

# Report



## Cabinet Member for Education & Young People

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### Part 1

Date: 7<sup>th</sup> February 2017

**Subject** New Primary School – move to statutory notice

**Purpose** To move to the publication of a Statutory Notice on the reorganisation proposal “**to establish a new Primary School for pupils aged 3 – 11, on the Jubilee Park housing development, with effect from September 2017**”.

### Reason For Urgency

Subject to the final determination, it is intended that the new school, being provided by the developer, will open in September 2017 with its own dedicated Headteacher and Governing Body. In advance of that final determination, it is appropriate to note that a Headteacher post cannot be advertised until the final decision on the proposal is effective. Under the usual statutory and democratic timeframes, this is unlikely to be until w/c 24<sup>th</sup> April 2017 at the very earliest. Any Headteacher wishing to apply for a new position effective in September 2017 will be required to resign from an existing post by 30<sup>th</sup> April 2017 at the very latest. The current timeframe does not accord with this, and therefore it is requested that this decision is made urgently, reducing the member consultation period and bypassing the call-in stage. In effect this brings the decision forward by 7 working days so that the statutory proposal can be published before the half term break for the required period of 28 days following which, in the event of no objections being received, a final decision can be taken on this proposal.

**Author** Amanda B Davies, Assistant Head of Education (Resources & Planning)

**Ward** Rogerstone

**Summary** Formal consultation has been carried out on the proposal “**to establish a new Primary School for pupils aged 3 – 11, on the Jubilee Park housing development, with effect from September 2017**”. The proposal is for a new Primary School which is to be situated on the Alcan housing development and currently has the working title of “Jubilee Park” Primary School. The consultation process was carried out during the period 15<sup>th</sup> November 2016 to the 2<sup>nd</sup> January 2017 and a “Consultation Report” is attached, which describes the findings in some detail, this has also been published on the Council web site. This report references those findings and makes a recommendation to move to the publication of a statutory notice in respect of this proposal. During that statutory notice period legal objections can be set by any consultee, which would need to be considered before any final determination is taken.

**Proposal** To move to the publication of a statutory notice for 28 days in respect of the proposal “**to establish a new Primary School for pupils aged 3 – 11, on the Jubilee Park housing development, with effect from September 2017**”, and to take this decision urgently as it is so urgent that it cannot go through the Council’s agreed consultation process and/or must be implemented immediately and therefore not subject to the Council’s call in procedures for the reasons set out under ‘Reasons for Urgency’ above.

**Contact** Amanda B Davies, 01633 210630, [amanda.davies@newport.gov.uk](mailto:amanda.davies@newport.gov.uk)  
**Action by** Chief Education Officer  
**Timetable** Immediate

**Signed**

## Background

Following a formal consultation period from 15<sup>th</sup> November 2016 to 2<sup>nd</sup> January 2017, it was appropriate to publish a “Consultation Report” on the findings and after full consideration of the findings to take a decision whether or not to move to the next stage of the statutory consultation process which is to publish a statutory notice. A copy of the Consultation Report is attached at Appendix 1, the following is a synopsis.

### Formal Consultation Findings: Consultation Responses

22 consultation responses were received from stakeholders, 21 of which (equivalent to 95%) were in support of the proposal. The remaining respondent stated that he was indifferent to the proposal and would have preferred to see the new school established as Welsh-medium provision.

Any specific questions raised and comments made were responded to via *Frequently Asked Questions* which were published on the Council website and updated at regular intervals. The current most recent set of *Frequently Asked Questions* is included within the Consultation Report at Appendix 1 on page 6.

### Estyn

The formal response from Estyn concluded that “the proposal is likely to maintain, at least, the standard of education provision in the area”.

