



## SCHOOL ORGANISATION ADVISORY BOARD

---

Meeting to be held in Civic Hall, Leeds LS1 1UR on  
Wednesday, 15th August, 2018 at 10.00 am

---

### MEMBERSHIP

#### ROMAN CATHOLIC CHURCH DIOCESE

Angela Cox

#### SCHOOLS GROUP

Sally Boulton – Headteacher

#### GOVERNOR

Jackie Ward

---

Agenda compiled by:  
Governance Services  
Civic Hall  
LEEDS LS1 1UR

Helen Gray  
Tel No: 0113 3788657

## **SCHOOL ORGANISATION ADVISORY BOARD (LEEDS)**

### **PURPOSE OF THE BOARD**

Leeds City Council as the Local Authority has responsibility to make decisions in relation to certain school organisation statutory proposals.

At the request of the Authority the School Organisation Advisory Board, made up of representatives from the area's education community, has been set up in order to consider and make recommendations to the Authority in relation to school organisation proposals:-

- Where objections have been submitted
- As otherwise requested by the Authority

In making recommendations the Board will have regard to relevant statutes. Statutory Regulations and Guidance

# A G E N D A

Item No	Ward/Equal Opportunities	Item Not Open		Page No
1			<p><b>ELECTION OF A CHAIR</b></p> <p>To elect a Chair for the meeting.</p>	
2			<p><b>APOLOGIES</b></p> <p>To receive any apologies for absence.</p>	
3			<p><b>DECLARATIONS OF INTEREST</b></p> <p>To note any declarations of interest.</p>	
4	Moortown; Roundhay		<p><b>OUTCOME OF CONSULTATION TO INCREASE LEARNING PLACES AT MOOR ALLERTON HALL PRIMARY SCHOOL</b></p> <p>To receive and consider the attached report of the Director of Children and Families Service, on proposals to permanently expand primary school provision at Moor Allerton Hall Primary School (PS) from 2 Form Entry to 3 Form Entry. Additionally, permission is sought to publish a Statutory Notice in respect of these proposals. The report seeks consideration of the response to the representations received and to make a recommendation to the Executive Board to assist in reaching a final decision on the proposal.</p> <p>The report describes the proposal, brought forward as part of a programme of expansion of primary provision to ensure the local authority meets its legal duty to secure sufficient school places; and the representations received.</p> <p>The proposal being to permanently expand primary provision at Moor Allerton Hall Primary School from a capacity of 420 pupils to 630 pupils with an increase in the admission number from 60 to 90 with effect from September 2019.</p> <p>(Report attached)</p>	1 - 50

Item No	Ward/Equal Opportunities	Item Not Open		Page No
			<p><b><u>Third Party Recording</u></b></p> <p>Recording of this meeting is allowed to enable those not present to see or hear the proceedings either as they take place (or later) and to enable the reporting of those proceedings. A copy of the recording protocol is available from the contacts named on the front of this agenda.</p> <p>Use of Recordings by Third Parties – code of practice</p> <ul style="list-style-type: none"> <li>a) Any published recording should be accompanied by a statement of when and where the recording was made, the context of the discussion that took place, and a clear identification of the main speakers and their role or title.</li> <li>b) Those making recordings must not edit the recording in a way that could lead to misinterpretation or misrepresentation of the proceedings or comments made by attendees. In particular there should be no internal editing of published extracts; recordings may start at any point and end at any point but the material between those points must be complete.</li> </ul>	

## Report of the School Organisation Advisory Board

**Date: 15 August 2018**

**Subject: Report on Statutory Proposals for the expansion of Moor Allerton Hall Primary School**

Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Alwoodley	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

### 1.0 Purpose of This Report

To explain to the Board the role of the Board in considering the objections to these proposals and making recommendations to the Executive Board to assist the Executive Board in reaching a decision in relation to the proposals.

### 2.0 Background Information

#### **Changes to Moor Allerton Primary School to expand the school**

The proposal by the local authority is to:

Expand Moor Allerton Hall Primary School from a 2 Form Entry school to a 3 Form Entry School with effect from September 2019. This will increase the capacity of Moor Allerton Hall Primary School from 420 pupils to 630 pupils, with an increase in the school admission number from 60, to 90 pupils.

Consultation on this proposal was carried out from 23 March to 4 May 2018. A total of 135 representations were received.

A Statutory Notice was displayed from 2<sup>nd</sup> July until 30<sup>th</sup> July 2018. A final decision must be made within 2 months of the expiry of the notice and therefore by 30<sup>th</sup> September 2018.

There were 135 responses to the statutory notice. 71 respondents strongly supported or somewhat supported (52.6%), 59 respondents strongly opposed or somewhat opposed (43.7%) and 5 respondents were not sure (3.7%).

This proposal is now submitted to the Board to consider the proposal and the objections received and to make recommendations to the Executive Board.

Members of the Board will have the following documents to consider which are attached to this report:

Documents submitted by Children's Services in support of the proposals;  
Copies of the responses received

### **3.0 Recommendations**

The Board is asked to consider the proposals and consider the written objections and any verbal objections made at the meeting of the Board and to make recommendations with reasons for consideration by the Executive Board.

**Report of Director of Children and Families Service**

**Report to Executive Board**

**Date: 27 June 2018**

**Subject: Outcome of consultation to increase learning places at Moor Allerton Hall Primary School**



Are specific electoral Wards affected? If relevant, name(s) of Ward(s): Roundhay Moortown	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

**Summary of main issues**

1. This report contains details of proposals brought forward to meet the local authority's duty to ensure sufficiency of school places. The changes that are proposed form prescribed alterations under the Education and Inspections Act 2006. The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 and accompanying statutory guidance set out the process which must be followed when making such changes. The statutory process to make these changes varies according to the nature of the change and status of the school and the process followed in respect of these proposals is detailed in this report.
2. The decision maker in these cases remains the local authority.
3. In October and November 2017 Leeds City Council consulted on a proposal to establish a through-school by joining together Allerton Grange School and Moor Allerton Hall Primary School (PS). The proposed through-school included increasing the number of primary places from its current 60 per year to 120 places per year. The consultation ended on 29 November 2017 and the outcomes were reported to Leeds City Council's Executive Board on 7 February 2018. During that consultation some parents were concerned about safeguarding issues related to primary-aged pupils sharing a site with older children, there were concerns that a 4 form entry (120 pupils) primary phase would not be a child-friendly environment and that there would be a detrimental impact on pupils accessing the Deaf and Hearing Impaired resource at Moor Allerton Hall PS. Concerns were also raised that an expansion to 120 pupils per

year group would negatively impact on traffic related issues in the local area. There were also a number of concerns raised about the potential negative impact on standards and the improvement journey for both schools, if a through-school were to be established. Some people suggested that the expansion of an existing school would be preferable to establishing a through-school in this area.

4. In response to concerns raised during that consultation, and following visits to Moor Allerton Hall PS to listen to the children, governors, and senior leadership team, it was determined by Executive Board that a further round of consultation be undertaken. This was in order to gain the views of stakeholders on a proposal to expand Moor Allerton Hall PS as a stand-alone three form entry (FE) school prior to any decisions being made.
5. A consultation on a proposal to expand Moor Allerton Hall PS from 2FE to 3FE was held from 23 March to 4 May 2018. A total of 135 consultation responses were received of which 71 either strongly or somewhat supported the proposals - 53% compared with 21% support for the previous proposal to expand the school as part of a through-school. Further details about the responses and issues identified by stakeholders is in the main body of this report.
6. This report summarises the consultation responses and seeks approval from Executive Board on the recommendations below.

## **Recommendations**

Executive Board is asked to:

- Approve the publication of a Statutory Notice on a proposal to permanently expand primary provision at Moor Allerton Hall Primary School from a capacity of 420 pupils to 630 pupils with an increase in the admission number from 60 to 90 with effect from September 2019;
- Note that the previous proposals to form a through-school by joining together Moor Allerton Hall Primary School with Allerton Grange School and to expand primary provision as part of that through-school are not to be taken forward;
- Approve the recommendation to exempt the decision from call-in for the reasons set out at 4.5.2; and
- Note the responsible officer for implementation is the Head of Learning Systems.



## **1 Purpose of this report**

- 1.1 This report contains details of proposals brought forward to meet the Local Authority's duty to ensure a sufficiency of school places, which support the achievement of the Best Council priority to improve educational achievement and close achievement gaps. This report describes the outcome of the consultation regarding proposals to permanently expand primary school provision at Moor Allerton Hall Primary School (PS) from 2FE to 3FE and seeks permission to publish a Statutory Notice in respect of these proposals.

## **2 Background information**

- 2.1 Since 2012 several schools within the Roundhay ward and surrounding wards have either permanently expanded or have had additional accommodation added to their sites by way of temporary/bulge increases. Leeds City Council (LCC) has created an additional 630 permanent primary school places (90 places per year group) in the Roundhay area to address an ongoing demand for places. Demographic data indicates that there is an ongoing need for up to two forms (60 places) of additional permanent provision because of significant and sustained population growth within this area and localised pressure on places.
- 2.2 In 2015 The 'Fair Access Schools Trust' submitted a bid to open a free school in the Roundhay area and Leeds City Council deferred any alternative proposals whilst the project was developed. In the summer of 2017 following Government announcements about changes to the free school budget nationally the Regional Schools Commissioner asked the council to self-deliver the free school project. A lack of clarity around what 'self-delivery' meant and a major shortfall in funding for the scheme from the Education and Skills Funding Agency alongside significant planning issues made it unlikely that the Trust would be in a position to provide the required places in Roundhay for September 2018. In light of these issues the council sought an alternative solution to provide good school places within walking distance of the families who need them.
- 2.3 For these reasons, a consultation on proposals to join together Moor Allerton Hall PS with Allerton Grange School as a through-school and to expand primary school provision within the through-school took place from 12 October to 29 November 2017 to seek the views of stakeholders.
- 2.4 In response to concerns raised during that consultation, the Ofsted inspection of Allerton Grange School which happened during the consultation and following visits to Moor Allerton Hall PS to listen to the children, governors, and senior leadership team, it was determined by Executive Board that a further round of consultation be undertaken. This was in order to gain the views of stakeholders on a proposal to expand Moor Allerton Hall PS as a stand-alone three form entry school before any decisions were made.
- 2.5 On that basis a consultation on a proposal to permanently expand Moor Allerton Hall PS on its existing site from a capacity of 420 pupils to 630 pupils with an increase in the admission number from 60 to 90 with effect from September 2019

was held from 23 March 2018 to 4 May 2018 to understand the views of parents, local residents and other stakeholders.

- 2.6 It should be noted that following a meeting between the Trust and the ESFA, the free school bid was withdrawn by the Trust in January 2018 due to significant planning and other issues.

### **3 Main issues**

- 3.1 One of the main issues in this area is that there are not enough places at Talbot PS for all of the children who live closest to it. A number of the other local schools are filled with siblings and their own 'nearest' children making it difficult for some families living nearest to Talbot PS to access a place either at Talbot PS or at most of the other local schools.
- 3.2 A large range of options have been explored over the years to provide the additional places needed in this area. This has included establishing permanent and/or bulge places at a number of local schools and reviewing the feasibility of further expanding schools to meet the ongoing demand for places. Site suitability, highways and location are among the considerations when assessing which schools could expand. Although Talbot PS was able to admit a bulge cohort of children in 2016 it is not possible to permanently expand it.
- 3.3 Moor Allerton Hall PS is situated within a reasonable distance of this area of pressure and would be well placed as an Admission Point to address additional demand. The Sufficiency and Participation Team has recently modelled what the impact would have been if families living nearest to Talbot PS had chosen to preference a place at Moor Allerton Hall PS as one of their preferences. Places were modelled using 2017 admissions data based on a published admission number of 90 at Moor Allerton Hall PS and it should be noted that not all of the families living nearest to Talbot PS chose to preference a place at Talbot PS. The modelling demonstrated that all of the Talbot PS 'nearest' children would have received a reasonable offer of a school place within 2 miles of their home address. If more families were to preference Moor Allerton Hall PS, fewer offers would be made to children living outside of the Moortown/Roundhay area and the sibling impact would be reduced.
- 3.4 Demographic data indicates that there is an ongoing need for up to two forms (60 places) of additional permanent provision however we also know that the way the admission criteria work impacts on the ability of parents to gain a place at a preferred school. For this reason over the next few months we will model potential options for introducing primary school catchment areas in order to determine whether it is appropriate to consider this for future Admission policy. Any such change would require consultation in accordance with the timetable in the Admissions Code. In order to implement any changes that could apply from September 2020, we would need to consult in November 2018.
- 3.5 The Headteacher and Governing Body are confident that the school can manage an expansion alongside its improvement journey. The Learning Improvement team within Leeds City Council will continue to work with Moor Allerton Hall PS

and other partners, to ensure that the progress already made by the leadership and staff at the school continues and that outcomes for children will rise further.

