

**AGENDA MANAGEMENT SHEET**

**Decision maker** Portfolio Holder (Child Safeguarding, Early Intervention and Schools)

**Date of Decision- Not before** 26 August 2011

**Report Title** Proposal to Increase the Admission Number of Oakfield Primary School

**Summary** This report gives details of the response to formal consultation on the proposal to increase the admission number of Oakfield Primary School and seeks permission to publish statutory notices.

**For further information please contact:** Janet Neale  
Project Officer, Access and Organisation  
Tel 01926 742266  
[janetneale@warwickshire.gov.uk](mailto:janetneale@warwickshire.gov.uk)

**Would the recommended decision be contrary to the Budget and Policy Framework?** No

**Background papers**

- School Organisation Framework Document 2005/10
- Cabinet Report 16.12.2010
- Formal Consultation Paper

**CONSULTATION ALREADY UNDERTAKEN:-**

Details to be specified

Other Committees

 Cabinet 16.12.10

Local Member(s)

 Councillor Watson  
Councillor Butlin  
Councillor Dodd  
Councillor Hazelton  
Councillor Morris-Jones  
Councillor Robbins  
Councillor Roodhouse  
Councillor Timms  
Councillor Vereker  
Councillor Walton  
Councillor Wright

Other Elected Members

 CYP&F O&S Chair and Vice Chair for information:  
Cllr June Tandy  
Cllr John Ross  
  
CYP&F O&S Spokespersons for information:  
Cllr Peter Balaam  
Cllr Carolyn Robbins

Cabinet Member

 Cllr Heather Timms (Decision Maker)  
Cllr David Wright

- |                          |                                     |  |
|--------------------------|-------------------------------------|--|
| Chief Executive          | <input type="checkbox"/>            |  |
| Legal                    | <input checked="" type="checkbox"/> | Fay Ford " <i>comments incorporated into the report</i> "<br>Barry Jukes |
| Finance                  | <input checked="" type="checkbox"/> | John Betts, Head of Finance<br>Chris Blundell<br>John Harmon             |
| Other Chief Officers     | <input type="checkbox"/>            |  |
| District Councils        | <input checked="" type="checkbox"/> | Rugby Borough Council  |
| Health Authority         | <input type="checkbox"/>            |  |
| Police                   | <input type="checkbox"/>            |  |
| Other Bodies/Individuals | <input checked="" type="checkbox"/> | Mark Pawsey, MP  |

**FINAL DECISION**    **No**

**SUGGESTED NEXT STEPS:**

Details to be specified

- |  |                                     |                                  |
|--|-------------------------------------|----------------------------------|
| Further consideration by<br>this Committee | <input checked="" type="checkbox"/> | For final decision               |
| To Council                                 | <input type="checkbox"/>            |                                  |
| To Cabinet                                 |                                     |                                  |
| To an O & S Committee                      | <input type="checkbox"/>            |                                  |
| To an Area Committee                       | <input type="checkbox"/>            |                                  |
| Further Consultation                       | <input checked="" type="checkbox"/> | Publication of statutory notices |

# Proposal to increase the Admission Number of Oakfield Primary School

## Recommendations

That the Portfolio Holder:

- considers the response to formal consultation on proposals to increase the capacity of Oakfield Primary School from 30 to 45 places per year;
- approves the proposal;
- approves the publication of statutory notices;
- authorises officers to seek approval of the Schools Adjudicator to formally apply the new admission number with effect from September 2012.

## 1. Introduction

- 1.1 On 16 December 2010 Cabinet agreed to the Strategic Director carrying out formal consultation with stakeholders on proposals to increase provision in primary schools to ensure the Local Authority would be able to fulfil its statutory duty to ensure a sufficiency of school places.
- 1.2 One of the locations identified as requiring additional spaces was the town of Rugby. After initial formative discussions with a number of schools, formal consultations with stakeholders on a proposal to expand Oakfield Primary School took place between 13 June and 22 July 2011.

## 2. Background

- 2.1 Oakfield Primary School is a Community primary school in Rugby. It serves the area bounded by Dunchurch Road from its junction with Overslade Lane, Warwick Street and Bilton Road (Bilton Road, between junctions with Webb Ellis Road and Lawford Road shared with St. Matthew's Bloxam C of E Primary). The school also shares the Eastern side of Lytham Road, Overslade Lane, Harris Drive, Buchanan Road and Bilton Road (odd numbers) to its junction with Lytham Road with Bilton C of E Junior School. The school currently has 181 pupils on roll, an admission limit of 30 pupils per year, and a capacity of 210 pupils. In addition there are 32 children in the nursery class.
- 2.2 Pupil numbers in the area are forecast to continue to rise. If we do nothing, it is likely that there will be insufficient places in reception from September 2012. This would result in children from within the priority area having to travel to a school outside the area to secure a place.