The following comments were also made within the response:

- The proposer has presented a clear rationale for the proposal;
- The proposal usefully explains that the school will need to be a “growing” school in order to respond efficiently and fairly to the increasing population expected within the new housing development;
- The benefits of the “growing” school model are succinctly set out within the proposal;
- The proposer clearly outlines other advantages and disadvantages associated with the “growing” school model;
- The proposal considers three other options, sufficiently sets out their respective benefits and disadvantages and clearly states the reason why it discounts them;
- The proposer provides details past and projected pupil numbers for the five primary schools within the cluster but has not provided an account of the impact of the proposals on Welsh medium provision within the local authority;
- The proposal appropriately considers the likely impact of the new school on standards, provision and leadership by referring to the outcomes of the five cluster primary schools’ most recent Estyn inspections;
- The Council sensibly recognises that it may need to initiate an executive Headteacher arrangement should the Governing Body not have time to appoint a new Headteacher;
- The proposal provides an important reassurance that the local authority and consortium will commit to the development of quality curriculum provision at the school, supported by an experienced Challenge Adviser;

- The proposer reasonably affirms that the new school will support pupils with additional learning needs within mainstream education without any impact of the city’s special educational needs provision.

However, whilst the risks and mitigating factors associated with the preferred option to open a “growing” school are clearly summarised in a useful table, the proposer has only identified a relatively small number of risks without considering other potential risks including building and construction delays and the unique challenges of managing a mixed-age class structure.

**The Council response to this comment by Estyn is that the other potential risks including building and construction delays and the unique challenges of managing a mixed-age class structure have been asked by other consultees during this consultation and answers provided within the Frequently Asked Questions section on pages 17, 18 and 19.**

### Learners Voice

An officer from the Council met with groups of pupils from across High Cross Primary School, Mount Pleasant Primary School, Pentrepoeth Primary School and Rogerstone Primary School during December 2016.

Pupil Questionnaire which is copied within the attached Consultation Report was also discussed with the 53 children who took part in these sessions. Copies of the questionnaire were also shared with the four schools.

In total 132 pupils responded in this way with the following results:

- 62% of respondents felt that opening a new primary school in the area was a good idea:
- 78% of those asked thought that having a dedicated local school would be good for the children who move on to the estate;
- Benefits of the proposal include reduced travel time, an ability to walk to school, improved timekeeping, health and wellbeing and increased independence;
- Disadvantages were noted as being the proximity to existing schools and increased traffic in the area;
- 64% of the respondents felt that the concept of a growing school was a good idea.

### Financial Summary

#### CAPITAL:

If the establishment of this primary school goes ahead, there will be capital costs incurred at a level of £385,000 in respect of Fixtures, Fittings & Equipment which are not provided under the legal agreement with the Housing Developer. However whilst these costs are included within the Capital Programme at £10k in 2016/2017, and £375k in 2017/2018 there are no direct capital costs in publishing a statutory notice.

#### REVENUE:

The revenue costs associated with the opening of the School from September 2017 are included within the table set out on the next page, these are shown cumulatively, with the incremental additionality required in each year dealt with as follows. Current Council funding proposals for schools require the funding for 2017/2018 to be found from within the current schools funding budgets. For future years the cost pressures are built into the Councils overall medium term financial plan for consideration by future administrations.

	Year 1 (Current)	Year 2	Year 3	Ongoing	Notes including budgets heads affected
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	£	£	£	£	
<b>Costs (Income)</b>	<b>396k</b>	<b>789k</b>	<b>1,014k</b>	<b>1,104k</b>	
<b>Net Costs (Savings)</b>	<b>396k</b>	<b>789k</b>	<b>1,014k</b>	<b>1,104k</b>	
<b>Net Impact on Budget</b>	<b>396k</b>	<b>789k</b>	<b>1,014k</b>	<b>1,104k</b>	

## Risks

Risk	Impact of Risk if it occurs* (H/M/L)	Probability of risk occurring (H/M/L)	What is the Council doing or what has it done to avoid the risk or reduce its effect	Who is responsible for dealing with the risk?
Failure to move to statutory notice	L	L	This risk has been mitigated by carrying out a full and public statutory consultation process, which includes a 42 day formal consultation before moving to publication of a statutory notice for 28 days	Chief Education Officer

## Links to Council Policies and Priorities

Council Improvement Plan

Education Service Plan

21CS Strategic Outline Plan

National Implementation Plan for 3 – 16 Education

## Options Considered/Available

Option 1: to move to the publication of a statutory notice for 28 days, which is the next stage in the statutory consultation process and continues to allow for consultees to have their say and set legal objections against the proposal.

