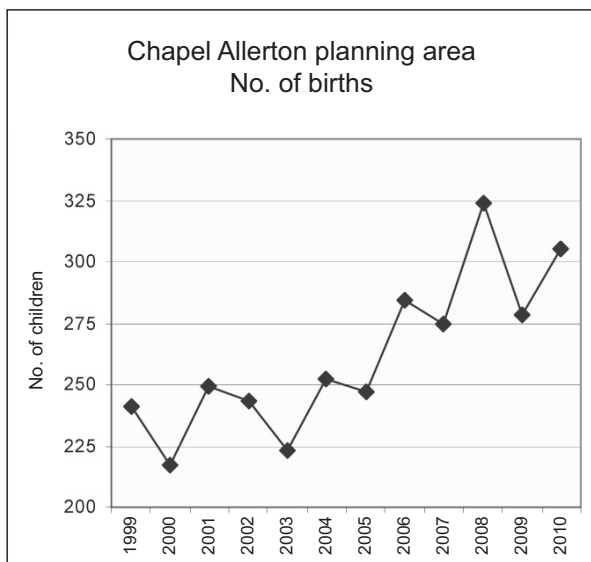
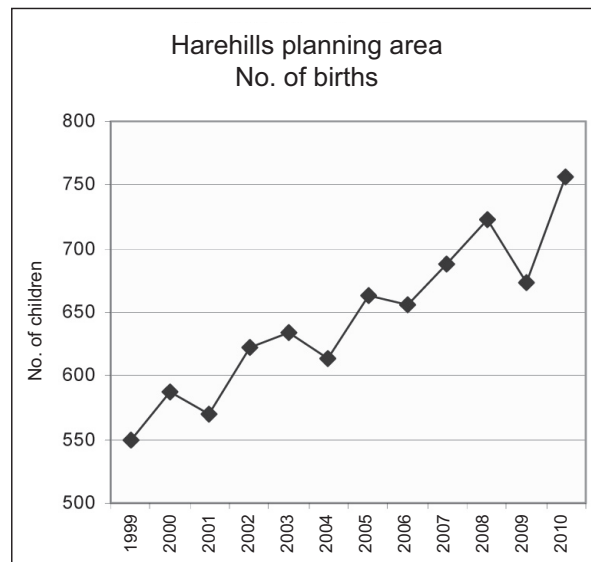
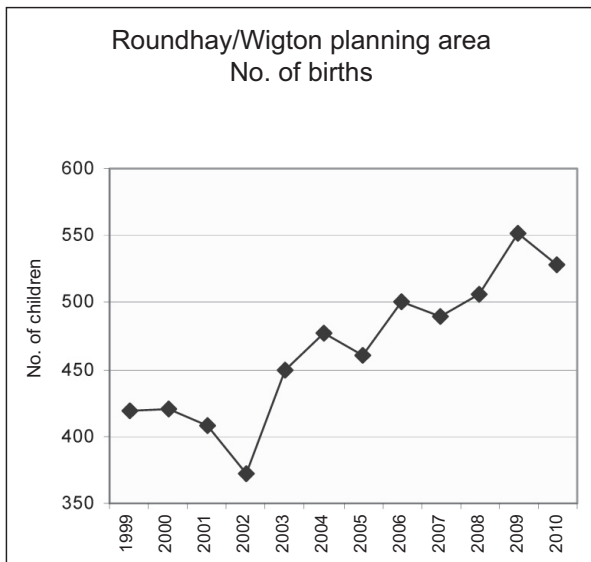
A planning application would be required for the buildings. This is a totally independent process from this consultation. This would require some input from the school over the design of the new buildings, and these discussions could start before a final decision is made to ensure that the buildings could be provided in time for September 2012. Holding those discussions and doing preliminary planning work does not in any way affect the independence of these two processes, but does allow for timely delivery of the project. Separate consultations would be required by the planning process.