- 3.6 An option being considered is the potential to utilise the former New Highwood pub site. The freehold for the pub site is owned by LCC and the leasehold for the building was recently purchased. The site has been allocated to support the proposed development of Moor Allerton Hall PS and curriculum requirements necessary to expand to 3FE. Our preferred option is to relocate the Children's Centre which sits currently within the existing school building and the Community Centre which is located next to the existing school building, onto the pub site. Although agreements have not been formalised, positive conversations are ongoing with the Trustees of the Community Centre and the Children's Centre to seek their views, and we are working in partnership to deliver a proposal that meets the needs of the community.
- 3.7 Officers acknowledge that there are some local concerns relating to an increase in traffic in the area due to existing traffic issues and we would work with colleagues in Highways Services to look at ways of managing this where appropriate. If the expansion were to progress a full traffic assessment and a transport statement, based on the results of surveys commissioned for this project would be produced to reflect and support the planning application proposals. This would include an assessment of current highways issues and modelling what the impact would be of additional traffic in the area. LCC encourages sustainable travel so enhancements to or new crossing points would be considered along with the school's travel plan. A pick-up/drop-off area is also being considered which would take some of the traffic off the road and manage it within the site via dedicated parking bays.
- 3.8 During the consultation there were 135 responses received via paper form, email and on-line survey. Leaflets advertising the consultation were distributed to over 4000 local dwellings. Stakeholders were asked to comment on whether they strongly supported, somewhat supported, somewhat opposed, strongly opposed or were not sure whether they supported the proposals. 71 respondents strongly supported or somewhat supported (52.6%), 59 respondents strongly opposed or somewhat opposed (43.7%) and 5 respondents were not sure (3.7%). A total of 366 comments were made about various considerations including highways, location and sufficiency of places, site considerations and school related issues. A summary table of the comments received is attached as an appendix to this report and a summary of comments made and concerns raised is below. A copy of the anonymised responses received can be requested from the Sufficiency and Participation Team at [educ.school.organisation@leeds.gov.uk](mailto:educ.school.organisation@leeds.gov.uk).
- 3.9 Summary of the main themes/comments from those who strongly or somewhat supported the proposal-where 5 or more comments were made against each;
- **Location/sufficiency** - Expansion will address need for places, expanding an existing school is a better option than building a new academy school / free school / through school.
  - **Site considerations** - Supports the council in attempting to provide high quality school places for children in Leeds.

- **School related** - A 3FE primary school is more conducive to a primary school ethos than the 4FE proposal, the expansion will lead to improved facilities for Moor Allerton Hall PS / Community Centre.

3.10 Summary of the main themes/comments from those who strongly or somewhat opposed the proposal-where 5 or more comments were made against each:

- **Location/sufficiency** - Moor Allerton Hall PS is too far from area of need, an expansion will not provide a long term solution to the lack of primary school places in Roundhay, concerns about the impact on the area of need should Moor Allerton Hall PS grow in popularity.
- **Site considerations** - Securing the land from the community centre is vital to the proposal, concerns about loss of play space and overcrowding if community centre is not moved, concerns site is too small to accommodate additional children.
- **School related** - Concerns that expansion will impact on school improvement journey, bigger school will mean more pressure on school staff.
- **Highways/environment** - Concerns about an increase in traffic in an already congested area, concerns about increases in parking, air pollution concerns, concerns about road safety.

3.11 The main concerns raised by respondents and a response to those concerns are summarised as follows;

3.11.1 **Concerns about location/sufficiency:** That Moor Allerton Hall PS is too far from the area of need, that an expansion will not provide a long term solution to the lack of primary school places in Roundhay and concerns about the impact on the area of need should Moor Allerton Hall PS grow in popularity.

**Response:** The previous consultation highlighted that there are limited options for providing additional primary places in this area. Moor Allerton Hall PS is situated within a reasonable distance of this area of pressure and would be well placed as an Admission Point to address additional demand. The Sufficiency and Participation Team has recently modelled what the impact would have been if families living nearest to Talbot PS had chosen to preference a place at Moor Allerton Hall PS as one of their preferences. Places were modelled using 2017 admissions data based on a published admission number of 90 at Moor Allerton Hall PS and it should be noted that not all of the families living nearest to Talbot PS chose to preference a place at Talbot PS. The modelling demonstrated that all of the Talbot PS 'nearest' children would have received a reasonable offer of a school place well within 2 miles of their home address. If more families were to preference Moor Allerton Hall PS, fewer offers would be made to children living outside of the Moortown/Roundhay area and the sibling impact would be reduced. Further modelling will be done to consider the impact in future years should Moor Allerton Hall PS become the preferred school for most or all of its 'nearest' children. This will be considered alongside modelling the impact of introducing primary catchment areas. Catchment areas were set as part of the determination of admission policy for community secondary schools in 2016, based on their nearest priority. Over the next 6 months LCC will be modelling the impact of introducing catchment areas for primary schools across the city. If we wanted to

progress then we must consult in accordance with the consultation timetable set out in the Admissions Code.

- 3.11.2 **Concerns about site related issues:** That securing the land from the community centre is vital to the proposal, concerns about loss of play space and overcrowding if the community centre is not moved, concerns site is too small to accommodate additional children.

**Response:** An option being considered is the potential to utilise the former New Highwood pub site. The freehold for the pub site is owned by LCC and the leasehold for the building was recently purchased. The site has been allocated to support the proposed development of Moor Allerton Hall PS and curriculum requirements necessary to expand to 3FE. Our preferred option is to relocate the Children's Centre which sits currently within the existing school building and the Community Centre which is located next to the existing school building, onto the pub site. Although agreements have not been formalised, positive conversations are ongoing with the Trustees of the Community Centre and the Children's Centre to seek their views, and we are working in partnership to deliver a proposal that meets the needs of the community. Any design/proposals would be drawn up in full consultation with the school based on area schedules provided by the Education and Skills Funding Agency which sets out the requirements for classroom sizes, play space etc.

- 3.11.3 **Concerns relating to the school:** That an expansion will impact on the school's improvement journey and that a bigger school will mean more pressure on school staff.

**Response:** As noted at 3.5 of this report the Headteacher and Governing Body are confident that the school can manage an expansion alongside its improvement journey. The Learning Improvement team within Leeds City Council will continue to work with Moor Allerton Hall PS and other partners, to ensure that the progress already made by the leadership and staff at the school continues and that outcomes for children will rise further. The Governing Body supports the proposal and notes the potential for greater staff development within a larger school. The school would receive funding to enable it to recruit additional teaching and support staff.

- 3.11.4 **Concerns relating to highways/environment:** Concerns about an increase in traffic in an already congested area, concerns about increases in parking, air pollution concerns, concerns about road safety.

**Response:** As noted at 3.7 of this report, officers acknowledge that there are some local concerns relating to an increase in traffic in the area due to existing traffic issues and we would work with colleagues in Highways Services to look at ways of managing this where appropriate. If the expansion were to progress a full traffic assessment and a transport statement, based on the results of surveys commissioned for this project would be produced to reflect and support the planning application proposals. This would include an assessment of current highways issues and modelling what the impact would be of additional traffic in the area. LCC encourages sustainable travel so enhancements to or new crossing points would be considered along with the school's travel plan. A pick-up/drop-off

area is also being considered which would take some of the traffic off the road and manage it within the site via dedicated parking bays. A full and transparent planning process would be followed if the proposals were to progress.

3.12 As part of the consultation council officers met with the Governing Body (GB) and a formal response to the consultation was received which is included in the tally of responses. The GB indicated in its response 'We have a continued commitment to welcoming all new children to our school where all pupils can progress and thrive. We feel this proposal could allow us to do this even more effectively than we currently do and could enhance our children's experience. Should the proposals go ahead, we look forward to working in collaboration with the Council to make a success of the expansion'.

3.12.1 The GB notes that there are significant differences with this proposal to the previous proposal which have informed its wish to support including:

- A wish to support LCC to provide enough high-quality school places in the area;
- The ethos, identity and leadership of the school would be retained as there would be no merger with another school, providing stability for staff;
- Staff and Governors can continue to focus on the continued improvement in achievement of all pupils;
- Improved facilities for the school;
- Greater opportunities for staff retention and development with a 3FE school;
- Proposal meets the needs of the school's most vulnerable children in a more effective way; and
- LCC has involved the school in the planning of the consultation process so that parents and carers were considered as a priority stakeholder group to communicate with.

3.12.2 Some concerns were also raised by the Governing Body including;

- Increased traffic and parking issues;
- That a significant number of families are allocated the school who don't preference it and that in future years should the birth rate decrease or the more preferred schools have more capacity than they currently do that the number of children attending Moor Allerton Hall PS could reduce. The GB would urge LCC to work closely with the school to develop a plan to mitigate this possible outcome; and
- There is a concern for some parents in the area about the walking distance to the school from the area of need.

3.12.3 The GB strongly support the proposal on the proviso that certain conditions are met; that pupils have a usable year-round outdoor space with meets legal requirements and the needs of children and staff using the space currently occupied by the Community Centre and Children's Centre and that sufficient additional resource is given to the school for leadership time to manage the expansion whilst ensuring that the improvement journey continues at pace.

- 3.13 As part of the consultation council officers met with the School Council (SC) to discuss the proposals and 12 responses were submitted by SC on behalf of peers (not included in the tally of responses above). All 12 responses were in support. The main themes/questions raised in the responses and at the meeting were as follows: The leadership team and staff have effective support from the Council School Improvement Team to continue to raise standards in school;
- There is agreed financial support from the Council to ensure there is enough capacity on the school's Senior Leadership Team to continue our improvement journey whilst still being able to effectively plan for the expansion over 2018-19;
  - That the final delivered campus includes a good provision of outdoor play space for a three-form entry school, usable round the year; and
  - The school is given the funds to provide the appropriate infrastructure (e.g. IT capacity, security systems) and learning resources (e.g. class furniture, new PE equipment, dining tables, extra IT equipment, expanded reading library) to meet the needs of the full increase in numbers from reception to year 6 without a drain on the school's current budget.

SLT also noted 'We also believe the Council need take into serious consideration the traffic impact of increasing pupil numbers both upon the city's clean air zone commitment and upon road safety. We would look for support to develop permanent 'park and stride' locations and upgrade to the current zebra crossings outside of school to pelican ones to better manage traffic flow during peak times. Finally, we hope for support from the Council in promoting Moor Allerton Hall effectively in the areas of need so that the school becomes a known positive option at preference time'.

- 3.15 Responses to this consultation were also received from the National Deaf Children's Society and staff from the school's Deaf and Hearing Impairment Team (DAHIT), included in the tally of responses. Both expressed general support for the proposals indicating a number of issues that they would want LCC to consider. These included ensuring that BB93 performance standards guidelines are met, that any changes would lead to improved outcomes for deaf children, that parents and deaf children are involved in the expansion process to ensure that they have a voice in helping to shape the proposals, that flashing fire alarms are fitted, and that aspects such as flooring, lighting and decorating requirements are considered to ensure a calm environment with good acoustics.

If the proposals were to progress colleagues within City Development would work closely with senior leaders and the DAHIT team lead at the school and Complex Needs Team to ensure that a suitable accommodation solution is agreed and that any changes made improved and enhanced the quality of provision for pupils to positively support their outcomes. This would also ensure that the solution meets the needs of both children and staff in accordance with performance standards guidelines and Building Bulletin 93 which provides acoustic design guidance including specifics on design for pupils with hearing difficulties. During the design phase, we would consult with both children and parents on the design options.