Option 2: not to move to the publication of a statutory notice, but to cease the proposal after the formal consultation period, this would mean not concluding the full statutory consultation process in order to take the decision to establish this school.

## Preferred choice and reasons

Option 1 is preferred as it takes the next stage in the full statutory consultation process and allows all consultees to fully consider the proposal during an additional 28 day period before taking any final determination on the proposal.

## Sustainability and Environmental Issues

None

## Crime and Disorder Act 1998

Section 17(1) of the Crime and Disorder Act 1998 imposes a duty on the Local Authority to exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent, crime and disorder in its area.

## Comments of Monitoring Officer

The proposed action is in accordance with the statutory school reorganisation procedures set out in the School Standards and Organisation (Wales) Act 2013 and the School Organisation Code. The proposal to establish a new “growing” primary school and nursery at Jubilee Park is a regulated alteration under

the Code. Therefore, the proposed new school needs to be formally published and subjected to formal consultation in accordance with the statutory procedure. In accordance with the statutory procedures, a detailed consultation document has been prepared, setting out the reasons for the proposals, and there has been meaningful consultation with key stakeholders, including children and young people, who are likely to be affected by the changes. The consultation responses are attached to the Report and are largely supportive of the proposal. The Cabinet Member is now required to consider these representations and decide whether or not to proceed with the necessary statutory notices. If the decision is taken to proceed, then the proposal will need to be published by way of formal statutory notice, on the Council's website and by public notices, and a period of 28 days (including, at least, 15 school days) must be allowed for statutory objections. If there are no objections, then the final decision can be taken by the Cabinet Member but if there are any unresolved statutory objections then the final decision will be referred to full Cabinet. The proposed new "growing" school meets the requirements of the planning consent and the section 106 Agreement with the developer and also allows the school numbers to increase on a phased basis in line with the development

### **Comments of Chief Financial Officer**

Although there are no major financial implications of moving to publication of statutory notice phase, the financial consequences of new schools is a factor considered. The increase in revenue costs will need to be factored into the funding of the ISB. Further reports will be brought before the Cabinet Member as the process continues.

### **Comments of Head of People and Business Change**

As noted in the report aspects of the sustainable development principle of the Well-being of Future Generations (Wales) Act have been considered in the decision making process. As required a Fairness and Equality Impact Assessments (FEIA) has been completed and is attached. From a HR perspective, the timescales of this proposal will have to be closely monitored to ensure that the appropriate recruitment processes can be achieved within the timescales for notice periods and in line with a September opening.

### **Scrutiny Committees**

None

### **Equalities Impact Assessment**

The Equality Act 2010 contains a Public Sector Equality Duty which came into force on 06 April 2011. The Act identifies a number of 'protected characteristics', namely age; disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; sexual orientation; marriage and civil partnership. The new single duty aims to integrate consideration of equality and good relations into the regular business of public authorities. Compliance with the duty is a legal obligation and is intended to result in better informed decision-making and policy development and services that are more effective for users. In exercising its functions, the Council must have due regard to the need to: eliminate unlawful discrimination, harassment, victimisation and other conduct that is prohibited by the Act; advance equality of opportunity between persons who share a protected characteristic and those who do not; and foster good relations between persons who share a protected characteristic and those who do not. The Act is not overly prescriptive about the approach a public authority should take to ensure due regard, although it does set out that due regard to advancing equality involves: removing or minimising disadvantages suffered by people due to their protected characteristics; taking steps to meet the needs of people from protected groups where these differ from the need of other people; and encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

An updated Fairness & Equality Impact Assessment is attached at Appendix 2.