8. Supporting information: demographics, data tables and map

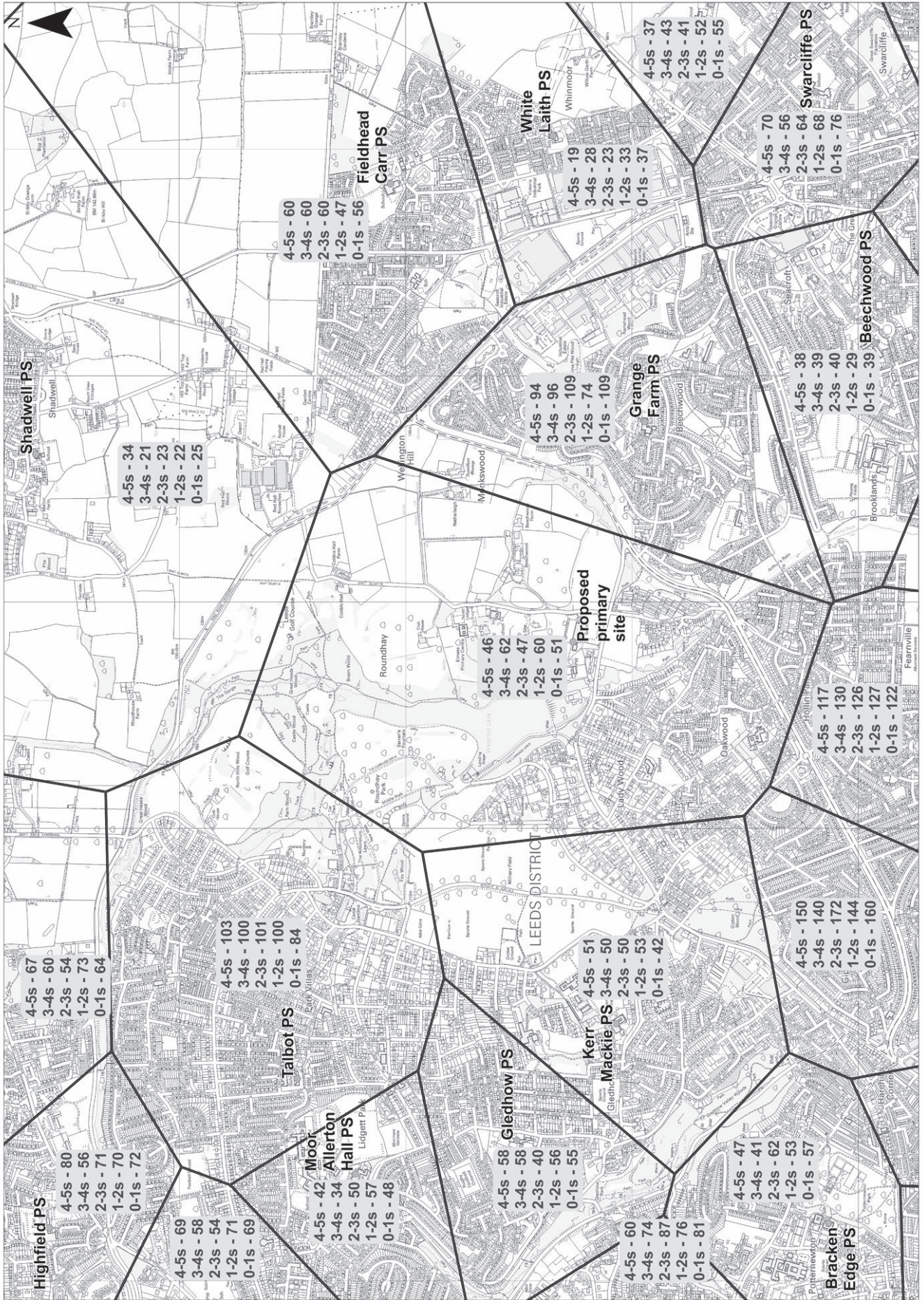
The inner east and inner north east areas face some of the greatest demographic pressure in the city. **The table overleaf shows the projections for future demand for Reception places, against the places that already exist.** This is based on birth data and past patterns of where children attended school. **The charts show birth data for those areas.**