#### **4 Corporate Considerations**

## 4.1 Consultation and Engagement

- 4.1.2 The process in respect of all the proposals has been managed in accordance with the relevant legislation and with local good practice.
- 4.1.3 The consultation was carried out over a six week period and included use of the WordPress on-line forum and the Council's on-line survey system. A number of drop-in sessions were held at the school supported by officers from Highways, Children and Families Service and City Development teams, to discuss the proposals. One of these sessions included a questions and answers session at which senior officers were available to answer questions put forward by attendees in a public forum. These were attended by parents, carers, school staff, local residents and one of the local councillors. Information was distributed widely, including via the school website, to other local schools, via local Early Years providers, on the Leeds City Council website, via social media and to the National Deaf Children's Society. Meetings were held separately with the governors, staff and school council of Moor Allerton Hall Primary School along with a meeting for parents/carers of pupils accessing the deaf and hearing impaired resource at the school. Banners were placed at the entrance to the school to advertise the consultation and leaflets highlighting the consultation, and the timings of the consultation drop-in meetings were distributed to over 4000 local dwellings, along with letters to local residents. Leaflets were also displayed in local shops.
- 4.1.4 The consultation document was translated into both Urdu and Punjabi which the school indicates are its main heritage languages. These were published on the Leeds City Council and school websites along with paper copies being available at the school and at the drop-ins.
- 4.1.5 Local ward members indicated support for the proposals.
- 4.1.6 The consultation document for this proposal can be found at: <http://www.leeds.gov.uk/residents/Pages/Currentconsultation.aspx> or requested from the Sufficiency and Participation Team at: [educ.school.organisation@leeds.gov.uk](mailto:educ.school.organisation@leeds.gov.uk).

## 4.2 Equality and Diversity / Cohesion and Integration

- 4.2.1 The EDCI screening form for the proposals at Moor Allerton Hall Primary School has been completed and is attached as an appendix to this report.
- 4.3 **Council policies and Best Council Plan** 4.3.1 This proposal offers good value for money through its capacity to support achievement of the Best Council outcome to give everyone the chance to do well at every level of learning, gaining the skills they need for life.

proposal is being brought forward to meet the LA's statutory duty to ensure there are sufficient school places for all the children in Leeds. Providing places close to where children live allows improved accessibility to local and desirable school places, is an efficient use of resources and reduces the risk of non-attendance.



proposal contributes to the city's aspiration to be the best council, the best city in which to grow up and a child friendly city. The delivery of pupil places through the Learning Places Programme is one of the baseline entitlements of a child friendly city. By creating good quality local school places we can support the priority aim of improving educational achievement and closing achievement gaps. In turn, by providing young people with the skills they need for life, these proposals provide underlying support for the council's ambition to produce a strong economy by compassionate means. A good quality school place also contributes towards delivery of targets within the Children and Young People's Plan such as our obsession to improve behaviour, attendance and achievement. It is important when bringing any proposal forward that there is a degree of certainty that any change would not have a negative impact on teaching and learning. The Headteacher and governing Body are confident that they can manage the expansion of the school whilst continuing to demonstrate improvements in relation to the school's learning improvement journey as demonstrated in the consultation responses highlighted at 3.12 onwards.

#### **4.4 Resources and value for money**

- 4.4.1 A feasibility study has been commissioned to determine options and ensure we proceed with the most effective solution, financially and educationally. Any scheme would be subject to relevant consultation at the appropriate juncture as informed by the key stakeholders and local ward members and any design/proposals would be drawn up in full consultation with the school based on area schedules provided by the Education and Skills Funding Agency. Planning permission would be required prior to the commencement of any construction.
- 4.4.2 This expansion would be funded from the Learning Places Programme through Basic Need Allocations. The precise funding packages would be confirmed at the design freeze stage, and detailed in the relevant Design and Cost reports.

#### **4.5 Legal Implications, Access to Information and Call In**

- 4.5.1 The processes that have been and will be followed are in accordance with the Education and Inspections Act 2006 as set out in the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007, and amended by School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013.
- 4.5.2 It is recommended that this report is not subject to call in. This is because if Executive Board agrees with the recommendation to publish a Statutory Notice in respect of these proposals, a Statutory Notice would need to be published as early as possible in order for the majority of the Statutory Notice period to fall outside of the school holidays. This would give maximum opportunity for stakeholders to comment formally at that stage and for a final decision to be sought from Executive Board at the first opportunity. If the call in period was not exempted the Statutory Notice would be published after the school holidays in September which would delay a final decision from Executive Board and introduce a higher risk of school places not being delivered on time. It would also mean that a final decision would not be available until after the primary

admissions round opened, causing further uncertainty for parents. A decision could not have been sought earlier from Executive Board as the public consultation ended on 4 May 2018 following Executive Board's decision at its meeting in February 2018 for a new consultation to be held.

## **4.6 Risk Management**

- 4.6.1 The proposal to increase primary provision in the Roundhay area has been brought forward in time to allow places to be delivered for 2019. Bulge places will be required to ensure a sufficiency of places in 2018 and a decision not to proceed with regard to this revised proposal may result in a fresh consultation on new proposals, and there is a high risk that places will not be delivered in time. The LA's ability to meet its statutory duty for sufficiency of school places in the short and longer term may be at risk. There is also a corporate risk associated with failing to provide sufficient school places in good quality buildings that meet the needs of local communities.
- 4.6.2 To ensure sufficiency of accommodation for the commencement of the September 2018 academic year works will take place on-site at Moor Allerton Hall Primary School in summer 2018. Officers from within the Authority are working closely with the school management team to ensure the necessary accommodation and facilities are provided to allow placement of this additional cohort.
- 4.6.3 As a consequence of the requirement to plan additional places within the Roundhay and Moortown area it has been necessary for the Authority to work at risk to develop the expansion proposals based on an increase to 3FE. The Authority have been working closely with the school management team, Highways, Planning, local community groups, ward members and other key stakeholders to ensure these proposals are in keeping with, and respond to, feedback provided at both of the Moor Allerton Hall consultations. The critical path programme dates for the design and construction of any new accommodation overlap with the statutory process and if treated sequentially delivery of any permanent solution for September 2019 is not possible. In order to meet statutory obligations for pupil places within the area in September 2019, and provide the essential accommodation, it may be necessary to submit the planning application for the proposed expansion prior to Executive Board's final determination on the statutory process, should Executive Board approve the recommendation in this report to publish a Statutory Notice. A planning consultation session will be held early September 2018 with a view to submitting the planning application itself mid-September 2018. This will not circumvent the statutory process as approval to proceed with the construction of any new permanent accommodation at Moor Allerton Hall will not be granted by Executive Board unless both planning permission and statutory approval have been granted. Submission, and potential approval, of planning permission in no way presupposes any final decision on the proposal to expand the school. Delaying the planning application would place significant corporate risk associated with failing to provide sufficient school places in good quality buildings that meet the needs of local communities.

## **5 Conclusions**

- 5.1 Our ambition is to be the best city in the country. As a vibrant and successful city we will attract new families to Leeds, and making sure that we have enough school places for children is one of our priorities. The original proposal as consulted on, followed by the revised proposal on which a decision is sought have been brought forward to meet that need, and following the appropriate consultation we now seek to move them to the next stage. They would ensure that children in Leeds would have the best possible start to their learning, and so deliver our vision of Leeds as a child friendly city.
- 5.2 The response rate for this consultation is considerably less than that of the previous proposals (135 compared with 308). From the feedback received formally during the consultation and anecdotally during the consultation drop-ins and questions and answers session, this appears to be a more acceptable proposal for the majority of people who took the time to respond. Crucially the Governing Body and Senior Leadership Team of the school fully support the proposals, subject to mitigation of issues raised earlier in this report. This proposal also has support from School Council. The risk of not providing additional places in an area of such high need outweighs some of the concerns shared during the consultation bearing in mind the mitigations outlined in this report. On balance the revised proposal is strong and addresses the LA's statutory duty to provide sufficient primary places and to provide places close to where children live, allow improved accessibility to local and desirable school places, manage resources effectively and to reduce the risk of non-attendance.

## **6 Recommendations**

- 6.1 Executive Board is asked to:
- Approve the publication of a Statutory Notice on a proposal to permanently expand primary provision at Moor Allerton Hall Primary School from a capacity of 420 pupils to 630 pupils with an increase in the admission number from 60 to 90 with effect from September 2019;
  - Note that the previous proposals to form a through-school by joining together Moor Allerton Hall Primary School with Allerton Grange School and to expand primary provision as part of that through-school are not to be taken forward;
  - Approve the recommendation to exempt the decision from call-in for the reasons set out at 4.5.2; and
  - Note the responsible officer for implementation is the Head of Learning Systems.

## **7 Background documents<sup>1</sup>**

---

<sup>1</sup> The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.

7.1 None



# School Places Public consultation

On a proposal to

**Permanently expand Moor Allerton Hall Primary  
School**

**From September 2019**

Consultation dates: 23 March 2018 to 4 May 2018

This consultation document tells you the reasons for the consultation and explains the decision making process

**For your views to be taken into account please respond by 4pm on 4 May 2018**



## **The proposal we are asking you about**

To address the longer term need for additional primary school places in the local area, Leeds City Council is proposing that Moor Allerton Hall Primary School is permanently expanded on its existing site from 60 places (2 forms of entry (2FE)) to 90 places (3FE) in Reception from September 2019. The total number of children in the school would then increase year on year.

At this stage we have begun to develop an idea of how the existing site might accommodate the additional pupils however these plans are purely indicative and do not represent what a final design might look like. An option being considered is the potential to utilise the former New Highwood pub site as a relocation proposal for the Community Centre and the Children's Centre which could provide enhanced facilities for the community. We are engaging with the trustees of the Community Centre, Friends of Allerton Grange Fields and the Children's Centre to seek their views on this as part of this consultation.

We are asking that you consider the proposal set out in this booklet and would welcome your attendance at one of the public drop-in sessions that we will be holding to enable you to have your say and find out more.

## **The consultation process**

We are currently in the informal part of the consultation process. This will last until 4 May 2018 and during this time parents and carers, local residents and other interested parties will have the opportunity to share their views about the proposals with the council.

At this stage we are asking for your comments on the principle of Moor Allerton Hall Primary School increasing its capacity to allow for additional children. If the proposals were to progress to the planning stage there would be the opportunity to comment specifically about the build itself as part of any planning applications.

At this stage, we are asking stakeholders to tell us:

- Whether you agree or disagree with the proposal to expand the school; and
- What are the reasons for those views

The reasons for respondents' views will be summarised in a report, along with how any issues might be mitigated against or if further work is needed, and considered by the council's Executive Board. Executive Board as the decision maker would determine whether or not to continue to the formal part of consultation, known as the representation stage, at the start of which a statutory notice would be published. This stage is legally prescribed and has to last four weeks. During this time formal responses to the proposal, known as representations, can be made.

Following the end of the representation period any comments are again reported back to Executive Board who will then make a decision on whether or not to proceed. A decision has to be made within two months of the end of the four week period; if this is not done the Schools Adjudicator can make the final decision.

If, at this point, the decision is to proceed with the principle of making the change then the more physical elements are usually commissioned such as detailed design and cost reports, highways assessments, etc. The school and other key stakeholders are consulted as part of the design process. If planning permission is required this has its own consultation process and requires all local residents to have formal written notice.

## **Background**

### **Additional permanent places created previously**

In response to the pressure on primary school places in the Roundhay planning area over the past 6 years, the council has created 630 permanent places as shown below:

2012 – **Roundhay Through School** established, offering 60 places per year group at its primary campus off Elmete Lane, a total of 420 additional places created.

2016 – **Gledhow Primary School** expanded from 60 places per year group to 90, a total of 210 additional places created.

### **Additional bulge places created previously**

Bulge places, where a school admits additional children above its published admission number as a temporary increase were also offered as shown below:

2014 – **Roundhay Through School**: 30 additional Reception places

2015 – **Gledhow Primary School**: 30 additional Reception places

2015 – **Wigton Moor Primary School**: 30 additional Reception places

2015 – **Highfield Primary School**: 30 additional Reception places

2016 – **Talbot Primary School**: 30 additional Reception places

2017 – **Immaculate Heart of Mary Catholic Primary School**: 30 additional Reception places

2017 – **Moor Allerton Hall Primary School**: 30 additional Reception places

2018 - **Moor Allerton Hall Primary School**: 30 additional Reception places to be offered

### **The Free School application**

In 2015 The Fair Access Trust submitted a bid to open a free school in the Roundhay area and Leeds City Council deferred any alternative proposals whilst the project was developed. Due to significant planning and other issues the bid has now been withdrawn.