- 2.3 Table 1. Actual and Forecast numbers on roll

Year	Actual Numbers				Forecast Numbers		
	Jan 2008	Jan 2009	Jan 2010	Jan 2011	Sep 2011	Sep 2012	Sep 2013
Oakfield Primary School							
0	20	20	26	33	30	30	30
1	21	24	22	26	33	30	30
2	21	17	27	28	27	33	30
3	17	17	22	28	26	27	33
4	27	18	15	21	27	26	27
5	30	27	19	20	20	27	26
6	26	23	25	25	19	20	27
<b>Overall Numbers on Roll</b>	<b>162</b>	<b>146</b>	<b>156</b>	<b>181</b>	<b>182</b>	<b>193</b>	<b>203</b>

- 2.4 The pupil forecasts shown in the table above take account of the recent development in the area. However, the numbers are capped at the current

admission number of 30. It should be noted that there is currently a waiting list for places in reception for September 2011.

### **3. The Proposal**

- 3.1 The proposal is to increase the admission number of Oakfield Primary School from 30 to 45 pupils per year with effect from September 2012 admissions. It is proposed that additional accommodation is provided from September 2012.
- 3.2 Oakfield Primary School shares a campus with the Merrttens Centre of the Pupil Referral Unit and Oakfield Children's Centre. As part of the reorganisation of the Pupil Referral Unit, the Merrttens centre will close with effect from the end of July 2011.
- 3.3 The possibility of redevelopment or refurbishment of the Merrttens site to provide additional places at Oakfield Primary is being investigated. An indicative maximum allocation of £2,000,000 is proposed and has been made available from within the 2011/2012 capital programme.

### **4. Consultation**

- 4.1 Formal consultation with stakeholders, attached as **Appendix A**, took place between 13 June and 22 July 2011. A consultation paper was sent to all parents, to prospective parents, staff, the Governing Body and the Pupil School Council of Oakfield Primary School, schools, Rugby Borough Council, Diocesan Education Authorities, neighbouring Local Authorities and the local Member of Parliament.
- 4.2 One response was received from Councillor Morris-Jones. He offered his support for the proposal.

### **5. Planned timescales and statutory requirements**

- 5.1 As the proposal represents a significant increase in the admission number and includes building work, the proposal would be subject to statutory proposals. The School Admissions Code 2010 requires that all changes to Published Admission Numbers for September 2012 should have been determined by 15 April 2011. However, paragraph 1.2.1 of the Admissions Code of Conduct requires that such a change to the introduction of the new admission number for September 2012 would need to be referred to the School's Adjudicator for final determination after the successful completion of statutory notices.
- 5.2 The key milestones, subject to responses at each stage, are as follows:
- |  |                        |
|--|------------------------|
| Statutory consultation                   | September/October 2011 |
| Referral to Schools Adjudicator          | October 2011           |
| Determination by the Schools Adjudicator | November/December 2011 |
| Implementation of proposals              | September 2012         |

### **6. Summary**

- 6.1 The report gives details of the response to consultation on the proposal to provide additional primary school places at Oakfield Primary School. The proposal is supported by the Headteacher and Governing Body of Oakfield Primary School. Given this and the demonstrated need for primary school places in the area, the Portfolio Holder is asked to consider approving the publication of the necessary statutory notices.

**Report Author:** Janet Neale  
**Head of Service:** Mark Gore  
**Strategic Director:** Marion Davis  
**Portfolio Holder:** Cllr Heather Timms  
12 August 2011  
03-Admission No Oakfield

## Consultation Paper

### Proposal to Increase the Admission Number of Oakfield Primary School with effect from September 2012 Admissions.

#### 1. The Proposal

The proposal is to increase the published admission number of Oakfield Primary School from 30 to 45 pupils per year with effect from September 2012 admissions. It is proposed that additional accommodation is provided to support this increase.

