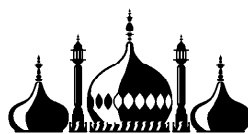


Appendix I



Brighton & Hove

CONSULTATION DOCUMENT

PROPOSED EXPANSION OF SALTDEAN PRIMARY SCHOOL TO THREE FORMS OF ENTRY FROM SEPTEMBER 2015

- Inviting you to have your say -

Why are we consulting you?

The Council is proposing that Saltdean Primary School permanently expands into a three form entry all-through Primary School from September 2015. This document is published by Brighton & Hove City Council and explains the arrangements for consultation. At the end you will find a reply slip for you to let us know what you think. There is also some information about what happens after consultation. The document will be distributed to the staff, pupils, governors and parents of the school and other groups who may be interested in the proposal to expand. It is also available on the Council's website under the consultation portal.

This consultation is being conducted in accordance with the [School Organisation: statutory guidance](#) published by the Department for Education in January 2014.

Some background facts

Saltdean Primary School is a successful and popular school. It caters for children primarily living in the BN2 8 postcode area of the city.

Over the last few years there has been year on year growth in the number of pre-school age children registered with General Practice (GP) Surgeries in Brighton & Hove. This increase is now being seen in Saltdean and since the area is geographically separate from other parts of the city it is not easy for parents to access alternative schools. It is anticipated that although this city wide growth in children entering reception classes of primary schools may be reaching a peak, the number of children exceeding the number of school places available in the Saltdean area is likely to continue for the foreseeable future.

The Council has a statutory duty to secure a maintained school place for any child that wants one. We are committed to working with schools to make them centres for community learning, and supporting them in meeting the wider needs of the community. Our aim is to ensure as far as possible that children can access a primary school that is local to their home.

The proposal

The proposal is to expand Saltdean Primary School to a three form entry school with a yearly intake of 90 children into reception (Year R), an increase of 30 places per year. The school will retain the flexibility to admit up to 32 pupils per class in Years 3 to 6.

To support the expansion of the school there will be an extension of the school premises that will be funded by using capital provided to the Local Authority for providing additional school places. Where possible and appropriate we will also use other funding streams such as funding secured under S106 agreements with housing developers. The extension will provide additional classrooms, hall space and hard play space to accommodate the extra pupils. There may also be some internal remodelling and refurbishment to meet the requirements of the latest school premises regulations and guidance and the school's own preferences.

Expanding the school by a form of entry (an additional 30 places each year) will ensure that more families can access their local school. This means that children will be able to attend school with friends that they have made prior to starting school, parents and carers will not have to travel long distances to deliver their children to school and extended services offered by the school can be tailored to meet the needs of the whole community.

Views of the Governing Body

The governing body of Saltdean Primary School has been consulted before taking the decision to hold a public consultation. The initial view of the governing body is that they recognise the need for additional places in this area of the city. They are, however, eager to safeguard the ethos and quality of education provided, and are confident that this can be sustained in the larger school.

The views of the governing body will be finalised in light of the consultation results.

Consultation arrangements

We have arranged a public meeting to give parents, carers and other local people the opportunity to hear more about the proposal and to ask questions. This meeting will be held at Saltdean Primary School, Chilton Way, Saltdean on **Tuesday 20th May 2014 at 7:00 p.m.** Anyone with an interest in the proposal is welcome to attend. The meeting will be attended by officers of the Local Authority and members of the school's senior leadership and governing body.

If, having read this document, you would like to comment on the proposals, there are several ways you may do so:

- You can complete and return (either to Saltdean Primary School or Kings House) the reply slip included in this document
- You can send a letter to Michael Nix, Head of Education Planning and Contracts, Grand Avenue, Hove BN23 2LS. *Please mark your letter for the attention of Michael Nix*

- You can complete a form online on the consultation portal of the Council's website at <http://consult.brighton-hove.gov.uk/portal>
- You can email your response: please address your email to Roz Scott at roz.scott@brighton-hove.gov.uk

In the interests of economy, letters and emails will not be acknowledged or responded to.

Replies must be received by Monday, 30th June 2014

The next stage

All the views put forward during the consultation stage will be reported to the Children and Young People Committee at a meeting on 21 July 2014. The views of the governing body of the school will be made clear in the report. This will allow an informed decision to be made regarding progression to the next stage in the process.

If it is decided to move ahead with the proposal the next stage is the issuing of a Statutory Notice detailing the proposal. The notice will be in force for a period of four weeks during which time objections to and comments on the proposal may be made by any person or group. Details of how to make an objection or comment will be incorporated within the Statutory Notice.

The Council is empowered to make the decision on whether to implement the proposal contained in the Statutory Notice but in doing so has to take account of guidance issued by the Department for Education. Any comments or objections have to be considered as part of the decision making process. The final decision regarding this proposed change will be made by the Children and Young People Committee at a meeting on 13th October 2014, having due regard to the responses to the Statutory Notice and to the views expressed by the governors of the school.

The proposals set out in this document are put forward as a basis for consultation only. It is stressed that **no decisions have yet been made** and that none will be made until consultations have been completed and all views carefully considered by Brighton & Hove City Council and the governors of the school. The following timetable is proposed:

| | |
|---|------------------------------------|
| Publication of Consultation Document | Wednesday 7 th May 2014 |
| Last date for responses | Monday 30 th June 2014 |
| Issue Public Notice | Early September 2014 |
| End of Public Notice period | Late September/early October 2014 |
| Decision by the Children and Young People Committee | 13 th October 2014 |

The Children and Young People Committee's major objective is to ensure the outcome of this consultation has local support and is in the best interests of pupils in Brighton and Hove. The consultation is however not a referendum and in reaching a decision at each stage of the process the Committee will need to take all factors into account, including the responses to consultation.

The Councillors for the Rottingdean Coastal area are: Councillor Lynda Hyde, Councillor Mary Mears and Councillor David Smith

RESPONSE FORM

| |
|---|
| <p><i>Please return no later than 30th June 2014</i></p> |
|---|

To: Michael Nix
Head of Education Planning and Contracts
Kings House
Grand Avenue
Hove
BN3 2LS

Tel: (01273) 290732

**Proposed Expansion of Saltdean Primary School by a form of Entry from
September 2015**

| Name and Address | |
|-----------------------------|--|
|-----------------------------|--|

I support the proposal to expand Saltdean Primary School by one form of entry from September 2015

I do not support the proposal to expand Saltdean Primary School by one form of entry from September 2015

Please add any comments here and on the reverse of this slip if needed:

Signature and date: