

Public consultation

**Monday 25 November 2013 to
Friday 17 January 2014**

**Proposal to increase
primary school places in Horsforth
at Broadgate Primary School
from September 2015**



Key phrases and terms in this booklet

Admissions limit	The maximum number of children a school plans to accept into each year group.
Executive Board	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.
Form of entry	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.
Infant Class Size Regulations	The Infant Class Size Regulations state that a class with one qualified teacher can contain no more than 30 pupils. Infant classes are reception, year 1 and year 2, when pupils are aged between 4 and 7.
Key Stage 1	The legal term for the two years of schooling normally known as year 1 and year 2, when pupils are aged between 5 and 7.
Key Stage 2	The legal term for the four years of schooling normally known as years 3, 4, 5 and 6, when pupils are aged between 7 and 11.
Net Capacity	This is the space in the school expressed in terms of the number of pupils this space is suitable for. It is calculated by combining the space in a school that is available for classrooms as well as essential non-teaching activities, such as hall, storage and staff rooms.
Planning Area	Areas within the city defined and used by Children's Services to monitor demographics and support the planning of primary school places.
Reception class	This is the first year group for children starting primary school in the year they will reach 5 years old.
Statutory notice period or statutory notice	A period of time required by law to inform the public that the local authority is proposing to do or change something. The statutory notice is published with the proposal details, and invites comments. It follows a period of consultation like this one, allowing the local authority to adapt the proposals based on the views raised in the initial consultation.

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Foreword

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 the children is one of our top priorities. We are working very hard to plan for the impact of rising pupil numbers across the city which also stems from a rising birth rate, and means the numbers entering reception classes in primary school each year is now much larger than the size of the year groups leaving the city's secondary schools.

We have an ongoing city-wide school expansion programme in place to meet the increased demand for primary-age places, and through this programme the council has already approved 1118 new reception places since 2009, including two new primary schools and creating two 'through' schools for 4-18 year olds.

All schools share our ambition to make Leeds the best city in the UK to grow up in, so we are working with all the schools in Leeds to ensure there are enough good quality, local school places.

Although we've already created extra places in the Horsforth area we believe that this is an area where we still need more places, therefore we are consulting on the proposal to expand Broadgate Primary School. Before making this decision we have consulted with the head teachers, governors, planners and local Ward members in the Horsforth area, and we are now consulting on that preferred option. We will continue to work together throughout this process to ensure that children in Leeds will have the best possible start to their learning, and so deliver our vision of a child friendly city.



Nigel Richardson,
Director of Children's Services



Cllr Judith Blake,
Lead Member for Children's Services

What are we consulting on and why?

This consultation is asking for your views on proposals to increase the number of primary school places in the Horsforth area by expanding Broadgate Primary school from its current capacity of 210 pupils to 420 pupils by increasing the admission number from 30 to 60 with effect from September 2015.

Leeds City Council has a legal duty to ensure there are sufficient school places for every child in the city, and to do this we take into account where those children live and which school they wish to attend. There has been an increase in the birth rate across Leeds for several years, as well as a rise in the number of houses being built in some areas. Both these factors have affected Horsforth. This means that we need to add more capacity to meet the additional demand for reception places.

When developing proposals and deciding which schools to expand, we consider:

- local birth and housing data, to identify whereabouts in the city the extra places are needed;
- which schools have the physical capacity to be expanded;
- the availability of other council owned land and whether any of this land could contribute to the provision of places; and
- the impact that expanding one school might have on other schools in the area.

In 2011 we created 30 extra places in the Horsforth area by converting Horsforth Featherbank Infant school and Horsforth Newlathes Junior School into primary schools, but we still need more places in Horsforth. In addition to accommodating children already born we know the pressure will increase due to the volume of new housing in the area. We have considered all the elements above with the schools and other key stakeholders in the areas concerned to form a preferred option to meet the demand. This was presented to the Council's Executive Board, who have given us permission to start this formal consultation on the expansion of Broadgate Primary School.