Lots of things can affect where people go to school. Many parents choose to travel out of their immediate area to go to their preferred schools. The area has a high degree of population mobility, which results in numbers in school changing over time. Projections are important, but they are just one piece of the information we use to plan places. **The map on page 9 shows where pre school children live in relation to their nearest schools.**

Planning Area	Schools	Recep Places	Projections	
		2012	2012	2014
Roundhay/Wigton	Gledhow, Talbot, Immaculate Heart of St Mary's Catholic, Kerr Mackie, Moor Allerton Hall, Moortown, Roundhay St John's CE, Highfield, Wigton Moor	480	547	573
Meanwood	Carr Manor, Meanwood CE, Mill Field, St Urban's Catholic	180	174	187
Chapel Allerton	Bracken Edge, Chapel Allerton, Hillcrest, Holy Rosary and St Anne's Catholic, St Matthew's CE	255	314	307
Harehills	Bankside, Harehills, Hovingham, Oakwood, St Augustine's Catholic, St Nicholas' Catholic, Woodlands, Wykebeck	505	602	646
Burmantofts	Brownhill, Ebor Gardens, Shakespeare, St Patrick's Catholic, St Peter's CE	225	293	308
TOTAL	31 schools	1645	1930	2021



Pre school children and their nearest school



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Proposal to create additional primary provision in the Roundhay area at Elmete Lane from September 2012 to be run by Roundhay School Technology and Language College

Public consultation response form

Please read the consultation booklet on the proposal and tell us what your views are. The questions on this form are provided to help you do so, but you do not have to respond to all of them. If you prefer not to use this form, you can also put your views in a letter. Letters and forms should be sent to the address at the bottom of this form, or by email to: educ.school.organisation@educationleeds.co.uk. Extra copies of this booklet and response form are available at: www.educationleeds.co.uk/schoolorganisation. All responses will be reported to a meeting of Leeds City Council's Executive Board in March 2011.

Responses must be received by 4pm on Friday 18 February 2011.

Questions relating to the proposals

1. How much do you agree with the following statements? Please tick as appropriate.

1a) I agree with the use of the site off Elmete Lane for increasing primary provision.

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	Don't know

1a) I agree with Roundhay School changing its age range to include some primary provision.

<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	Don't know

Please tell us more about your views and your reasons for them.

Continued overleaf

Please tell us more about your views on this proposal (continued)

2. Have you found this booklet useful?

Yes No

How could we improve the booklet?

3. Have you found the consultation process useful?

Yes No

How could we improve the consultation process?

Your personal details (if you want your response to be formally acknowledged)

Name:

Address:

Email address:

Which school are you associated with?

- | | | | |
|--------------------------------------|-----------------------|--------------------------|-----------------------|
| Parent/carer of present pupil(s) | <input type="radio"/> | Member of staff | <input type="radio"/> |
| Parent/carer of primary school child | <input type="radio"/> | Local resident | <input type="radio"/> |
| Other adult relative | <input type="radio"/> | Elected member | <input type="radio"/> |
| Pupil | <input type="radio"/> | Community representative | <input type="radio"/> |
| Governor | <input type="radio"/> | Other | <input type="radio"/> |

Data Protection Act 1998

Under the terms of the Data Protection Act 1998 we must inform you of the following. Education Leeds and Leeds City Council are seeking your views to help inform the decision on this proposal. Your personal information will be used only for this purpose, and may be shared with other agencies who are involved in the consultation, however only to address any issues you raise. If you do not wish to provide personal details your views will still be considered, but we will not be able to acknowledge your response personally.

Please send your reply to: The Chief Executive, Education Leeds, FAO School Organisation Team
10th Floor West, Merrion House, 110 Merrion Centre, Leeds LS2 8DT

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If you do not speak English and need help in understanding this document, please phone **0113 224 3311** and state the name of your language. We will then put you on hold while we contact an interpreter. We can assist with any language and there is no charge for interpretation.

अगर आप अंग्रेजी नहीं बोल सकते और आप को यह दस्तावेज समझने के लिए मदद की आवश्यकता है, तो कृपया **0113 224 3311** के उपर टेलीफोन करे. हम आपको टेलीफोन पर ही होल्ड कर के एक इन्टरप्रिटर (दुभाषिये) का संपर्क करेंगे. हम आपको कोई भी भाषा में मदद कर सकते हैं ओर दुभाषिये की सेवा के लिए कोई खर्च वसूल नहीं किया जाएगा.

