

SCHOOL ORGANISATION ADVISORY BOARD

WEDNESDAY, 3RD SEPTEMBER, 2014

PRESENT: Mrs Angela Cox – Diocese of Leeds, Roman Catholic Church
Mr David Roundtree – Schools Group
Mr Richard Noake – Diocese of West Yorkshire and the Dales, Church of England

IN ATTENDANCE: Mrs E Lowes – Children’s Services
Mr D Crawley – Children’s Services
Mrs M Bell – Head, Guiseley Infants
Mrs R Hutton – Chair of Governors, Guiseley Infants
Mr R Madeley – Head, St Oswald’s Junior School
Mrs N Conway – School Business Manager, St Oswald’s Junior School
Mr A Machin – Legal Services
Mr J Grieve – Governance Services
Mrs H Gray – Governance Services

5 Election of the Chair

RESOLVED – To note that Angela Cox, representative of the Diocese of Leeds, Roman Catholic Church, was elected Chair of the meeting

6 Chair's Opening Remarks

The Chair welcomed everyone to the meeting and invited those present to introduce themselves.

7 Declarations of Interest

Mr R Noakes, representative for the Diocese of West Yorkshire and the Dales, Church of England, informed the meeting that St Oswald’s Church of England Junior School - one of the schools under consideration – was a school within the West Yorkshire and the Dales Church of England Diocese that he represented.

8 Outcome of Statutory Notices on proposals to expand Primary Provision in Guiseley for 2015

The School Organisation Advisory Board considered a report by the Capacity Planning and Sufficiency Team regarding the outcome of statutory notices on proposals to expand primary provision in Guiseley for 2015 and to make a recommendation to the Executive Board meeting scheduled for 17th September 2014 to assist in reaching a decision on the proposals.

The report described the representations made during the statutory notice period in relation to the proposals and requested that the School Organisation Advisory Board (SOAB) note the relationship between the two proposals and to consider these together. The proposals were brought forward as part of a programme of expansion of primary provision to ensure the local authority continued to meet its legal duty to secure sufficient school places.

The report noted that the proposals were brought forward by the governing bodies of Guiseley Infant and Nursery School and St Oswald's Church of England Junior School:

- a) To expand Guiseley Infant and Nursery School from a capacity of 270 pupils to 420 pupils and raise the upper age limit from 7 to 11, therefore creating a primary school with an admission number of 60, with effect from September 2015.
- b) To expand St Oswald's Junior C of E Junior School from a capacity of 360 to 420 and lower the age limit from 7 to 4, therefore creating a primary school with an admission number of 60 in reception, with effect from September 2015

The notices were published on 25 June 2014 and expired on 23 July 2014. A final decision was required within 2 months of the expiry of the notice, therefore by 23 September 2014.

The Board considered the proposals having regard to the following background documents:

- Report of Capacity Planning and Sufficiency 3 September 2014 – Outcome of statutory notices to expand primary provision in Guiseley for 2015
- Executive Board report 9th May 2013 - Part A: Basic Need Programme 2014 Outcome of consultation on proposals for expansion of primary provision in 2014 and Part B: Basic Need Programme 2015 – Permission to consult on proposals for the expansion of primary provision in 2015
- Public Consultation Booklet
- Report to Executive Board 4 September 2013 - Part B: Outcome of consultation on proposals for the expansion of Pudsey Primrose Hill Primary School from September 2015 and Guiseley Infant and Nursery School and St Oswald's Church of England Junior School
- Executive Board report 25 June 2014 – Outcomes of Proposals to increase primary school and Special Education places in Leeds
- Guiseley Infant and Nursery School Full Proposal
- Guiseley Infant and Nursery School Brief Notice
- St Oswald's Junior School Full Proposal
- St Oswald's Junior School Brief Notice
- Copies of objections received – Guiseley Infant and Nursery School
- Copies of objections received – St Oswald's C of E Junior School

The Board dealt with the expansion proposals for Guiseley Infant and Junior School and St Oswald's Junior School together

St Oswald's Church of England Junior School

Mr R Madeley (Head teacher) and Mrs N Conway (School Business Manager) attended the meeting and made representations in support of the proposals; highlighting that the proposals would address the need for additional provision in the Guiseley area.

The Board heard that conversion from a Junior School setting to a Primary school would improve practice and service in terms of increased collaboration between Guiseley schools. Mr Madeley also detailed the advantages of conversion in terms of:

- Education provision - through continuity of both Key Stage 1 and 2 provision on one site, providing a clearer oversight of children's learning and progress, smaller cohorts and improved personal development
- Families - children of one family could be accommodated in one school which would have a positive impact on the logistics of the pick-up/drop-off "school run", and on the social aspects of school life in terms of after school activities, parents evenings and after school activities; and improved school choices

Additionally, Mr Madeley addressed some of the specific concerns raised in the letters of representation submitted by the public during the consultation including:

- The schools admission policy and concern that the school would make faith a key criterion for admission to the school in the future. In response, the Board heard assurance that St Oswald's governing body will be looking to serve the local community whilst continuing to have a faith based policy.
- Disruption during building works. The Board heard that the school would work closely with the contractors to ensure any disruption was kept to a minimum
- The interim arrangements as new reception pupils were admitted
- "Wrap around care" offered on the site would be unaffected but would be relocated within the site

Guiseley Infant and Nursery School

Mrs M Bell, Head teacher and Mrs R Hutton, Chair of the Board of Governors, attended the meeting. Mrs Hutton addressed the Board and provided a written copy of her statement. She noted that proposals for expansion of the school submitted in 2013 had been rejected by the Governors. She outlined the Governors' concerns at that time due to the lack of detail within the 2013 proposals on building and transition arrangements but confirmed that, following extensive consultation with the school, Governors and residents, the Board of Governors was now satisfied that the 2014 conversion proposals were appropriate. Mrs Hutton further commented on issues raised in the representations in respect of:

- Building plans and the location of the new build;
- Use of green space to the rear of the existing school building;
- Retention of greenspace to the front of the school
- The wrap around and nursery provision would be unaffected by the proposals;
- The proposals would increase provision of play areas; hall and kitchen space and allow the reinstatement of the school library

- Parking and traffic and the ongoing liaison with Children's Services to address issues.
- Internal management arrangements in respect of managing larger numbers of pupils

Mrs E Lowes, Deputy Capacity Planning and Sufficiency Manager, Children's Services, addressed the Board highlighting the consultations that had been undertaken in Guiseley since 2012 and also added that children's Services supported the expansion proposals put forward by both schools.

Mr D Crawley, Strategic Sufficiency Manager, Children's Services, additionally provided further detail on the demographic pressure on the area, in particular citing that during the admissions round for September 2014, there were 170 children living within the Guiseley area. The two community schools within this area provide a total of 135 places between them. Data for the next 3 years shows a similar number of children will be applying for schools within Guiseley.

In response to questions asked by the Board, the following matters were discussed:

Guiseley Infants –

- Highways and the existing traffic issues caused by commuter parking throughout the town
- the timing of traffic assessments
- consideration of measures to address existing traffic issues adjacent to the school
- Communication and consultation

Guiseley St Oswald's –

- The view of the Church of England Diocese on the proposals. A letter signed by the Chief Education Officer for the Diocese dated 16th June 2014 was tabled at the meeting as evidence of the Diocese' support for the change to the age range of the school

The Chair asked the representatives of Children's Services and the Schools to leave the room in order for the Board to discuss the proposals in respect of both schools. The Board considered each of the concerns raised during the statutory notice period as detailed in paragraphs 3.5 to 3:27 of the report of the Capacity Planning and Sufficiency dated 3 September 2014.

For both schools, the Board noted the concerns raised in respect of traffic, parking and congestion. The Board was satisfied, however, that the traffic issues would be managed through the subsequent planning application process. The Board accepted that there should also be some reduction in traffic as a result of families not having to drop and collect children at two separate schools.

For both schools, the Board noted the comments made in respect of the consultation process and the need to communicate the proposals effectively. The Board was, however, satisfied that overall the 2014 process had been

adequate noting the evidence from the schools representatives that Consultees had been able to make representations and account had been taken of those representations.

The Board did not have any concerns about transition arrangements.

The Board was confident that any disruption during building work could be managed.

The Board was satisfied that there was a need to expand provision; that the proposals were an appropriate way of meeting the demand and considered that the proposals would have a positive effect on children's education.

The groups entitled to vote, and in attendance .i.e. Diocesan Board of Education for the Diocese of West Yorkshire and the Dales, Church of England; the Diocese of Leeds, Roman Catholic Church and the Schools Group voted as follows:-

- The Diocese of Leeds, Roman Catholic Church Group voted in favour of the proposals because of the need for additional capacity in the area.
- The Schools Group voted in favour of the proposals because of the need for additional capacity in the area.
- Diocesan Board of Education for the Diocese of West Yorkshire and the Dales, Church of England, voted in favour of the proposals because of the need for additional capacity in the area.

Additionally, the Board made an observation on the need to continue to closely manage future consultation processes to ensure that Children's Services continue to maintain effective communication of future proposals for change

RESOLVED – It was the view of the School Organisation Advisory Board that the Executive Board be recommended to support the proposals to expand Guiseley Infant and Nursery School and St Oswald's Junior School, Guiseley