### **Children and Families (Wales) Measure**

Although no targeted consultation takes place specifically aimed at children and young people, consultation on planning applications and appeals is open to all of our citizens regardless of their

age. Depending on the scale of the proposed development, applications are publicised via letters to neighbouring occupiers, site notices, press notices and/or social media. People replying to consultations are not required to provide their age or any other personal data, and therefore this data is not held or recorded in any way, and responses are not separated out by age.

## Wellbeing of Future Generations (Wales) Act 2015

Report writers need to indicate how they have considered the five things public bodies need to think about to show they have applied the sustainable development principle put into place by the Act. You will need to demonstrate you have considered the following:

- Long term: the importance of balancing short- term needs with the need to safeguard the ability to also meet long – term needs **by supporting a seamless pathway for education from 4 – 11**
- Prevention: How acting to prevent problems occurring or getting worse may help us meet our objectives **by the consolidation of a 4 – 11 school provides stability for education and employment**
- Integration: Consider how the proposals will impact on our wellbeing objectives, our wellbeing goals, other objectives or those of other public bodies **full statutory consultation has been supported by an FEIA at each decision stage considering impact**
- Collaboration: have you considered how acting in collaboration with any other person or any other part of our organisation could help meet our wellbeing objectives **full statutory consultation has been supported by an FEIA at each decision stage**
- Involvement: The importance of involving people with an interest in achieving the wellbeing goals, and ensuring that those people reflect the diversity of the City we serve **full statutory consultation has been supported by an FEIA at each decision stage**

## Consultation

Comments received from wider consultation, including comments from elected members, are detailed in each application report in the attached schedule.

## Background Papers

None

Dated: 7 February 2017

Appendix 1: Consultation Report

Appendix 2: Updated Fairness & Equality Impact Assessment

# APPENDIX 1

# Newport City Council

## Consultation report

**Proposal to establish a new primary school on the Jubilee Park development from September 2017**

**Formal Consultation period:  
15<sup>th</sup> November 2016 to 2<sup>nd</sup> January 2017**

### **Purpose**

This report is published in line with the requirements of the School Standards and Organisation (Wales) Act 2013 and the School Organisation Code, July 2013.

This consultation report includes the following sections:

- The Proposal
- Stakeholder Engagement
- Everyday Summary Version – Children & Young People
- Consultation Responses
- Estyn
- Learner Voice
- Frequently Asked Questions
- Copy of the Pupil Questionnaire (at Appendix A)

### **The Proposal**

To establish a new primary school in Newport for pupils aged between 3 and 11 years, on the Jubilee Park housing development, with effect from September 2017.

### **Stakeholder Engagement**

An invitation to take part in the statutory consultation was issued to the following stakeholders, with a link to the consultation pack on the Council's website sent by e-mail, or hard copies being made available through the four primary schools in the immediate vicinity of the proposed new school, namely High Cross Primary, Mount Pleasant Primary, Pentrepoeth Primary and Rogerstone Primary, and at the three Sales Offices on the housing development:

- All people living on the Jubilee Park site;
- Teachers, staff and the governing bodies of High Cross Primary School, Mount Pleasant Primary School, Pentrepoeth Primary School and Rogerstone Primary School;
- Parents, carers and guardians of pupils attending High Cross Primary School, Mount Pleasant Primary School, Pentrepoeth Primary School and Rogerstone Primary School;
- Pupils attending High Cross Primary School, Mount Pleasant Primary School, Pentrepoeth Primary School and Rogerstone Primary School;
- The Headteachers and Governing Bodies of all other Newport primary, secondary and special schools;
- The Director of Education, Monmouth Diocesan Trust;
- The Director of Education, Roman Catholic Archdiocese;
- All Newport City Council elected members;
- All Newport City Council Heads of Service;
- The Welsh Ministers;
- Assembly Members (AMs) and Members of Parliament (MPs) representing the area served by the schools subject to the proposals;
- The Chief Education Officers of other Councils within the South East Wales Consortium;
- Estyn;
- The South East Wales Education Achievement Service;