Details of the proposal

In Horsforth we are proposing to permanently expand Broadgate Primary School from September 2015 by:

- Increasing the net capacity from 210 pupils to 420 pupils
- Increase in the admission number from 30 to 60.

This increase would only apply to reception classes from September 2015; it would therefore take seven years for the school to reach its full capacity.

Birth and 0-5 year old trends

Chart A shows the births year on year across the Horsforth area. This is plotted with the latest 0 to 5 year olds data at September 2013, to show how the numbers in these year groups have changed over time. It shows how they tend to increase in size as the children get older. The total admission places for all schools in the area are shown against these two trend lines. Chart B shows the current 0-5 year olds against the school they currently live nearest to and the year they are due to start school.

Chart A

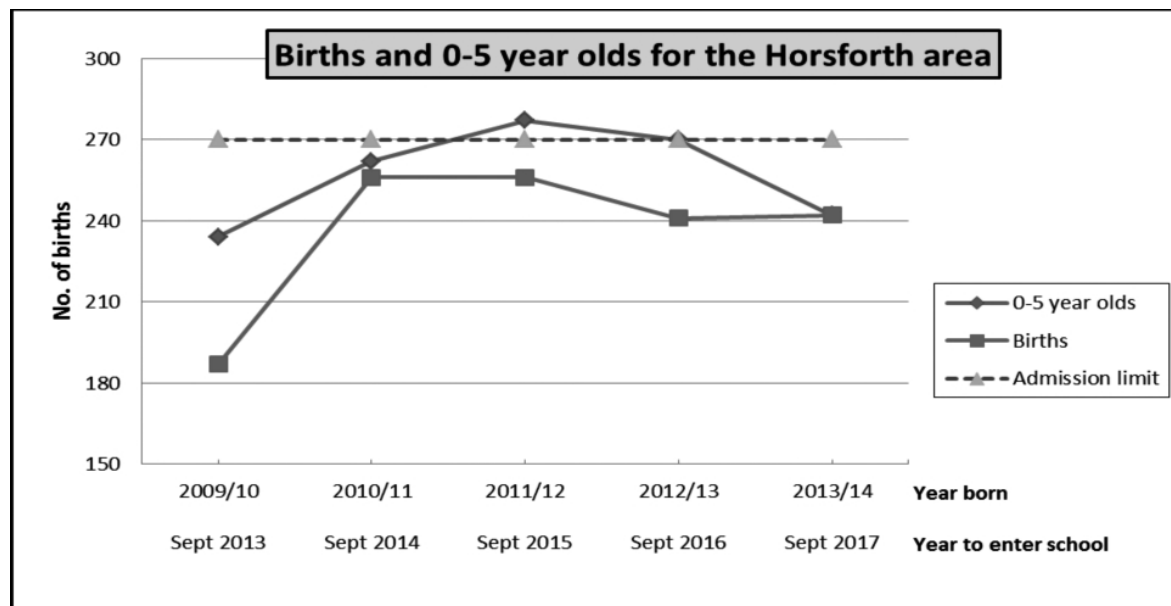
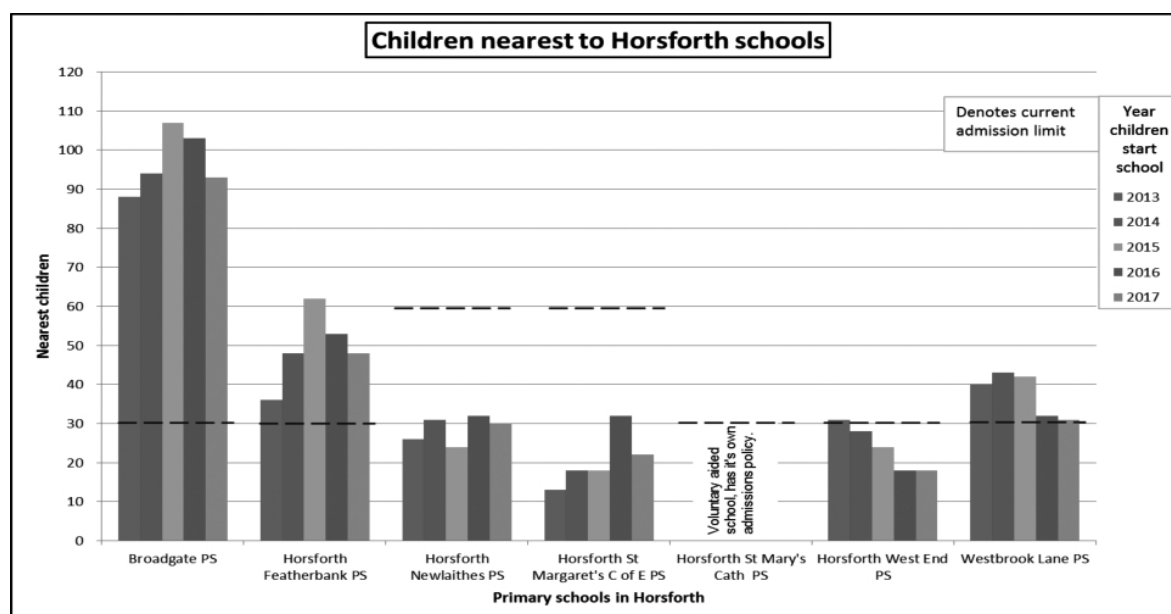
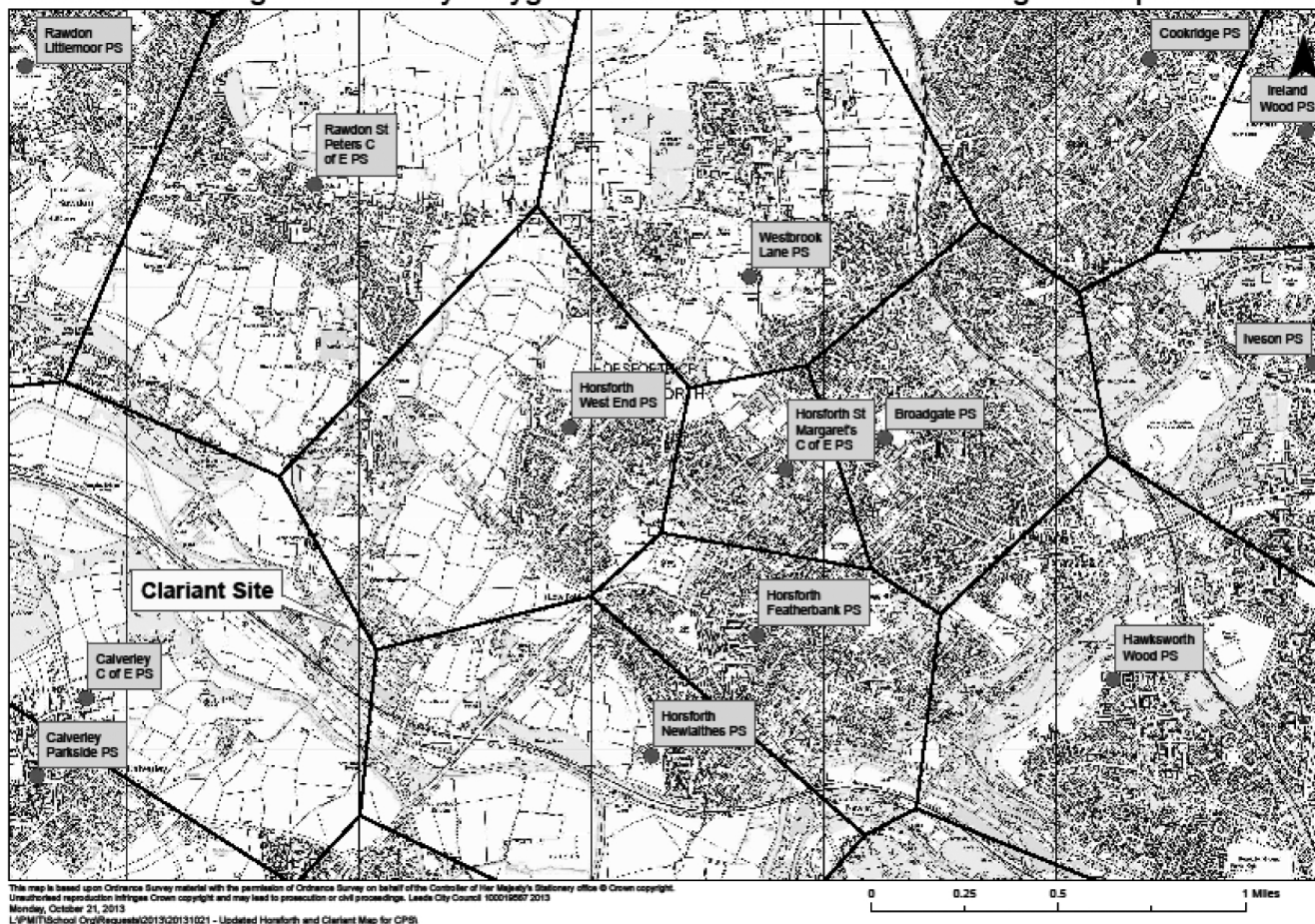