#### 2. Background

Oakfield Primary School is a Community primary school in Rugby. It serves the area bounded by Dunchurch Road from its junction with Overslade Lane, Warwick Street and Bilton Road (Bilton Road, between junctions with Webb Ellis Road and Lawford Road shared with St. Matthew's Bloxam C. of E. Primary). The school also shares the Eastern side of Lytham Road, Overslade Lane, Harris Drive, Buchanan Road and Bilton Road (odd numbers) to its junction with Lytham Road with Bilton C E Junior School. The school currently has 181 pupils on roll, an admission limit of 30 pupils per year, and a capacity of 210 pupils. In addition there are 32 children in the nursery class.

#### 3. Why Are The Changes Necessary?

Warwickshire is experiencing, and is forecast to continue to see, a significant growth in pupil numbers which is feeding into primary schools. The fall and rise in the birth rate in Warwickshire follows the national trend very closely with births falling each year between 1991 and 2001 before entering a rising trend from 2002 until 2009.

Pupil numbers in the area are forecast to continue to rise. If we do nothing, it is likely that there will be insufficient places in reception from September 2012. This would result in children from within the priority area having to travel to a school outside the area to secure a place.

Table 1. Actual and Forecast numbers on roll

Year	Actual Numbers				Forecast Numbers		
	Jan 2008	Jan 2009	Jan 2010	Jan 2011	Sep 2011	Sep 2012	Sep 2013
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0	20	20	26	33	30	30	30
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3	17	17	22	28	26	27	33
4	27	18	15	21	27	26	27
5	30	27	19	20	20	27	26
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<b>Overall Numbers on Roll</b>	<b>162</b>	<b>146</b>	<b>156</b>	<b>181</b>	<b>182</b>	<b>193</b>	<b>203</b>

The pupil forecasts shown in the table above take account of the recent development in the area. However, the numbers are capped at the current admission number of 30. It should be noted that there is currently a waiting for places in reception for September 2011.

## 4. What Is The Impact Of The Change?

### a) Building

The design of the new accommodation would be undertaken in consultation with representatives of the school to provide accommodation for an intake of 45 pupils per year from September 2012.

### b) Funding

The total cost of the project is yet to be finalised but it is intended that this will be funded from the capital programme.

## 5. When Would The Changes Take Effect?

If approved, a Published Admission Number (PAN) of 45 pupils will apply to admissions to Oakfield Primary School from September 2012 onwards.

An increase of the PAN from 30 to 45 would see the overall capacity of the school increase by 15 places in each year group to give an overall capacity of 315. Usually we would only look to expand a school by one year group at a time. However, discussions will take place with the school to determine how best to approach the increase in capacity.

## 6. What Happens Next?

This consultation paper is being sent to all parents, to prospective parents, staff, the governing body and the Student Council of Oakfield Primary School. Copies will also be sent to other schools in the area, Rugby Borough Council, local Parish Councils, Diocesan Education Authorities, admission authorities and the Local Member of Parliament.

The key milestones, subject to responses at each stage are as follows:

Consultation on proposals	-	13 June – 22 July 2011
Consideration by Cabinet	-	8 September 2011
Statutory Consultation	-	22 Sept - 3 Nov 2011
To Schools Adjudicator for decision	-	7 November 2011

We want to know your views. The deadline for responses is Friday 22 July 2011.