- Teaching and staff trade unions;
- The Police and Crime Commissioner for Gwent;
- The Community Councils for Rogerstone and Graig;
- The local Communities First partnership (or equivalent);
- The 3 independent childcare providers in Rogerstone and the surrounding catchment areas – Ty Du Playgroup, Little Oaks at Bassaleg Pre-School and Rhiwderin Village Meithrin;
- Newport Early Years Development and Childcare Partnership;
- SNAP Cymru.

The following consultation events were arranged. These were publicised via a letter to stakeholders, on the Council website and through the consultation document.

Venue	Date and Time	Event type
Rivermead Centre, Fuscia Way, Rogerstone, Newport, NP10 9LD	Thursday 24 <sup>th</sup> November 2016 3.30pm – 6.00pm	Drop-in event
Committee Room 7, Civic Centre, Newport, NP20 4UR	Friday 25 <sup>th</sup> November 2016 9.00am – 11.30am	Drop-in event

## Everyday Summary Version – Children & Young People

An Everyday Summary Version of the main consultation document was published and shared with stakeholders. This document was also targeted at children and young people.

Officers from the Council also met with groups of children from four local primary schools, namely High Cross Primary School, Mount Pleasant Primary School, Pentrepoeth Primary School and Rogerstone Primary School, to discuss the proposal and gain the views of the pupils. A summary of the comments received is outlined in the Learner Voice section.

In addition a children’s questionnaire was created and shared with these schools for distribution amongst pupils. A copy of the questionnaire is shown at Appendix A and a synopsis of responses outlined in the Learner Voice section below.

## Consultation Responses

22 consultation responses were received from stakeholders, 21 of which (equivalent to 95%) were in support of the proposal. The remaining respondent stated that he was indifferent to the proposal and would have preferred to see the new school established as Welsh-medium provision.

Any specific questions raised and comments made were responded to via *Frequently Asked Questions* which were published on the Council website and updated at regular intervals. The current most recent set of *Frequently Asked Questions* is included within this report.

## Estyn

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However, whilst the risks and mitigating factors associated with the preferred option to open a "growing" school are clearly summarised in a useful table, the proposer has only identified a relatively small number of risks without considering other potential risks including building and construction delays and the unique challenges of managing a mixed-age class structure.

## Learner Voice

An officer from the Council met with groups of pupils from across High Cross Primary School, Mount Pleasant Primary School, Pentrepoeth Primary School and Rogerstone Primary School during December 2016. The following questions were raised by the pupils:

### **High Cross Primary School**

Question	Response
<i>What will the name of the new school be?</i>	This will be decided by the temporary governing body which will be established once final approval of the proposal is granted.
<i>When will the new school open?</i>	The new school will open in September 2017.
<i>Will there be enough room in Bassaleg School for the extra children when it is time for them to move to secondary school?</i>	Yes, Bassaleg School has enough capacity to meet the demand for places from children living in the catchment area at the time they are due to move from Year 6 in primary school.
<i>Is the new school going to be built in the middle of the new estate?</i>	The school is currently being built and when the estate is fully complete, it will be surrounded by houses.
<i>How many children will be able to go to the new school?</i>	The school will be able to accommodate 315 children in total from Reception to Year Six, plus a nursery class of 48 (24 children in each morning and afternoon session).  When the school first opens however, it will take only 15 children per year group, plus a nursery class of 30 (15 children in each morning and afternoon session).
<i>Will the new school have a nursery class?</i>	Yes there will be a nursery class at the school,