Chart B



Horsforth Planning Area Primary Polygons and Clariant/Riverside Housing Development Site



The map above shows the primary schools in the Horsforth area. The black lines indicate the boundaries which determine the addresses nearest to each school. It also includes the Clariant and Riverside Mills housing development.

Why expand Broadgate – what other options were considered?

The school is central to Horsforth, with a very large number of children living nearby. The site is large and although a project would be complex we do believe the expansion can be delivered there. There would need to be some traffic and highways measures as part of any building scheme and these would be subject to additional independent consultation. The governing body of the school are willing to work with us and explore this option through consultation.

Expand other schools. Many of the other schools in Horsforth are on very constrained sites and would be difficult to expand. However, options were identified at West End Primary and St Mary's Catholic Primary, but the traffic issues at West End are potentially slightly more difficult to mitigate than at Broadgate, and although there is potential to increase places at St Mary's by 15, we feel that this would not be enough to manage the expected demand for places from 2015 onwards.

New schools. There is only one site that has been identified in the area as potentially able to accommodate a new school. This is the former adult training centre on Church Lane. As this site is adjacent to the high school site, it seems sensible to prioritise this for potential use by the Horsforth Academy for secondary expansion at a later date.

Expansions offer the chance to build on the leadership and teaching in existing successful schools, giving good educational outcomes for children. Creating a brand new school can carry significantly more risk, and the cost of building a new school is significantly higher than that of expanding an existing school. Expansion of existing schools provides stability whilst allowing flexibility to manage numbers back down again if necessary in the future.

Frequently asked questions

Where does the birth and 0-5's data come from?

This data comes from the NHS and is supplied annually from hospital and GP records. This information allows us to map the location of all children aged between 0 and 5 years, living in Leeds. We are then able to monitor this data against previous years and highlight areas of the city where birth rates are increasing.

Do you consider the impact of new housing developments?

We work closely with colleagues in the Planning department to plan for the additional school places that may be required from any new housing developments. As part of this process, developers are asked to make a financial contribution or provide land for education provision when they build new family houses.

What would the proposals mean for the school buildings and associated issues such as traffic and access at the school?

Before bringing forward proposals we need to be satisfied that there is scope for a building solution, and to address associated issues like parking, traffic and access. Initial work suggests that this is possible in this case. All such works would be subject to their own consultation process, which will ensure the detail is scrutinised. Since these plans cost money to develop in detail, we have to manage the processes carefully in parallel to allow the school proposal to be informed whilst minimising any risk of wasting money on proposals that do not proceed. The school's governing body would be fully involved in discussions about what the building solution looked like, and they would address infrastructure needs as well as basic class room needs.

Does this mean class sizes would be bigger?

Primary schools are organised around classes of 30 children per teacher, and these proposals would not change that. Current Infant Class Size Regulations state that infant classes (reception, year 1 and year 2) must have no more than 30 pupils in a class with one qualified teacher. Therefore, extra accommodation would have to be provided and more staff would be recruited to manage the additional pupils.

