PROPOSAL TO EXPAND CHIPSTEAD VALLEY PRIMARY SCHOOL
CONSULTATION OUTCOMES REPORT

1. Introduction

1.1 The purpose of this report is to provide the School’s Leadership Team with the outcomes from the consultation to expand Chipstead Valley Primary School. The report will be used, when seeking approval from the Secretary of State, to show that adequate local consultation has taken place and responses have been taken into account.

1.2 Chipstead Valley Primary School normally admits 2 classes, 60 reception pupils per year, although it will take an additional 30 pupils in September 2015 because of exceptional demand.

1.3 The proposal is to permanently expand the school from two forms of entry to three forms, thereby increasing its Published Admissions Number from 60 pupils to 90 from September 2016.

1.4 This report is based on responses received during the consultation period - 01 June to 29 June 2015 - where anyone with an interest could object or comment on the proposal to expand the school.

2. Background

2.1 Chipstead Primary School is part of the Chipstead Valley Academy Trust. The proposal to permanently Chipstead Valley Primary School by one form of entry (an additional 30 pupils) is part of Croydon Council’s supply strategy to ensure sufficient pupil places are available within the borough to meet its statutory duty.

2.2 The Schools’ Leadership Team, including the Directors have agreed in principle to the proposed expansion. A feasibility study has been undertaken which shows that the proposed expansion project is both feasible and affordable.

2.3 The Council has a statutory duty to ensure that: sufficient school places are available within its Borough for every child of school age, to promote high educational standards, to ensure fair access to educational opportunity, and to help fulfil every child’s educational potential. It must also ensure that there are sufficient schools in its Borough and promote diversity and parental choice.

3. Department for Education guidance

3.1 In accordance with Department for Education (DfE) advice for academy trusts – Making significant changes to an existing academy - the proposed expansion of the school can be done via the ‘Fast track’ process. This means that there is not a requirement for a formal business case, and the Secretary of State is likely to approve the
majority of these requests, provided that she is assured that adequate local consultation has taken place and responses have been taken into account.

3.2 The academy seeks approval by the Secretary of State for expansions by providing the Education Funding Agency (EFA) with all relevant information to show that:
- adequate local consultation has taken place;
- funding has been secured in relation to the proposed change, and financial arrangements are sound;
- the change is aligned with local authority place planning; and
- appropriate planning permissions and other consents required have been secured.

4. Consultation

4.1 In line with DfE advice, there was a 4 weeks consultation on the proposal to expand the school. Key stakeholders, including staff, parents/carers, and local residents were consulted from 01 June to 29 June 2015, including a public meeting at the school, on 16 June 2015.

4.2 A consultation document was used as one of the basis for informing and consulting those that might be affected by the proposed expansion of the school. The consultation document contained details of the proposal along with the reasons for the proposed change, a questionnaire and an equality and diversity monitoring survey. The consultation document was published on the Council’s and the school’s website; emailed the Member of Parliament and Ward councillors. Leaflet about the proposed expansion of the school was distributed to local residents within the vicinity of the school.

4.3 Stakeholders were given the opportunity to express their view on the proposal to expand the school via email, post, including completion of the questionnaire and at the public meeting at the school.

5. Summary of consultation responses

5.1 Consultation questionnaire
A total of 20 written responses have been received. Of the 20 respondents: 7 ‘strongly in favour/in favour’; 11 ‘strongly against/not in favour’; and 2 ‘not sure’ of the proposed expansion of the school. The majority of respondents to the questionnaire were parents/carers of child/children at Chipstead Valley Primary School. It was mentioned that if the proposed expansion is implemented, there will be a better chance of local children getting a school place at Chipstead Valley Primary. A detailed analysis of responses is attached at Appendix A below.

5.2 Email responses
The Council received 4 email responses from 4 local residents expressing traffic related concerns about the proposed expansion. The concerns
cited in their email were the same as the ones raised at the public meeting and on the questionnaire.

5.3 Public consultation meeting
A total of 55 people attended the public meeting was held at the school on 16 June 2015. The Vice Chair of Directors of Chipstead Valley Academy Trust chaired the meeting and the Executive Head Teacher gave a presentation on the Reasons, Benefits and Challenges for/of the proposed permanent expansion of the school.

5.4 Executive Head
The Executive Head explained: that the main reasons for supporting the proposed expansions are:
- To provide for local families, delivering outstanding education within a stimulating environment
- Considerable demand for places locally
- Very high demand for places at Chipstead Valley

5.5 The school, including children, staff would benefit from the proposed expansion e.g.:
- All through – one building – primary school which will provide Safety, security and comfort for children, including improvements to the school’s existing facilities, as well as new facilities.
- Opportunity to increase staff size leading to wider skills and knowledge resource and as a National Teaching School additional recruitment will enable us to select the very best teachers.

5.6 The Executive Head also mentioned some of the challenges that the proposed expansion might pose, around traffic, children’s safety and continuity of learning through the construction period; and maintaining a caring and nurturing ethos. However, he felt that the school leadership, working in partnership with the Council could mitigate any adverse impact of the proposed expansion.