আপনি যদি ইংরেজীতে কথা না বলেন এবং এই দলিলটি বুঝতে সাহায্যের দরকার হয় তাহলে দয়া করে **0113 224 3311** এই নম্বরে ফোন করুন এবং আপনি যে ভাষায় কথা বলেন সেই ভাষার নাম বলুন। তারপর আমরা আপনাকে ফোন ধরে রাখতে বলে একজন ইন্টারপ্ৰিটারের (দোভাষী) সঙ্গে যোগাযোগ করব। আমরা যে কোন ভাষায় সাহায্য করতে পারি, এবং বিনামূল্যে ইন্টারপ্ৰিটেশনের (ভাষান্তরন) ব্যবস্থা করা হয়।

凡不懂英語又需要協助了解這份資料內容者，請致電 **0113 224 3311** 並說明本身的母語名稱。當我們聯絡傳譯員時，請稍候切勿掛斷電話。我們可以提供各種語言的傳譯服務，而且毋須收費。

ਜੇਕਰ ਤੁਸੀਂ ਅੰਗ੍ਰੇਜ਼ੀ ਜ਼ਬਾਨ ਨਹੀਂ ਬੋਲਦੇ ਅਤੇ ਇਸ ਦਸਤਾਵੇਜ਼ ਨੂੰ ਸਮਝਣ ਲਈ ਤੁਹਾਨੂੰ ਸਹਾਇਤਾ ਦੀ ਲੋੜ ਹੈ ਤਾਂ ਕ੍ਰਿਪਾ ਕਰਕੇ **0113 224 3311** ਤੇ ਫੋਨ ਕਰੋ ਅਤੇ ਆਪਣੀ ਜ਼ਬਾਨ ਦਾ ਨਾਂ ਦੱਸੋ। ਫਿਰ ਅਸੀਂ ਤੁਹਾਨੂੰ ਉਦੋਂ ਤਕ ਇੰਤਜ਼ਾਰ ਕਰਨ ਲਈ ਕਹਾਂਗੇ ਜਦੋਂ ਤਕ ਅਸੀਂ ਕਿਸੇ ਇੰਟਰਪਰਿਟਰ ਨਾਲ ਸੰਪਰਕ ਕਰਦੇ ਹਾਂ। ਅਸੀਂ ਕਿਸੇ ਵੀ ਜ਼ਬਾਨ ਲਈ ਸਹਾਇਤਾ ਦੇ ਸਕਦੇ ਹਾਂ ਅਤੇ ਇੰਟਰਪਰਿਟੇਸ਼ਨ ਲਈ ਤੁਹਾਨੂੰ ਕੋਈ ਫੀਸ ਨਹੀਂ ਦੇਣੀ ਪੈਂਦੀ।

اگر آپ انگریزی زبان نہیں بولتے اور اس دستاویز کو سمجھنے کے لیے آپ کو مدد کی ضرورت ہے تو براہ مہربانی **0113 224 3311** پر فون کریں اور اپنی زبان کا نام بتائیں۔ ہم آپ کو انتظار کرنے کے لیے کہیں گے اور اس دوران کسی انٹرنیٹ پر یعنی ترجمان سے رابطہ کریں گے۔ ہم کسی بھی زبان میں آپ کی مدد کر سکتے اور ترجمانی کی خدمت کے لیے آپ سے کوئی رقم نہیں لی جاتی۔

This publication can also be made available in large print, on computer disc and audio cassette. Please phone: **0113 224 3311**.

Public meeting

Leeds City Council is consulting on a proposal to create additional primary provision in the Roundhay area at Elmete Lane from September 2012 to be run by Roundhay School Technology and Language College

A public meeting will be held to give you a chance to find out more about the proposal and have your say on:

**Monday 24 January 2011, 6.15pm
at Roundhay School,
Gledhow Lane, LS8 1ND**