### **What happened with the previous consultation on a proposal to join together Allerton Grange School and Moor Allerton Hall Primary School to form a through-school for children aged 3-19 years?**

In October and November 2017 Leeds City Council consulted on a proposal to establish a through-school by joining together Allerton Grange School and Moor Allerton Hall Primary School. The proposed through-school included increasing the number of primary places from its current 60 per year to 120 places per year. The consultation ended on 29 November 2017 and the outcomes were reported to Leeds City Council's Executive Board on 7 February 2018.

During that consultation some parents were concerned about safeguarding issues related to primary-aged pupils sharing a site with older children, there were concerns that a 4 form entry (120 pupils) primary phase would not be a child-friendly environment and that there would be a detrimental impact on pupils accessing the Deaf and Hearing Impaired resource at Moor Allerton Hall Primary School. Concerns were also raised that an expansion to 120 pupils per year group

would negatively impact on traffic related issues in the local area. There were also a number of concerns raised about the potential negative impact on standards and the improvement journey for both schools, if a through-school were to be established. Some people suggested that the expansion of an existing school would be preferable to establishing a through-school in this area.

In response to concerns raised during the previous consultation, and following visits to Moor Allerton Hall Primary School to listen to the children, governors, and senior leadership team it was determined that a further round of consultation be undertaken. This was in order to gain the views of a wider range of stakeholders on a proposal to expand Moor Allerton Hall Primary School as a stand-alone three form entry school rather than as a through-school, prior to any final decisions being made.

## **Supporting information**

### **Roundhay Ward Demographics and the 'area of need'**

There are currently six primary schools within the Roundhay Ward providing a total of 360 places each year. However, as is already widely known, demographic data indicates that there is an ongoing need for up to two forms (60 places) of additional permanent provision because of significant and sustained population growth within this area and localised pressure on places in particular for those living nearest to Talbot Primary School known as the 'area of need'. Our projections for future primary school Reception years are based on methodology employing the actual number of 0-5 year old children living within the area and the application of historical attendance trends. This enables us to check whether we have enough provision within an area to meet the future demand for places. Moor Allerton Hall Primary School is situated within a reasonable distance of this area of pressure and would be well placed as an Admission Point to address additional demand.

### **Looking forward: Reception projections vs. potential future pupil admission numbers if the proposed expansion of Moor Allerton Hall Primary School was approved**

The graph below shows the number of children projected to require a school place within the Roundhay Ward in each Reception class year between 2018 and 2021 (current 0-5 year old cohorts) and demonstrates the scale of the challenge, with a current shortfall of up to 56 places each year. The graph also shows the total number of school places currently available at all schools in the Roundhay ward and the total number that would be available if the consultation proposal were to go ahead.

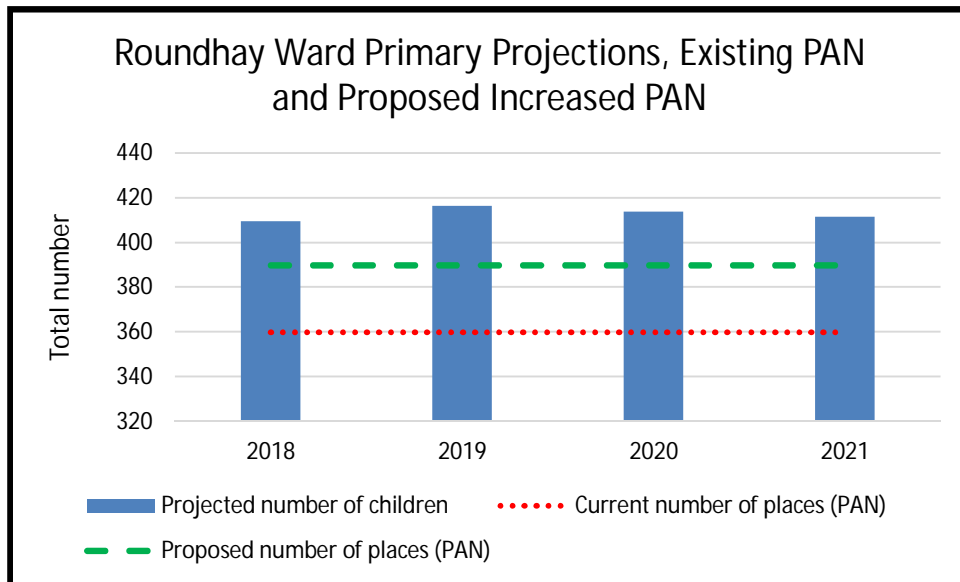
One of the main issues in this area is that there are not enough places at Talbot Primary School for all of the children who live closest to it and as a number of the other local schools are filled with their 'nearest' children and siblings it is difficult for some families living nearest to Talbot to access a place in local schools.

The Sufficiency and Participation Team has recently modelled additional places at Moor Allerton Hall Primary School and what the impact would be if families living nearest to Talbot Primary School also chose to preference a place at Moor Allerton Hall Primary School. We modelled places based on a published admission number of 90 at Moor Allerton Hall based on 2017 admissions data and found that all of the Talbot 'nearest' children would have received a reasonable offer of a school place within 2 miles. If more families were to preference Moor Allerton Hall Primary School, fewer offers would be made to children living outside of the Moortown/Roundhay area and the sibling impact would be reduced.



Although up to 2 forms of entry (FE) of additional places appear necessary in the Roundhay ward, the recent modelling has shown that the way the admission criteria work also impact on the ability of parents to gain a place at a preferred school.

Catchment areas were set as part of the determination of admission policy for community secondary schools in 2016, based on their nearest priority. Over the next few months we will model potential options for introducing Primary School catchment areas in order to determine whether it is appropriate to consider this for future consultation processes.



### How is the current proposal different to the proposals that were consulted on in October/November 2017?

- The current proposal only affects Moor Allerton Hall Primary School. Allerton Grange School would not be affected and would continue to operate as an 11-18 secondary school. Both schools would continue to operate independently of each other and a through-school would not be established, although the links that already exist between the two schools would continue.
- Under the current proposal Moor Allerton Primary School would not close and the resource for Deaf and Hearing Impaired Children would continue to operate on its existing site.
- The existing leadership and management of Moor Allerton Hall Primary School would continue, however additional staff would be required at the school if it were to expand.
- Initial design work suggests that an expansion of Moor Allerton Hall Primary School to 3FE is possible on its existing site.
- Use of the former North East City Learning Centre (CLC) building is not part of the current proposal.
- An option being considered is the potential to utilise the former New Highwood pub site as a relocation proposal for the Community Centre and the Children’s Centre. We are engaging with the trustees of the Community Centre, Friends of Allerton Grange Fields and the Children’s Centre to seek their views on this as part of this consultation, working in partnership to deliver a proposal that meets the needs of users.
- The current proposal would create an additional 30 places in Reception whereas the previous proposals included 60 additional Reception places.

## **Questions and Answers**

### **What is Leeds City Council's duty in relation to the availability of school places?**

The Education Act 1996 places a duty on local authorities to ensure there are sufficient school places for all children living in its area. The local authority (LA) is also required to promote choice and diversity, and therefore must also ensure that there are a range of options available to parents.

### **Delivery of accommodation to support the proposed expansion of Moor Allerton Hall Primary School**

An option being considered is the potential to utilise the former New Highwood pub site as a relocation proposal for the Community Centre and the Children's Centre. We are engaging with the trustees of the Community Centre, Friends of Allerton Grange Fields and the Children's Centre to seek their views on this as part of this consultation.

Early indications are that it is possible to expand the school on its existing site. The school and other interested parties would be consulted as the design of any building work took shape. If planning permission was required this has its own consultation process and requires all local residents to have formal written notice and the opportunity to comment on any plans.

### **Will the Deaf and Hearing Impaired provision remain?**

Provision for children who are deaf and hearing impaired currently at Moor Allerton Hall and Allerton Grange School would continue to operate as it does now. Any build solution, which may include the remodelling of existing buildings or new buildings, would replicate the existing provision in the school e.g. sound fields in each classroom. As part of this consultation we will be inviting parents and carers of deaf and hearing impaired children who currently access Moor Allerton Hall Primary School to a meeting during the consultation period to discuss further.

### **How would additional traffic and parking issues be addressed?**

Planning approval requires officers from the Highways Team to formally comment on all applications. Measures identified by the Highways Team as a requirement for approval, would be incorporated in the scheme of works. A full transport assessment would be carried out to identify any off site traffic calming measures that may be needed as well as onsite parking requirements. Air quality would also be considered as part of the proposals.

### **Will stakeholders be able to see the plans for the additional accommodation?**

Yes, drop-in sessions would be arranged as part of the design and planning stage, where more detailed drawings would be available to for stakeholders to comment on.

### **How will you ensure there is no detrimental impact on the educational attainment of the children already at the school?**

The Leeds City Council Learning Improvement team will continue to work with Moor Allerton Hall Primary School, and other partners, to ensure that the progress already made by the leadership and staff at the school continues and that outcomes for children will rise further. We are confident at the next inspection that Ofsted will see a Good School and judge it accordingly.

### **What practical arrangements will be in place for lunches, assemblies etc?**

We will be working very closely with the school on the design, and the arrangements for lunches, assemblies etc. would be decided by the school to make best use of the available space. In other

schools measures such as staggered play and lunch times have been used to ensure that smaller numbers of pupils make use of shared spaces at any one time.

The numbers of pupils within the school would grow year on year so there would be time for existing children to adjust to the changes. Children coming into the school would be coming in under the new arrangements.

**How will funding be provided, if the proposal goes ahead, to recruit experienced, new staff for a larger school?**

Funding for schools is set by central government on a per pupil basis. However where we expand schools there is additional top up funding available for the first year to ensure the school has the support necessary.

**Will there be more before and after school provision provided?**

A private provider ‘Child Seasons’ currently runs the before and after school provision from within the primary school building. Additional primary aged children are likely to result in an increased demand for wrap-around care and if the proposals were to progress, we would discuss options for increasing provision with the provider and the school.

**How to put your views forward**

We are holding a series of drop-in sessions and a public meeting so that local residents, parents and other interested parties can come along to find out more about the proposals, ask questions and share their views with us. Please come along to one or more of the sessions below.

Please let us know if you require an interpreter to attend any of the sessions.

**All meetings will be held at Moor Allerton Hall Primary School.**

Session Type	Date	Time
<b>Drop-in session</b> please attend any time between 9.00am-10.00am	Wed 28 Mar 2018	From 9.00am
<b>Drop-in session</b> please attend any time between 3.30pm-4.30pm	Tues 17 April 2018	From 3.30pm
<b>Drop-in session and public meeting</b> As part of the drop-in there will be a formal questions and answers session starting at 6.30pm	Thurs 19 April 2018	From 5.30pm

**Responses can be made in the following ways:**

Use our on-line survey at: <https://surveys.leeds.gov.uk/s/MoorAllertonHallConsultation/>

Complete a consultation response form (provided in this booklet and available at the drop-in sessions) and:

- Hand it in during a drop-in event;
- Leave it with the school office;
- Email it to [educ.school.organisation@leeds.gov.uk](mailto:educ.school.organisation@leeds.gov.uk); or
- Post it to Sufficiency and Participation Team, Leeds City Council, PO Box 837, 7<sup>th</sup> Floor East, Merrion House, 110 Merrion Centre, LEEDS, LS2 8BB

Post a response on the Leeds City Council WordPress site (discussion forum):  
<https://leedsschoolplaceplanning.wordpress.com/category/roundhay/>

This booklet, along with information on the progress of the proposal, is available at:  
<http://www.leeds.gov.uk/residents/Pages/Currentschoolsconsultation.aspx>

**All responses to this consultation must be submitted no later than 4pm on 4 May 2018**

### What are the next steps of this process?

Date	Key event
23 March 2018	6 week consultation phase begins. An opportunity to submit views/responses and attend information drop-in sessions
4 May 2018	Consultation ends at 4pm
27 June 2018	The earliest date that a report summarising the consultation stage could be considered by Executive Board for them to decide whether the proposal can proceed
9 July 2018	The earliest date that Statutory notices could be published (if approval is given) followed by a four week representation period
September 2018	The earliest date that a report could be considered by Executive Board for them to make its final decision on the proposal
September 2019	The date when additional primary places would be available if the proposals were approved

### Glossary

<b>Executive Board</b>	The decision making body of Leeds City Council, formed by the Leader of the Council and nine other executive Members. Representatives of all political parties attend the Executive Board
<b>Form of entry (FE)</b>	Primary schools are organised around classes of 30 pupils. A one form of entry school has seven year groups of 30 pupils; a two form of entry school has seven year groups of 60 pupils each
<b>Reception class</b>	This is the first year group for children starting primary school in the year they will reach 5 years old
<b>Stakeholder</b>	Someone who has an interest in the proposal e.g. parent, member of staff, member of local community group, local resident
<b>Statutory notice period or statutory notice</b>	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
<b>Bulge cohort</b>	Where a school admits additional children above its published admission number as a temporary increase – these are usually additional groups of 15 or 30 children
<b>Schools Adjudicator</b>	The Office of the Schools Adjudicator (OSA) helps to clarify the legal position on admissions policies in schools and are responsible for settling disputes over school organisation proposals

If you do not speak English and need help in understanding this booklet, you or a friend can telephone **0113 3785945** and ask for this to be arranged. We will then contact an interpreter. We can assist with any language and there is no charge for interpretation. If any of the information is required in large print/braille/ audio tape/CD please contact us.