5.7 Council Officers
The Council representatives: explained the educational rationale for the proposed expansion of the school; sought views on the proposal; and responded to questions.

6. Key issues raised during the consultation period

6.1 Respondents’ main concern was about the impact of increased traffic on the local area if the proposal is implemented. Other issues raised:
- Loss of Ethos
- Health and Safety of children
- Teaching/Learning
- Loss of play/green space
- Likely child yield from Cane Hill housing development
- Reigate and Banstead is the planning authority
7. Response to issues

Traffic related issues
7.1 It is recognised that traffic, congestion and parking issues are a cause for concern, especially for local residents. If the expansion projects are approved, the Council will be commissioning a traffic impact assessment to ascertain how the local area would cope with all modes of movements by people and vehicles, taking account of accessibility and safety issues. The Schools’ Travel Plan will continue to encourage walking to school.

7.2 Building works / Health & Safety / Teaching and Learning.
Generally, the most noisy and heavy construction works tends to take place during the school holidays. Off-site construction methods will be used which means a considerable reduction in the potential disruption for the school. However any expansion project will inevitable present some challenges and this is an issue that we will manage throughout the project. For example, any building work during term time will be planned very carefully to ensure that pupils’ learning and the school is unduly disrupted.
The health and safety of the whole school community is paramount.

7.3 Loss of ethos
The Executive Head explained that the school would not lose its ethos and staff would still know children as if the proposed expansion goes ahead, there would be one school building. The standard of education would not suffer and would try to enhance the quality through vision planning.

7.4 Loss of green space
Although it is likely that some of the proposed expansion might encroach on some green/play space, there are DfE guidelines – Building Bulletin 103 – that architects follow which sets out the recommended outdoor spaces needed within a playing field area.

7.5 Likely child yield from Cane Hill housing development
The Council undertakes annual forecast of future demand for school places which includes potential child yield new housing development, such as the Cane Hill housing development.

7.6 Reigate and Banstead is the planning authority
Applying for planning permission is separate statutory process. Any proposal requiring planning permission will be subject to its own publicity arrangements and consultation. The decision on the planning application will have regard to all relevant planning considerations including planning policy, site circumstances and any representations received from interested parties.

7.7 The consultation outcomes will be shared with the Council’s Highways Improvement Team, as well as Reigate and Banstead.
8. **General points**
   If the proposal is approved, the Council and the school would work with the local community and parents/carers to explore ways to minimise any negative impact resulting from the expansion.

8.1 The Council will also work directly with school to further develop their School Travel Plan document, with an aim of discouraging car usage and encouraging pupils, parents and staff to use more environmentally friendly modes of travel to school. In addition, the school will highlight any road safety issues in relation to roads within the vicinity of the school, and capture these in their Travel Plan so that the Council can investigate and develop measures safety measures.

9. **Next steps**

9.1 Following the consultation period, the Academy Trust will decide whether to proceed with the proposed expansion of the school. This will be based on responses received during the consultation which will be balanced against the needs for pupil places. If the Academy Trust decides to proceed with the expansion, the Academy will seek Secretary of State approval to implement proposal. Subject to the Secretary of State approval, and planning permission from Reigate and Banstead, the proposal will be implemented, thereby increasing its Published Admissions Number from 60 pupils to 90 from September 2016.
Appendix A

Chipstead Valley Primary School questionnaire analysis.

1) Please tell us who are you?
- Altogether there are 20 completed questionnaires returned

<table>
<thead>
<tr>
<th>Who are you</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Parent or carer of a child/children at Chipstead Valley Primary School</td>
<td>12</td>
</tr>
<tr>
<td>Parent or carer of child/children at another school. Which one?</td>
<td>0</td>
</tr>
<tr>
<td>Parent or carer of a child/children not yet of school age</td>
<td>4</td>
</tr>
<tr>
<td>A member of staff at Chipstead Valley Primary School</td>
<td>1</td>
</tr>
<tr>
<td>A member of staff at another school.</td>
<td>0</td>
</tr>
<tr>
<td>A local resident</td>
<td>3</td>
</tr>
<tr>
<td>Other</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>20</strong></td>
</tr>
</tbody>
</table>

- Of the 12 Parent or carer of a child/children at Chipstead Valley Primary school:
  - 4 of these are also local residents
  - 1 is also a member of staff at Chipstead Valley Primary school
  - 1 is a Parent or carer of a child/children not yet of school age and a local resident.

- Of the 4 Parent or carer of a child/children not yet of school age
  - 1 is also a local resident
  - 1 is also a member of staff at Chipstead Valley Primary school

2) What is your view of the proposal to expand Chipstead Valley Primary School to create places for 30 additional pupils each year until the school has 3 forms throughout?

<table>
<thead>
<tr>
<th>View?</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Strongly in favour</td>
<td>3</td>
</tr>
<tr>
<td>In favour</td>
<td>4</td>
</tr>
<tr>
<td>Not sure</td>
<td>2</td>
</tr>
<tr>
<td>Not in favour</td>
<td>2</td>
</tr>
<tr>
<td>Strongly against</td>
<td>9</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>20</strong></td>
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