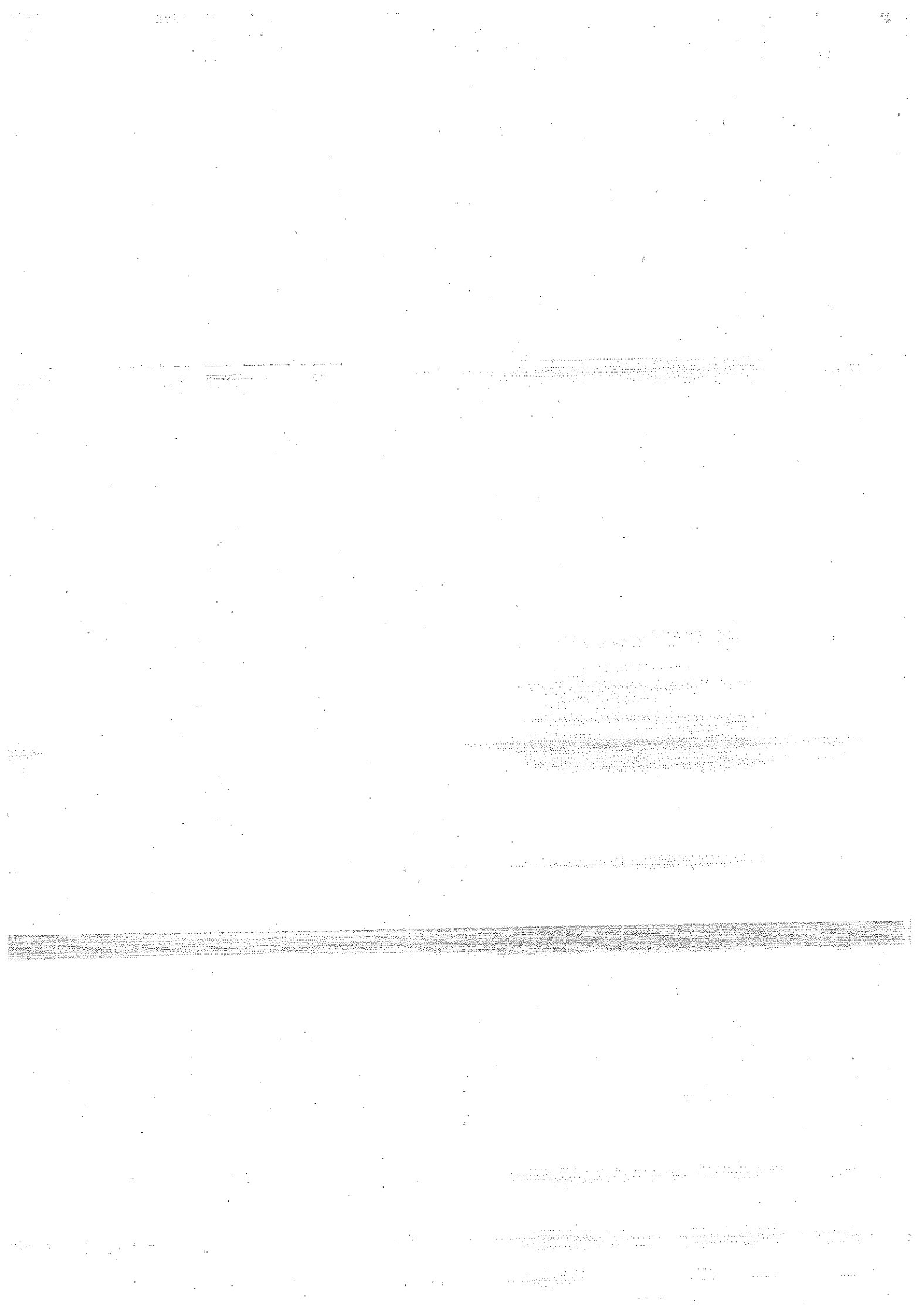
Please send you comments on the proposal by email to [consultations@warwickshire.gov.uk](mailto:consultations@warwickshire.gov.uk) or in writing to:

Access and Organisation (ref JN)  
Learning and Achievement  
Children, Young People and Families  
Saltisford Office Park  
Ansell Way  
Warwick  
CV34 4UL

# Proposal to increase the Admission Number of Oakfield Primary School.

## Responses to consultation

- Councillor Morris-Jones







To: <joanna@redhouseuk.com>  
Cc:  
Bcc:  
Subject: Re: Oakfield Primary School

Dear Councillor Morris-Jones,

Thank you for taking the time to respond to the current consultation on the proposal to increase the published admission number of Oakfield Primary School.

I will ensure your comments are made available to fellow elected members as part of the decision making process.

Regards

*Janet*

Janet Neale  
on behalf of Access and Organisation  
Learning and Achievement

To: Janet Neale, Project Officer, Access and Org...

15/06/2011 10:16:42

From: <joanna@redhouseuk.com>  
To: <consultations@warwickshire.gov.uk>  
Date: 15/06/2011 10:16  
Subject: Oakfield Primary School

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To: Janet Neale, Project Officer, Access and Organisation

In response to your letter of recent date requesting my views on the proposal to increase the PAN of Oakfield School.

I understand that this proposal has attracted general approval therefore I wish to record my opinion that the admission number should be increased.

Regards

R.P.Morris-Jones (Cllr)

Information from ESET NOD32 Antivirus, version of virus signature database 6209 (20110615)

The message was checked by ESET NOD32 Antivirus.

part000.txt - is OK  
part001.htm - is OK

<http://www.eset.com>