### Arabic:

إن كنت لا تتحدث باللغة الإنجليزية وتحتاج لمساعدة لفهم هذا المستند؛ الرجاء الاتصال بالهاتف على الرقم أدناه، واذكر اسم لغتك. حينئذ، سوف نطلب منك أن تنتظر على الخط حتى نتصل بمترجم.

### Bengali:

যদি আপনি ইংরেজীতে কথা বলতে না পারেন এবং এই দলিলটি বুঝতে পারার জন্য সাহায্যের দরকার হয়, তাহলে দয়া করে নিচের নম্বরে ফোন করে আপনার ভাষাটির নাম বলুন। আমরা তখন আপনাকে লাইনে থাকতে বলে কোন দোভাষীর (ইন্টারপ্রিটার) সাথে যোগাযোগ করব।

### Cantonese:

如你不懂說英語而需要協助以明白本文件，請致電下列電話號碼並說明你的母語。我們將會請你稍候以聯絡口譯員。

### Farsi:

اگر شما به زبان انگلیسی صحبت نمی کنید و برای فهمیدن این مدرک نیاز به کمک دارید، لطفاً به شماره زیر تلفن کرده و نام زبان خود را ذکر نمایید. ما سپس از شما خواهیم خواست که تلفن را نگهدارید تا با مترجم تماس بگیریم.

### Hindi:

यदि आप इंग्लिश नहीं बोलते हैं और इस दस्तावेज़ को समझने में आपको मदद चाहिए, तो कृपया नीचे दिए गए नंबर पर फ़ोन करें और अपनी भाषा का नाम बोलें। उसके बाद जब तक हम किसी दुभाषिण (इंटरप्रिटर) से संपर्क करेंगे, हम आपको होल्ड पर रखेंगे।

### Punjabi:

ਜੇਕਰ ਤੁਸੀਂ ਇੰਗਲਿਸ਼ ਨਹੀਂ ਬੋਲਦੇ ਅਤੇ ਤੁਹਾਨੂੰ ਇਸ ਦਸਤਾਵੇਜ਼ ਨੂੰ ਸਮਝਣ ਲਈ ਸਹਾਇਤਾ ਚਾਹੀਦੀ ਹੈ ਤਾਂ ਕਿਰਪਾ ਕਰਕੇ ਹੇਠਾਂ ਵਾਲੇ ਨੰਬਰ ਤੇ ਟੈਲੀਫੋਨ ਕਰੋ ਅਤੇ ਆਪਣੀ ਜ਼ਬਾਨ ਦਾ ਨਾਂ ਦੱਸੋ। ਫੇਰ ਅਸੀਂ ਤੁਹਾਨੂੰ ਇੰਤਜ਼ਾਰ ਕਰਨ ਲਈ ਕਹਾਂਗੇ ਤਾਂ ਜੋ ਅਸੀਂ ਕਿਸੇ ਇੰਟਰਪਰੈਟਰ (ਦੁਭਾਸ਼ੀ) ਨਾਲ ਸੰਪਰਕ ਕਰ ਸਕੀਏ।

### Kurdish:

گەر زماڤی ئینگلیزی نازانیت و بیویستت به هاوکاریه له تیگه‌یشتنی ئەم به‌لگه‌نامه‌یه‌دا، تکایه ته‌له‌فۆن بۆ ژماره‌که‌ی خواره‌وه بکه و زماڤی ئاخاوتنی خۆت بلی. ئیهمه‌ش تۆ راده‌گرین له‌سه‌ر ته‌له‌فۆنه‌که‌ تا وه‌رگێڕیکی زماڤت بۆ دابین ده‌که‌ین.

**Tigrinya:**

እንግልሽ ዘይትዛረብ/ብ, እንተኸንካ/ኪ, እሞ ነዚ ደኩመንት'ዚ/ሰነድ'ዚ ንምርዳእ ኣገዝ ምስ ዘድልዩካ/ኪ ቋንቋኻ/ኸ, ብምሕባር ኣብ'ዚ ኣብ ታሕቲ ተገሊጹ ዘሎ ቁጽሪ ተሌፎን ደውለልና/ደውልልና:: ብድሕሪኡ ንሕና ኣስተርጓሚይ ክሳብ ንረክብ ኣብ መስመር ክነጸብዩካ/ኪ ኢና::

**Urdu:**

اگر آپ انگریزی نہیں بولتے ہیں اور اس دستاویز کو سمجھنے کیلئے آپ کو مدد کی ضرورت ہے تو براہ مہربانی نیچے دیئے گئے نمبر پر ٹیلی فون کریں اور اپنی زبان کا نام بتائیں۔ اس کے بعد ہم آپ سے انتظار کرنے کا کہہ کر آپ کیلئے کسی ترجمان سے رابطہ کریں گے۔

**Czech:**

Jestliže nemluvíte anglicky a potřebujete, aby vám někdo pomohl vysvětlit tento dokument, prosím zavolejte na níže uvedené číslo a uveďte svůj jazyk. Potom vás požádáme, abyste nepokládal(-a) telefon a mezitím zkontaktujeme tlumočnicka.

**French:**

Si vous ne parlez pas anglais et que vous avez besoin d'aide pour comprendre ce document, veuillez téléphoner au numéro ci-dessous et indiquez votre langue. Nous vous demanderons d'attendre pendant que nous contactons un(e) interprète.

**Polish:**

Jeżeli nie mówią Państwo po angielsku i potrzebują pomocy w zrozumieniu tego dokumentu, prosimy zadzwonić pod poniższy numer telefonu. Po podaniu nazwy swojego ojczystego języka prosimy poczekać – w tym czasie będziemy kontaktować się z tłumaczem.

**Slovak:**

Ak nehovoríte anglicky a potrebujete, aby vám niekto pomohol vysvetliť tento dokument, prosím zavolať na nižšie uvedené číslo a uveďte svoj jazyk. Potom vás požiadame, aby ste nepokladali telefón a medzitým skontaktujeme tlmočnicka.

**Somali:**

Haddii aadan af Ingiriiska ku hadlin una baahan tahay in fahamka dukumentigan lagugu caawino, fadlan soo wac lambarka teleefoonka hoose oo magaca sheeg luqaddaadag. Ka dib baan kugu oran doonaa sug inta aan turjumaan la xiriireyno.

**Romanian:**

Dacă nu vorbiți limba engleză și aveți nevoie de ajutor în înțelegerea acestei broșuri, puteți suna la 0113 3785945 și cereți ca această broșură să fie tradusă în limba dvs. de către un interpret.

Putem oferi asistență în orice limbă și traducerea este gratuită. Dacă oricare dintre informații este solicitată în format mare de imprimare / alfabetul braille / banda audio / CD, vă rugăm să ne contactați.

## Consultation Response Form

A proposal to permanently expand Moor Allerton Hall Primary School Moor Allerton Hall Primary School from 60 places (2 forms of entry) to 90 places (3 forms of entry) in Reception from September 2019

**Please tell us who you are:**

- Parent/carer of a child at Moor Allerton Hall Primary School
- Parent/carer of a child due to start school in 2018 or after
- Pupil at Moor Allerton Hall Primary School
- School Governor at Moor Allerton Hall Primary School
- Member of staff at Moor Allerton Hall Primary School
- Member of staff at another school
- Local resident
- Councillor (Elected Member)
- Other (please state): \_\_\_\_\_

**Survey Questions:**

**Q1 Do you support or oppose the proposal to permanently expand Moor Allerton Hall Primary School from 60 places (2 forms of entry) to 90 places (3 forms of entry) in reception from September 2019?**

- Strongly Support    Somewhat Support    Somewhat Oppose    Strongly Oppose  
 Not sure

Please tell us about the reason(s) why you support the proposal (you may continue on a separate sheet if required):

Please tell us about why you oppose the proposal or are concerned about it (you may continue on a separate sheet if required):

**Q2 How useful was the information we provided to you in this public consultation?**

- Very useful
- Quite useful
- Slightly useful
- Not useful at all
- Not sure / not applicable

Comments about your experience of taking part in this public consultation:

**About you**

We would like to know a little more about you. This is so we can be sure we are hearing from a wide range of people from different backgrounds and better understand what you tell us. Answering these questions will also help us consider how our policies affect people from different backgrounds; we have a legal duty to do this under the Equality Act 2010.

**How old are you?**

- 0-15
- 16-24
- 25-34
- 35-44
- 45-54
- 55-64
- 65-74
- 75-84
- 85+
- Prefer not to say

**What best describes your gender?**

- Male
- Female
- Prefer to self-describe



**What is your ethnic group?**

**White**

- English / Welsh / Scottish / Northern Irish / British       Irish  
 Gypsy or Irish Traveller       Any other White background

**Mixed / Multiple ethnic groups**

- White and Black Caribbean       White and Black African       White and Asian  
 Any other Mixed / Multiple ethnic background

**Asian / Asian British**

- Indian       Pakistani       Bangladeshi       Kashmiri       Chinese  
 Any other Asian background

**Black / African / Caribbean / Black British**

- African       Caribbean       Any other Black / African / Caribbean background

**Other ethnic group**

- Arab       Any other ethnic group

If you selected an 'any other' option then please describe your ethnic group:

**Thinking about sexual orientation, which of the following options best describes how you think of yourself?**

- Heterosexual or Straight       Gay or Lesbian       Bisexual       Other

**Which of the following best describes your disability or disabilities?**

- No disability  
 Physical impairment (such as using a wheelchair to get around and / or difficulty using your arms)  
 Visual impairment (such as being blind or partially sighted)  
 Hearing impairment (such as being deaf or hard of hearing)  
 Mental health condition (such as depression or schizophrenia)  
 Learning disability (such as Downs syndrome or dyslexia) or cognitive impairment (such as autism or head-injury)  
 Long-standing illness or health condition (such as cancer, HIV, diabetes, chronic heart disease, or epilepsy)  
 Other (please describe):

**What is your religion?**

- No religion       Christian (including Church of England, Catholic, Protestant and all other Christian denominations)       Buddhist       Hindu  
 Jewish       Muslim       Sikh       Any other religion (please describe):

### **Do you consider yourself to be a carer?**

A 'carer' is someone who looks after or gives help or support to family members, friends, neighbours or others on an unpaid basis because of either: long-term physical or mental ill health/disability, problems related to old age, substance misuse/dependency.

Yes  No

### **Contact details**

We will use your contact details to send you updates about this consultation unless you choose to opt out. If you wish to opt out please select the option below.

I wish to opt out of receiving updates about this consultation

Name:

Email address:

Postcode:

### **When you have completed your form you can:**

Hand it in during one of our Drop-In events – details available via <http://www.leeds.gov.uk/residents/Pages/Currentschoolsconsultation.aspx>

Leave it with the Moor Allerton Hall Primary School Office on or before 4pm on 4 May 2018

Email to: [educ.school.organisation@leeds.gov.uk](mailto:educ.school.organisation@leeds.gov.uk)

Post it to: Sufficiency and Participation Team, Leeds City Council, PO Box 837, 7<sup>th</sup> Floor East, Merrion House, 110 Merrion Centre, LEEDS, LS2 8BB

### **Data Protection Act 1998**

Under the terms of the Data Protection Act 1998 we must inform you of the following.

Leeds City Council is 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.

As a public authority we need to ensure that all our strategies, policies, service and functions, both current and proposed have given proper consideration to equality, diversity, cohesion and integration.