Would the building work cause disruption to the school and pupils?

It is not always possible to do all building work during school holidays, although we would try to make sure any works that are likely to be very noisy or disruptive are carried out whilst pupils and staff are away. Any building work carried out while the school is open would be completely segregated from the pupils and staff to ensure safety, and disruption to teaching and learning would be minimised. The contractors we would be using are very experienced in working around existing and operational schools.

Would there be any additional wrap around care?

The Local Authority does not have a duty to provide wrap around care, but is required to ensure that sufficient care is available, and if this is not the case to stimulate the market. Wrap around care is provided by a number of local providers. If additional wrap around care is required, this would be addressed as part of the annual childcare sufficiency audit.

How do I put my views forward?

You may choose to attend one of the public meetings where we do take notes of the comments and questions that are raised. The notes of these meetings are intended to capture the key points raised but are not a verbatim record. If you want to make sure your point is put across then we recommend that you respond to the consultation in writing, either by email, online or on the paper form provided in this consultation booklet.

What are the next steps of this process?

If the proposal proceeds the next step would be a statutory notice, before a final decision. All the views raised in consultation will be considered and presented to the Executive Board. They will have the option to proceed to the next step of the process with the proposal, or with minor amendments to it. They may also choose to pause or withdraw the proposal. There may also be additional work identified that is needed to help inform that decision. The following table describes a potential timetable for the next steps:

Date	Key event
25 November 2013	Six weeks (taking in to account the Christmas holiday period) statutory consultation begins, with an opportunity to submit views/responses and attend meetings
17 January 2014	Six week statutory consultation period ends
March 2014	The earliest the Executive Board can make a decision on whether the proposals can proceed to statutory notice period
April 2014	The earliest that statutory notices can be published (if approval is given) followed by a four weeks representation period
June 2014	This is the earliest the Executive Board can make their final decision

How do I comment on the proposal?

The consultation runs from Monday 25 November 2013 to Friday 17 January 2014. If you want us to consider your views, we must receive your comments no later than 4pm on Friday 17 January 2014.

There are a range of meetings planned which will give you the opportunity to ask questions about the proposal:

School name	Meeting type	Date	Time
Broadgate Primary School	Consultation meeting	Wednesday 11 December 2013	6.30pm – 8.00pm
Broadgate Primary School	Drop-in session	Thursday 9 January 2014	2.30pm – 3.30pm
Broadgate Primary School	Viewing of Initial Plans	Monday 13 January 2014	6:30pm – 8:00pm

This booklet is also available to download from our website at:

<http://www.leeds.gov.uk/residents/Pages/Consultations-and-reviews.aspx>

or by calling **0113 247 5793**.

You can respond to this proposal in the following ways:

- Response form - use the form in this booklet
- Letter - write to us at Capacity Planning and Sufficiency Team, 10 Floor West, Merrion House, 110 Merrion Centre, Leeds LS2 8DT; or
- email - educ.school.organisation@leeds.gov.uk.
- Online - Just search for the Broadgate proposal through the Talking Point facility at www.leeds.gov.uk

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

Responses will be summarised and presented to the Executive Board, who will take all your views into consideration. Your opinion is therefore important to us so please take the opportunity to respond to the proposal.

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Public consultation response form

Please read the consultation booklet on this proposal and tell us your views. The questions on this form are there to help you, but you do not have to respond to them all.

Responses can also be sent by email to educ.school.organisation@leeds.gov.uk or by letter to: Capacity Planning and Sufficiency, 10th floor west, Merrion House, 110 Merrion Centre, Leeds LS2 8DT. Please return completed forms to this address.

Responses must be received by 4pm on Friday 17 January 2014.

This booklet, along with information on the progress of the proposal, is available at:
www.leeds.gov.uk/residents/Pages/Consultations-and-reviews.aspx

Questions

Please answer the questions below which apply to you:

1. Do you agree with the proposed increase in admission number from 30 to 60 at Broadgate Primary School from September 2015?