A **screening** process can help judge relevance and provides a record of both the **process** and **decision**. Screening should be a short, sharp exercise that determines relevance for all new and revised strategies, policies, services and functions. Completed at the earliest opportunity it will help to determine:

- the relevance of proposals and decisions to equality, diversity, cohesion and integration.
- whether or not equality, diversity, cohesion and integration is being/has already been considered, and
- whether or not it is necessary to carry out an impact assessment.

<b>Directorate:</b> Children's Services	<b>Service area:</b> Sufficiency and Participation
<b>Lead person:</b> Richard Amos	<b>Contact number:</b> 0113 3787232

**Title: Assessing the consultation process of the proposal to join together Moor Allerton Hall Primary School and Allerton Grange High School and to expand Primary Provision from September 2018**

Is this a:

**Strategy / Policy**
                 
  **Service / Function**
                 
  **Other**

**If other, please specify**

**This proposal looks to solve an issue of insignificant school places in the area.**

**2. Please provide a brief description of what you are screening**

The Education Act 1996 places a duty on local authorities to ensure there are sufficient school places for all children living in its area. The local authority (LA) is also required to promote choice and diversity, and therefore must also ensure that there are a range of options available to parents.

Since 2012 several schools within the Roundhay ward and surrounding wards have either permanently expanded or have had additional accommodation added to their sites by way of temporary/bulge increases. Leeds City Council (LCC) has created an additional 630 permanent primary school places (90 places per year group) in the Roundhay area to address an ongoing demand for places. Demographic data indicates that there is an ongoing need for up to two forms (60 places) of additional permanent provision because of significant and sustained population growth within this area and localised pressure on places.

As previously mentioned, several schools within the Roundhay ward and surrounding wards have either already permanently expanded or have had additional accommodation added to their site as part of a short term temporary/bulge increase. Other schools simply don't have a site large enough to expand and therefore options to create additional local places, have been limited.

In 2015 The 'Fair Access Schools Trust' submitted a bid to open a free school in the Roundhay area and Leeds City Council deferred any alternative proposals whilst the project was developed. In the summer of 2017 following Government announcements about changes to the free school budget nationally the Regional Schools Commissioner asked the council to self-deliver the free school project. A lack of clarity around what 'self-delivery' meant and a major shortfall in funding for the scheme from the Education and Skills Funding Agency alongside significant planning issues made it unlikely that the Trust would be in a position to provide the required places in Roundhay for September 2018. In light of these issues the council sought an alternative solution to provide good school places within walking distance of the families who need them.

For these reasons, a consultation on proposals to join together Moor Allerton Hall Primary School (PS) with Allerton Grange School as a through-school and to expand primary school provision within the through-school took place from 12 October to 29 November 2017 to seek the views of stakeholders. However in response to concerns raised during that consultation, the Ofsted inspection of Allerton Grange School which happened during the consultation and following visits to Moor Allerton Hall PS to listen to the children, governors, and senior leadership team, it was determined by Executive Board that a further round of consultation be undertaken. This was in order to gain the views of stakeholders on a proposal to expand Moor Allerton Hall PS as a stand-alone three form entry school before any decisions were made. It should be noted that due to significant planning and other issues the free school bid was withdrawn in January 2018.

On that basis a consultation on a proposal to permanently expand Moor Allerton Hall PS on its existing site from a capacity of 420 pupils to 630 pupils with an increase in the admission number from 60 to 90 with effect from September 2019 was held from 23 March 2018 to 4 May 2018 to understand the views of parents, local residents and other stakeholders.

This screening form looks at the equality considerations that have taken place in order to ensure that the consultation and stakeholder engagement process that is required for this proposal is fair and addresses equality, diversity, cohesion and integration from the outset and throughout.

### **3. Relevance to equality, diversity, cohesion and integration**

All the council's strategies and policies, service and functions affect service users, employees or the wider community – city wide or more local. These will also have a greater or lesser relevance to equality, diversity, cohesion and integration.

The following questions will help you to identify how relevant your proposals are.

When considering these questions think about age, carers, disability, gender reassignment, race, religion or belief, sex, sexual orientation. Also those areas that

impact on or relate to equality: tackling poverty and improving health and well-being.		
Questions	Yes	No
Is there an existing or likely differential impact for the different equality characteristics?		x
Have there been or likely to be any public concerns about the policy or proposal?	x	
Could the proposal affect how our services, commissioning or procurement activities are organised, provided, located and by whom?	x	
Could the proposal affect our workforce or employment practices?		x
Does the proposal involve or will it have an impact on <ul style="list-style-type: none"> <li>• Eliminating unlawful discrimination, victimisation and harassment</li> <li>• Advancing equality of opportunity</li> <li>• Fostering good relations</li> </ul>	x	

If you have answered **no** to the questions above please complete **sections 6 and 7**

If you have answered **yes** to any of the above and;

- Believe you have already considered the impact on equality, diversity, cohesion and integration within your proposal please go to **section 4**.
- Are not already considering the impact on equality, diversity, cohesion and integration within your proposal please go to **section 5**.

<b>4. Considering the impact on equality, diversity, cohesion and integration</b>
<p>If you can demonstrate you have considered how your proposals impact on equality, diversity, cohesion and integration you have carried out an impact assessment. Please provide specific details for all three areas below (use the prompts for guidance).</p> <ul style="list-style-type: none"> <li>• <b>How have you considered equality, diversity, cohesion and integration?</b> (<b>think about</b> the scope of the proposal, who is likely to be affected, equality related information, gaps in information and plans to address, consultation and engagement activities (taken place or planned) with those likely to be affected)</li> </ul> <p>The proposal is to permanently expand Moor Allerton Hall PS on its existing site from a capacity of 420 pupils to 630 pupils with an increase in the admission number from 60 to 90 with effect from September 2019. The demographics of the area were considered in developing the proposal, along with parental preference trends, and projections, and it was concluded that additional capacity is required. The types of schools in the area were also considered, to ensure LCC adheres to its legal duty of ensuring parents are offered choice and diversity.</p> <p>We have consulted with stakeholders through the informal/pre-consultation, which took place from 23 March 2018 to 4 May 2018. The 'normal' length of time to run a pre-consultation is four weeks however we extended this to six weeks due to the school holidays which occurred during the consultation period. This was to ensure maximum engagement. During this period we consulted with various stakeholders, including; parents and carers of pupils including a separate meeting with parents/carers of children who are deaf and</p>

hearing impaired, pupils, governors and staff at the school, nearby schools, the Diocese, local community centre, children's centre, Councillors, MP and local residents including local community groups.

To ensure maximum engagement with families we asked the schools to promote the consultation on the proposals through their usual methods of communication such as the school website, texts and any newsletters. In order to engage the wider community in the consultation, we promoted it through posters in the local area; a leaflet drop to over 4000 houses; letters posted to local residents and leaflets being shared with local early years providers. Emails were also sent out with information about the consultation to local organisations and community groups along with the National Children's Deaf Society. There were also a number of digital promotions including via Leeds City Council Social media, school place planning word-press blog and Leeds City Council website.

As part of a previous consultation about potential sites for a free school in the Roundhay area, and following the recent consultation about the idea of joining Moor Allerton Hall PS with Allerton Grange School, a number of stakeholders asked to be kept updated on progress. As this consultation followed on from these we contacted all of the stakeholders for whom contact details were held to inform them of these new proposals. This meant that a wide cross-section of the local community had the opportunity to comment on these proposals.

Informal consultation drop in sessions took place to provide the opportunity for stakeholders to meet council officers, ask questions and to tell us what they thought of the proposal. In order to enable productive discussions at these sessions, representatives from a number of different Leeds City Council (LCC) teams attended. These included:

- Sufficiency and participation team – responsible for monitoring the need for school places in an area and planning the provision that meets that need;
- City Development service – responsible for planning the buildings required for school places;
- Highways team – responsible for assessing the highways impact of proposals and producing transport statements for planning purposes;

These sessions were planned at school drop off and pick up times and an evening meeting also took place to assist working parents/carers and residents. There was also a formal questions and answers session that was held as part of the evening drop-in which was held as a result of feedback from parents and governors during the previous consultation.

Documents used during the consultation were available at the school and from their website and the council's webpage. These documents could be requested in different languages. We were aware from the previous consultation that there are a number of families with children at the school that speak Urdu and Punjabi. The full consultation document including the response form was translated into both languages which were available on the Leeds City Council website, the school website, at the school via hard copies and were also provided at the drop-ins.

In order to support people with English as a second language at consultation drop-ins, LCC officers were available to discuss the proposal, answer queries and assist with completing the consultation feedback form. This assistance can range from fully filling in the form on

their behalf, after confirming their views or just talking through with them and ensuring they are comfortable to complete the form. People were also able to take the form away to complete with family or friends.

Moor Allerton Hall PS has specialist Deaf and Hearing Impaired (DAHI) provision, and a request was made for a British Sign Language (BSL) interpreter to attend one of the drop-in sessions, which was provided. Parents and carers of children accessing the DAHI provision were also offered the opportunity to attend an additional meeting with a member of the school place planning and city development teams to discuss how this proposal may affect their children and families personally. This meeting went ahead during the consultation period and following this discussion, parents and carers were able to formally respond with their views.

The views of the National Deaf Children's Society were actively sought during the consultation and a formal response was received containing recommendations which will be considered should the proposals go ahead.

In order to engage school pupils in the consultation and enable them to have a voice in the proposal which has an impact on their lives, we arranged a school council meeting. Child friendly feedback forms were developed in order to enable those pupils to understand the questions in plain English and respond. The school council representatives were asked to speak to their peers in their classes prior to the meetings in order to feedback any questions or comments they may have as their class representatives.

Stakeholders were able to give their views on the proposals by completing a consultation response form available from the school office, online or at the drop in sessions, via email, or via an online survey. The length of consultation and the variety of methods in which people could respond to the consultation were intended to make the consultation open to all and was in line with DfE guidance.

An option being considered is the potential to utilise the former New Highwood pub site. The freehold for the pub site is owned by LCC and the leasehold for the building was recently purchased. The site has been allocated to support the proposed development of Moor Allerton Hall PS and curriculum requirements necessary to expand to 3FE. Our preferred option is to relocate the Children's Centre which sits currently within the existing school building and the Community Centre which is located next to the existing school building, onto the pub site. Although agreements have not been formalised, positive conversations are ongoing with the Trustees of the Community Centre and the Children's Centre to seek their views, and we are working in partnership to deliver a proposal that meets the needs of the community.

- **Key findings**

**(think about** any potential positive and negative impact on different equality characteristics, potential to promote strong and positive relationships between groups, potential to bring groups/communities into increased contact with each other, perception that the proposal could benefit one group at the expense of another)

This consultation was planned thoroughly, with consideration of the variety of ways in which the proposal can affect different stakeholders in differing ways. In order to ensure a thorough consultation with maximum engagement, consideration was given to; the length of

the consultation period, the timings of the drop-ins, the communication channels and the promotion of the consultation.

The volume of responses throughout the consultation, attendance rates at the consultation drop in events as well as other stakeholder consultation meetings is encouraging to the team that the consultation was accessible and well promoted. Engagement in the consultation has been from a wide variety of stakeholders, which has included key groups that would be most affected by the proposal, such as pupils, parents, staff, governors and residents from the local community.

Care was taken to ensure Equality, Diversity, Cohesion and Integration was considered throughout, and the consultation methods were tailored to meet the needs of people from protected characteristic groups.

Equality and Diversity monitoring questions were included on the response form and on-line survey in order to assess the engagement of those with protected characteristics in order to ensure the consultation process was open to all.

From this screening form the sufficiency and participation team found that this consultation managed to successfully engage with a range of people. These include:

#### Young people

Staff from Leeds City Council had a meeting with school council in order to enable the young people affected by the proposal to have a voice in the consultation. At the meeting the school council representatives were able to ask a number of questions to council staff from different departments, as at the consultation drop-ins. They were also able to share their comments about the proposal and given the opportunity to complete a child friendly feedback form, which made it more accessible to younger pupils. A summary of their comments in relation to the consultation is included in the report to Executive Board.

#### Black and Minority Ethnic (BME) communities

Moor Allerton Hall Primary School identified Punjabi and Urdu as key languages spoken by their school community and in order to enable those families to engage in the consultation translated documents were made available through various channels as noted above.

#### Deaf and Hearing Impaired (DAHI)

Moor Allerton Hall PS has specialist Deaf and Hearing Impaired (DAHI) provision. Parents and carers of children accessing the DAHI provision were offered the opportunity to attend a meeting with a member of the school place planning and city development teams to discuss how this proposal may affect their children and families personally. This meeting went ahead during the consultation period and following this discussion, parents and carers were able to formally respond with their views. A request was made for a British Sign Language (BSL) interpreter to attend one of the drop-in sessions, which was provided.

The views of the National Deaf Children's Society were actively sought during the consultation and a formal response was received containing recommendations which will be considered should the proposals go ahead.



- **Actions**

(**think about** how you will promote positive impact and remove/ reduce negative impact)

Following the close of the consultation period, we will:

- Summarise the feedback from all respondents in a report to Executive Board;
- Keep all key stakeholders up to date on any developments regarding this proposal;
- Publish any updates on the Leeds City Council website for anyone to view; and
- Provide updates to those who requested updates on their consultation response forms.

Should the proposal progress to the Statutory Notice stage, we would:

- Follow DfE guidance on publishing a Statutory Notice;
- Publish the Statutory Notice on the Leeds City Council website;
- Request that Moor Allerton Hall PS publish the Notice on their own website; and
- Share the details of the Statutory Notice with key stakeholders

**5. If you are not already considering the impact on equality, diversity, cohesion and integration you will need to carry out an impact assessment.**

Date to scope and plan your impact assessment:	
Date to complete your impact assessment	
Lead person for your impact assessment (Include name and job title)	

**6. Governance, ownership and approval**

Please state here who has approved the actions and outcomes of the screening

Name	Job title	Date
Richard Amos	Sufficiency and Participation Manager	14 May 2018
<b>Date screening completed</b>		14 May 2018

**7. Publishing**

Though **all** key decisions are required to give due regard to equality the council **only** publishes those related to **Executive Board, Full Council, Key Delegated Decisions** or a **Significant Operational Decision**.

A copy of this equality screening should be attached as an appendix to the decision making report:

- Governance Services will publish those relating to Executive Board and Full Council.
- The appropriate directorate will publish those relating to Delegated Decisions and Significant Operational Decisions.
- A copy of all other equality screenings that are not to be published should be sent to [equalityteam@leeds.gov.uk](mailto:equalityteam@leeds.gov.uk) for record.

Complete the appropriate section below with the date the report and attached screening was sent:	
For Executive Board or Full Council – sent to <b>Governance Services</b>	Date sent:
For Delegated Decisions or Significant Operational Decisions – sent to appropriate <b>Directorate</b>	Date sent:
All other decisions – sent to <a href="mailto:equalityteam@leeds.gov.uk">equalityteam@leeds.gov.uk</a>	Date sent:

## Statutory proposals for a prescribed alteration

### School and Local Authority details:

**School:** Moor Allerton Hall Primary School, Lidgett Lane, Leeds, LS17 6QP.  
**Local Authority:** Leeds City Council, The Director of Children and Families, PO Box 837, Sufficiency and Participation Team, Children and Families, Leeds, LS1 9PZ

### Description of alteration:

The proposal is to permanently increase the capacity of Moor Allerton Hall Primary School (PS) from 420 to 630 pupils with effect from 1 September 2019. The current admission number for the school is 60 into Reception each year (aged from four) and the proposed admission number for Reception each year is 90 (aged from four). This permanent increase would apply to Reception classes from September 2019 and it would therefore take several years for the school to reach its full capacity. It should be noted that the school has already admitted additional children into its reception class in 2017 and 2018 and therefore is already part of the way towards the upper limit of 630 pupils that this proposal recommends.

The school will expand on its existing site and some additional building and/or remodelling of existing buildings will be required. This will be phased in agreement with the school, and be subject to the normal planning permission process. In addition to this an option being considered is the potential to utilise the former New Highwood pub site. The freehold for the pub site is owned by Leeds City Council and the leasehold for the building was recently purchased. The site has been allocated to support the proposed development of Moor Allerton Hall PS and curriculum requirements necessary to expand to 3 forms of entry (FE). Our preferred option is to relocate the Children's Centre which sits currently within the existing school building and the Community Centre which is located next to the existing school building, onto the pub site. Although agreements have not been formalised, positive conversations are ongoing with the Trustees of the Community Centre and the Children's Centre to seek their views, and we are working in partnership to deliver a proposal that meets the needs of the community.

### Evidence of demand:

Since 2012 several schools within the Roundhay ward and surrounding wards have either permanently expanded or have had additional accommodation added to their sites by way of temporary/bulge increases. Leeds City Council (LCC) has created an additional 630 permanent primary school places (90 places per year group) in the Roundhay area to address an ongoing demand for places. Demographic data indicates that there is an ongoing need for additional permanent provision due to significant and sustained population growth within this area and localised pressure on places.

One of the main issues in this area is that there are not enough places at Talbot Primary School (PS) for all of the children who live closest to it. A number of the other local schools are filled with siblings and their own 'nearest' children making it difficult for some families living nearest to Talbot PS to access a place either at Talbot PS or at most of the other local schools.

Moor Allerton Hall PS is situated within a reasonable distance of this area of pressure and would be well placed as an Admission Point to address additional demand. The Sufficiency and Participation Team has recently modelled what the impact would have been if families

living nearest to Talbot PS had chosen to preference a place at Moor Allerton Hall PS as one of their preferences. Places were modelled using 2017 admissions data based on a published admission number of 90 at Moor Allerton Hall PS and it should be noted that not all of the families living nearest to Talbot PS chose to preference a place at Talbot PS. The modelling demonstrated that all of the Talbot PS 'nearest' children would have received a reasonable offer of a school place within 2 miles of their home address. If more families were to preference Moor Allerton Hall PS, fewer offers would be made to children living outside of the Moortown/Roundhay area and the sibling impact would be reduced.

#### **Effect on other schools:**

The Roundhay area has a range of existing types of primary places including Community, Church of England and Catholic provision.

The council has a duty under the Education and Inspections Act 2006 to secure diversity in the provision of schools and increase opportunities for parental choice. Creating 30 additional permanent places each year at Moor Allerton Hall Primary School will provide more choice for local families and help ease the ongoing demand for places. Based on the expected demand for school places within the Roundhay area and the more localised pressure nearest to both Moor Allerton Hall and Talbot Primary Schools, Leeds City Council would anticipate that an increase in places at Moor Allerton Hall PS school will not have any negative impact on other local schools.

#### **Objectives:**

The council has a duty under the Education and Inspections Act 2006 to secure diversity in the provision of schools and increase opportunities for parental choice. It also has a duty to ensure that there are sufficient school places. Providing places close to where children live allows improved accessibility to local and desirable school places, is an efficient use of resources and reduces the risk of non-attendance. Creating 30 additional permanent places each year at Moor Allerton Hall Primary School will provide more choice for local families and help ease the ongoing demand for places.

The Governing Body of Moor Allerton Hall PS has indicated that it has a continued commitment to welcoming all new children to its school where all pupils can progress and thrive. It feels that the proposal could allow the school to do this even more effectively than it currently does and could enhance their children's experience. Should the proposals go ahead, it looks forward to working in collaboration with the Council to making a success of the expansion.

This proposal contributes to the city's aspiration to be the best council, the best city in which to grow up and a child friendly city. The delivery of pupil places through the Learning Places Programme is one of the baseline entitlements of a child friendly city. By creating good quality local school places we can support the priority aim of improving educational achievement and closing achievement gaps. In turn, by providing young people with the skills they need for life, these proposals provide underlying support for the council's ambition to produce a strong economy by compassionate means. A good quality school place also contributes towards delivery of targets within the Children and Young People's Plan such as our obsession to improve behaviour, attendance and achievement. It is important when bringing any proposal forward that there is a degree of certainty that any change would not have a negative impact on teaching and learning. The Headteacher and Governing Body are confident that they can manage the expansion of the school whilst continuing to demonstrate improvements in relation to the school's learning improvement journey.

**Implementation and any proposed stages for implementation:**

The proposal is to permanently increase the capacity of Moor Allerton Hall Primary School, a voluntary controlled school, from 420 to 630 pupils with effect from 1 September 2019. The current admission number for the school is 60 into Reception each year (aged from four) and the proposed admission number for Reception each year is 90 (aged from four).

The school will expand on its existing site and some additional building and/or remodelling of existing buildings will be required. This will be phased in agreement with the school, and be subject to the normal planning permission process. In addition to this an option being considered is the potential to utilise the former New Highwood pub site. The freehold for the pub site is owned by Leeds City Council and the leasehold for the building was recently purchased. The site has been allocated to support the proposed development of Moor Allerton Hall PS and curriculum requirements necessary to expand to 3 forms of entry (FE). Our preferred option is to relocate the Children's Centre which sits currently within the existing school building and the Community Centre which is located next to the existing school building, onto the pub site. Although agreements have not been formalised, positive conversations are ongoing with the Trustees of the Community Centre and the Children's Centre to seek their views, and we are working in partnership to deliver a proposal that meets the needs of the community.

**Project costs:**

A feasibility study has been commissioned to determine options and ensure we proceed with the most effective solution, financially and educationally. Any scheme would be subject to relevant consultation at the appropriate juncture as informed by the key stakeholders and local ward members and any design/proposals would be drawn up in full consultation with the school based on area schedules provided by the Education and Skills Funding Agency. Planning permission would be required prior to the commencement of any construction.

This expansion would be funded from the Learning Places Programme through Basic Need Allocations. The precise funding packages would be confirmed at the design freeze stage, and detailed in the relevant Design and Cost reports.

The proposal to increase primary provision in the Roundhay area has been brought forward in time to allow places to be delivered for 2019. Bulge places will be required to ensure a sufficiency of places in 2018 and a decision not to proceed with regard to this revised proposal may result in a fresh consultation on new proposals, and there is a high risk that places will not be delivered in time. The LA's ability to meet its statutory duty for sufficiency of school places in the short and longer term may be at risk. There is also a corporate risk associated with failing to provide sufficient school places in good quality buildings that meet the needs of local communities.

**Support, objections and comments:**

Within four weeks of the date of publication of this proposal, i.e. by 4pm on 30 July 2018 any person may submit comments, support or objections on the proposal to PO Box 837, Sufficiency and Participation Team, Children and Families, Leeds, LS1 9PZ or email [educ.school.organisation@leeds.gov.uk](mailto:educ.school.organisation@leeds.gov.uk)

This page is intentionally left blank

**PROPOSAL TO EXPAND MOOR ALLERTON HALL PRIMARY  
SCHOOL FROM SEPTEMBER 2019**



Notice is given in accordance with section 19(1) of the Education and Inspections Act 2006 that Leeds City Council intends to make the following prescribed alteration;

A proposal to permanently expand Moor Allerton Hall Primary School, Lidgett Lane, Leeds, LS17 6QP to create an additional 210 primary places with effect from 1 September 2019.

This notice is an extract from the complete proposal which can be obtained from the Sufficiency and Participation Team using the contact details below or by visiting the Leeds City Council website:

<https://www.leeds.gov.uk/residents/children-families-and-carers/schools-and-learning/school-place-planning/statutory-notice>

Within four weeks of the date of publication of this proposal, i.e. by 4pm on 30 July 2018, any person may submit comments or objections to; PO Box 837, Sufficiency and Participation Team, Children and Families, Leeds, LS1 9PZ or email [educ.school.organisation@leeds.gov.uk](mailto:educ.school.organisation@leeds.gov.uk)

Steve Walker  
Director of Children and Families  
Publication Date: 2 July 2018

This page is intentionally left blank



**Objection 1**

Received 2 July 2018

Objection to the expansion

I am writing to object to the expansion of Moor Allerton Primary School. I currently have three children at Talbot Primary but would now fall in to Moor Allerton catchment. My sister has a three year old who lives in Devonshire Avenue and is unlikely to get a place at Talbot next year, and would be most likely to be offered Moor Allerton.

I would not have wanted or accepted a place at a school which has been unpopular for several years and, whilst improving, has significant challenges to address. The three form entry system is not conducive to a nurturing environment. The issues which have been felt at Roundhay Primary are reflective of this .. and the impact of shaking up the classes to readdress the balance is detrimental to many pupils throughout their learning journey.