Yes No

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

Please use a separate sheet if needed

2. How did you find out about this consultation?

3. Have you found the consultation process and information provided useful?

Yes No

4. How could we improve the consultation process and/or information provided?

All responses will be taken into account when the decision on whether to proceed is made, but we unfortunately cannot address specific queries. However, if you would like your response to be acknowledged, please provide your contact details:

Name:

Address:

About you: (please tick and complete all those that apply to you)

Parent/carer	<input type="radio"/>	Your child's/children's school/s: _____
Governor	<input type="radio"/>	Your school: _____
Member of staff	<input type="radio"/>	Your school: _____
Pupil	<input type="radio"/>	Your school: _____
Elected member	<input type="radio"/>	Ward: _____
Local resident	<input type="radio"/>	Area: _____
Other	<input type="radio"/>	Please tell us: _____

Data Protection Act 1998

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

Please send your reply to: Capacity Planning and Sufficiency, 10th Floor West,
Merrion House, 110 Merrion Centre, Leeds LS2 8DT

If you do not speak English and need help in understanding this document, please telephone the number below and state the name of your language. We will then put you on hold while we contact an interpreter.

Arabic:

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

Bengali:

যদি আপনি ইংরেজীতে কথা বলতে না পারেন এবং এই দলিলাটি বুঝতে পারার জন্য সাহায্যের দরকার হয়, তাহলে দয়া করে নিচের নম্বরে ফোন করে আপনার ভাষাটির নাম বলুন। আমরা তখন আপনাকে লাইনে থাকতে বলে কোন দোআষির (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 نگه دارید تا ما 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 फोन 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 ਅਪਣੀ ਸ਼ਬਾਨ ਦਾ ਨਾਮ ਦੱਸੋ। ਫੇਰ ਅਸੀਂ ਤੁਹਾਨੂੰ ਇੰਟਰਪਰ ਕਰਨ ਲਈ ਕਹਾਗੇ ਤਾਂ ਜੋ ਅਸੀਂ ਕਿਸੇ ਇੰਟਰਪਰਟਰ (ਦੁਭਾਸ਼ੀ) ਨਾਲ ਸੰਪਰਕ ਕਰ ਸਕੀਏ।

Kurdish:

گەر زمانی ئینگلیزی نازانیت و پیویستت به هاوکاریه له تیگه یشتنی ئەم به لگه نامه به دا، تکایه ته له فۆن بۆ ژماره که ی خواره وه بکه و زمانی ئاخاوتنی خۆت بلی. ئیمه ش تۆ راده گرین له سه ره ته له فۆنه که تا وه رگێریکی زمانت بۆ دابین ده که یین.

Tigrinya:

እንግሊዥ ዘይትሓረብ/ብ. እንተ-ኸንካ/ኪ እሞ ነዚ ደኩ-መንት-ሀ/ሰነድ-ሀ ንምርጻእ ሓገዝ ምስ ዘድልዩካ/ኪ ቋንቋኻ/ኸ/ኸ. ብምሕብር ኣብ'ዚ ኣብ ታሕቲ ተገሊጹ ዘሎ ቁጽሪ ተሊፎን ደውለልና/ደውልልና:: ብድሕሪኡ ንሕና ኣስተርጓሚ ክሳብ ንረክብ ኣብ መስመር ከነጸብዩካ/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 nepokládali(-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 zavolajte na nižšie uvedené číslo a uveďte svoj jazyk. Potom vás požiadame, aby ste nepokladali telefón a medzitým skontaktujeme tlmočníka.

Somali:

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

Phone: 0113 247 5793

Have your say

We would like to invite you to our consultation events to discuss the proposal to increase primary school places at Broadgate Primary School

- Find out more about the proposal
- Take the opportunity to have your say
- Ask questions

<i>School name</i>	<i>Meeting type</i>	<i>Date</i>	<i>Time</i>
Broadgate Primary School	Consultation meeting	Wednesday 11 December 2013	6.30pm – 8.00pm
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