I think there needs to be a different system for entrance to Talbot for 2/3 years to readdress the issues caused by the bulge years and the impact of the siblings of this cohort. Currently, as you'll know, the catchment is ludicrously small.

I feel the council has not fought for what parents actually want in the area, and the proposals provide an easy, but unsatisfactory solution to the problem.

**Objection 2**

Received 3 July 2018

Further to your email, I would like to register my strong objection to the proposal to expand Moor Allerton Hall Primary School. Though there is clearly a pressing need to provide more places for primary school places for children in Roundhay, this school is in a completely different postcode and is not a viable solution to the problem. My preference would be for an expansion of an existing good, desirable school - a school which is already successful and could cope with the extra influx of pupils.

**Objection 3**

Received 24 July

Are the scheduled changes going to affect Talbot Avenue - please clarify. Are you affecting the school entrance to be on Talbot Avenue - Please clarify Are you aware that the current situation ALREADY puts pressure on the use of Talbot Avenue as a thoroughfare during school times What plans ARE scheduled for speed bumps on Talbot Avenue and parents NOT parking outside residents front gates - as ALWAYS happens? This is a highly congested avenue during school times - are you FULLY aware of the breach of peace to residents?

Further email received 3 July 2018

Little thought is given to the residents of this quiet area on Talbot Avenue and the Bentcliffes through to Lidgett. For example, Talbot Avenue and Lidgett Lane are high congestion areas and drivers zoom along these roads and block residents access - although you have addressed Lidgett Lane with speed bumps, you have failed to consider Talbot Avenue ( on the Moortown, LS17 side). Parents park outside gates, teachers leave cars all day outside our homes so that builders and utility companies working in the area cannot park on Talbot Avenue and generally there is a disrespect for this avenue. I urge you not to devalue this residential area further by totally jamming and congesting these routes and spread the buildings elsewhere. In the meantime, it is HIGH time we had speed bumps from the school entrance on Talbot Avenue to Bentcliffe - the misconception that this route is not abused now needs to be addressed. Speed signs do not work and are a waste of money.

#### **Objection 4**

Received 29 July 2018

As a resident of Brackenwood Drive I object the formally New Highwood pub expansion to another school.

While it is recognised that more child places are needed, there are already quite a few schools in the area and this is causing quite a lot of traffic congestion, especially at 8:45 and at 3:15pm. The Current traffic is already very heavy outside the Highwood Pub, and the surrounding areas. You really struggle to get through if you are turning into Brackenwood Drive from Lidgett Lane, there are vehicles which are parked up on both sides of the road and on the corners. People are also using the unofficial closed High Wood Pub car park as a drop off area, then pulling out of the site with no disregard to other on coming road users. This has to stop as this is also causing great congestion and confusion. I would appreciate if this will be surveyed by the Council at the peak times as described above.

In addition the People who are parking their vehicles on Brackenwood Drive so they can walk their children to school, or for that matter who are already on foot are leaving their litter behind. The amount of crisp packets, chocolate wrappers and cigarette butts that are Left behind is unacceptable.

I would like to propose that you consider this application very carefully because I feel it will become more dangerous for family's/children, and older people walking around this area, more litter and not to mention the congestion that will contribute to the air pollution.

Would you not consider the New Highwood pub being converted in to Extra Care Housing for older people. It would be an ideal location for older people to maintain their independence while receiving some support.

It would be easy for people who would be living there to access the buses as there are two bus stops near by. Also being near to the local shops, close to the community centre that have a lunch club. As well as contributing to the local community, this would also support the local housing problems where there is a shortage, and waiting in list at other extra care housing providers. there is only one nearby, which is a few miles away from this area, where as some of the schools nearby have already been expanded.

#### **Objections 5 and 6 (two objectors on one email)**

Received 30 July 2018

We are writing in response to the statutory proposal to permanently expand Moor Allerton Hall Primary School to 3FE. My wife and I are firmly in objection to this proposal and would ask that it is cancelled and a more appropriate solution considered. We have been involved in the campaign to highlight the lack of school places in Roundhay for over 2 years and have tried to work with the council to come up with good quality solutions; we have also studied all proposals presented and attended the consultations to understand what they would mean for us and future generations of children. I am sorry to say that the plans are not appropriate, these are our key reasons why:

- The school is too far from the area of need, we cannot walk there with a child and would have to drive. I cycle to work and my wife drives, we also only have one car. So we either place the full burden on one parent or we buy another car at considerable expense and then contribute to the worsening air quality in Leeds (I note your other consultation on air quality proposals)
- We are effectively outside of the catchment for this school, in other words if the families living closest to MAH preferenced it then we would not get a place and we're back to square one. There needs to be a new school north of Street Lane to meet the considerable and ongoing demand
- You have not conducted a full traffic assessment and cannot reassure anyone that localised air pollution is not going to get any worse (it certainly won't improve) and you also cannot say how

you will manage that extra traffic. This is already a busy and dangerous road and this proposal puts lives at risk, there have already been accidents near the school involving children, how long before a child is knocked down and killed. What then? How will that sit on your consciences?

- LCC has a poor record in early years development (using your own data) and it is shown that 3FE schools perform worse than 2FE. This is also a school that is currently rated RI and you expect it to improve whilst encumbering it with change and greater pupil numbers. What is the chance that this school makes it to where all schools should be, outstanding? I would say zero under your stewardship and that is really depressing

- Your modelling data and record on school expansions is flawed, as a consequence you expand in the wrong places and waste public money. There are numerous examples where you have done this across the city, expanded a school and then not filled it, in the worst cases you have expanded a school and not even got the pupil numbers up to the pre-expansion level. This is incredulous. Historically this is not a popular school amongst the local population, expanding here is likely to be a waste of money and the school will not fill. If a parent has to get into a car to take their child to school (as the black hole parents will have to) then they will likely elect to go to a school even further afield but that has a better reputation and better outcomes. Our campaign group is full of parents trying to get their children into something approaching a local school, it also has the stories of many parents who have been allocated MAH (either through auto-allocation or by putting the school down as a backstop to avoid being given Khalsa) and who have tried every means to get their children sent to another school.

We implore you to think again and work with the local community, this is not a desired expansion and will not fix the problem. Don't be wedded to this solution just because you have come this far down the track, you will gain more respect and engagement from local residents if you stop this and work with us and local academies to deliver good quality places where they are needed.

#### **Objections 7 and 8 (two objectors on one email)**

Received 30 July 2018

##### Objection to Moor Allerton Hall Primary School Expansion

We oppose the proposed expansion of Moor Allerton Primary School on the following grounds.

We purchased The Lodge from Leeds City Council (LCC) in 2014. The Lodge was originally the Gate House to Moor Allerton Hall. The Lodge is subject to planning restrictions because it is within the curtilage of Moor Allerton Hall which is a Grade II Listed Building.

When we purchased The Lodge it had been allowed to become derelict by LCC, the upvc windows which they had installed were smashed and boarded up, there was a hole in the roof, the render was falling off the facades, there were significant damp and structural problems, it was uninsulated and open to the elements and there was no functioning hot and cold water, gas or electricity.

Nonetheless we chose to purchase the house because it was surrounded by green and wooded spaces, with excellent views of Moor Allerton Hall and its grounds.

We have completed significant renovations to the property which were subject to stringent planning restrictions imposed by the LCC Planning Department. The planning restrictions included installing timber sash windows and aluminium press formed gutters, despite the fact that the house formerly had upvc windows installed by Leeds City Council. We also retained the original features of the house such as the natural stone roof and falecto facias. We have also been awarded permission to make improvements to the garden and drive of the house which had again been allowed to become derelict, we are currently making arrangements to undertake the works to the garden in the near future.

The proposed extension to Moor Allerton Hall Primary will totally ruin the enjoyment of our property and spoil the setting of The Lodge in the curtilage of Moor Allerton Hall and its grounds. It cannot be right to impose such stringent planning restrictions on the renovation of the Lodge and then take no consideration of the curtilage of Moor Allerton Hall and the Lodge in the proposed school

extension. LCC have already extended the boundary of the Moor Allerton Hall Primary School to facilitate the 30 additional Bulge Reception Places without planning consultation which has already restricted our views of Moor Allerton Hall. They are now proposing to extend the school boundary such that we will be surrounded by metal fencing on three sides which will be akin to living in a prison. Our views of Moor Allerton Hall and the green spaces will be ruined. We will be subject to noise from the children using the playing fields and the MUGA (Multi Use Games Area), the location of which has again been proposed close to our property. Use of the MUGA out of hours school hours would increase both noise and light pollution.

The proposed school extension will have a negative impact upon the views of Moor Allerton Hall and its grounds from Lidgett Lane and will detract from the character of the area including Allerton Grange Fields. The access road to Moor Allerton Hall Primary School currently has a rural feel and this will be spoilt.

There is an existing problem with localised surface water flooding on Lidgett Lane and the existing access road to Moor Allerton Primary School. The development will increase the area of impermeable hard landscaping surfaces resulting from further surface water run off which will make the flooding problem much worse.

We will also suffer an unacceptable nuisance (light, noise, and air pollution) from the proposal to route half of the traffic from the Allerton Grange Secondary School and all of the traffic from the expanded Moor Allerton Primary School in a one way system ending directly outside of our front door. The access road is already unsafe as parents drive up and down the road at great speed. Our understanding is that the traffic access from Lidgett Lane to Allerton Grange Hall Secondary School through Allerton Grange Fields was only intended to be used by emergency services in the event of a fire, however this scheme has incorporated it as a permanent access road. This development is only moving an existing traffic congestion from Talbot Avenue to Lidgett Lane, however Lidgett Lane itself already suffers from traffic congestion. Surely it is unsafe to increase the volume of traffic and pedestrians when there has already been an accident associated with school pupils on this section of Lidgett Lane. The scheme also indicates the introduction of a sliding gate across the access road in front of our house which will again spoil the character of our property and will be another source of further noise.

In May 2017 Ofsted rated Moor Allerton Hall Primary School as requiring improvement. Surely it would be better to focus on improving the existing school first before even considering to increase the number of pupils. LCC would be better advised to expand one of the many other schools within the Roundhay Planning Area which have a better Ofsted rating. They have been able to Bulge eight schools within the planning area so surely one of these better rated, higher demand schools could be expanded and this would provide a higher overall standard of education than the proposed expansion of Moor Allerton Hall Primary School.

Good Afternoon

Please record our objection to the above proposal.

Please refer to our previous objection of 4th May 2018 during the informal consultation period as attached and the bellow additional objections.

1. The school grounds and entrance road will surround our property The Lodge on three sides which will reduce the enjoyment of our home.
2. This will spoil our views of the Grade II Listed Moor Allerton Hall.
3. The Lodge is the former gatehouse to Moor Allerton Hall and is subject to planning restrictions because it is within the Curtilage of Moor Allerton Hall this development detracts from the character of both buildings.
4. The two buildings have a unique relationship which will be spoilt by the development.
5. The development encroaches onto and detracts from the Curtilage of Moor Allerton Hall which is a Grade II Listed Building.

6. The revised traffic routing and increased volume of traffic will be unsafe, on 5th December 2017 there was a traffic accident involving two school children aged 11 & 12 who were struck by a car and seriously injured.
7. The emergency access road from Lidgett Lane to Allerton Grange Secondary school is to be connected to the Moor Allerton Hall Primary School Access Road. Traffic from both the secondary school and the primary school will be routed in a one way system, but the current access to and Allerton Grange and Moor Allerton Hall Primary School are already very congested and there are queue's both on the access roads and Lidgett Lane during rush hours. The increased volume of traffic from the expansion and the additional traffic from the secondary school will lead to further queues directly outside our property and on Lidgett Lane which will be unsafe, noisy and increase air pollution.
8. The emergency access road to Allerton Grange Secondary School is not authorised to be used as an general access road.
9. The one way system will restrict our access to our property.
10. Lidgett Lane already suffers from traffic congestion, the development will increase the congestion to and unacceptable level.
11. The development will increase nuisance from noise through additional traffic and by increasing the number of children and expanding the school boundary and buildings adjacent to our property.
12. The development will increase air borne pollution.
13. The questions which we raised at the meeting/drop-in session on 19 April relating to the effect of the development upon the Curtilage of Moor Hall were not answered because the Leeds Council Planning Department did not attend the meeting. We were told that they would be addressed after the meeting but they were not.
14. Our written objection of 4th May 2018 was not considered in the decision to progress the scheme to Statutory Notice.

This page is intentionally left blank