	open over two sessions (morning and afternoon).
<i>Will there be a waiting list you can be added to if your application for admission is not successful?</i>	Yes, if an application for admission is refused, the child will be placed on the waiting list for a place at the school.
<i>What if children wanted to stay in the current school and didn't want to move to the new school?</i>	Children will not be forced to attend the new school. Parents can choose to apply for their children to attend the new school, but children will be able to stay in the current schools if that is their preference.
<i>What if too many children want to go to the new school?</i>	If more applications are received than the number of places available, the Council will decide who to admit by applying its agreed over-subscription criteria.
<i>What would happen if brothers and sisters couldn't all go to the same school?</i>	The over-subscription criteria give a higher priority to children whose older brothers and sisters are already attending the preferred school. However there are some instances where siblings cannot attend the school.
<i>What happens if twins, or triplets or quads couldn't go to the same school?</i>	If the last remaining place in a year group is awarded to a multiple birth child, the Council will automatically admit the other children so that they are able to attend the same school.
<i>If children living on the new estate couldn't go to the new school, would they go to another school or just stay at home until a place became available?</i>	All children over the age of 5 must attend school unless they are being home educated by their parents. Therefore if no places are available at a preferred school, the Council will offer a place elsewhere, and in some circumstances will arrange transport to get the child to and from school.
<i>How will the mixed-age classes be arranged?</i>	In the first year there are likely to be four classes: 1 for Nursery and Reception pupils; 1 for Year 1 and Year 2 pupils; 1 for Year 3 and Year 4 pupils and 1 for Year 5 and Year 6 pupils.  Mixed age classes have been tried and tested and are in operation in schools across Newport.
<i>How many houses will be on the new estate?</i>	The estate is expected to be fully complete by 2021, at which time there will be approximately 910 houses on the site.

<i>If children couldn't get into their preferred school, and no taxis were available, could they just do half days at school?</i>	No. If a pupil needs to travel to school by bus or taxi, the Council will ensure that these arrangements mean that the child is able to attend school for full days.
<i>Will there be 15 children from each year group when the school first opens?</i>	There will be a maximum of 15 places available in each year group, but we are unable to confirm how many of these will be taken up.
<i>How many children will be in each class?</i>	There will be a maximum of 30 children in each class.
<i>Will the new school be a private school?</i>	No, it will be a community-maintained school which will be free to attend.
<i>Will the new school be bigger or smaller than High Cross?</i>	The new school will be bigger than High Cross. The capacity for High Cross Primary is for 210 pupils aged between 4 and 11 years, plus a nursery class of 16. The new school will have capacity for 315 pupils aged between 4 and 11 years, plus a nursery class of 24.
<i>Why does the Headteacher decide how the school budget is spent?</i>	The Headteacher and Governing Body are responsible for the school budget and ensuring that appropriate additional resources are available to support the pupils on roll.
<i>How long will it take to build the school?</i>	The agreement between the Council and the builder is that the school will be ready during the summer of 2017, and will be opened in September 2017.
<i>How many teachers will there be at the new school?</i>	The Headteacher and Governing Body will determine how many teachers, teaching assistants and support staff will be needed to support the school when it first opens.
<i>Will the new school have a library?</i>	No, the library resources will likely be included in each classroom.
<i>What colour will the school uniform be?</i>	This will be decided by the temporary governing body which will be established once final approval of the proposal is granted.

## ***Pentrepoeth Primary School***

<b>Question</b>	<b>Response</b>
<i>Will the 45 children in each year group be taught in one class or split into two groups?</i>	<p>Each year group will be taught over two separate classes, but some of these will be mixed-age arrangements. There will be 11 classes in total: 2 for Reception pupils, 3 for Year 1 and Year 2 pupils, 3 for Year 3 and Year 4 pupils and 3 for Year 5 and Year 6 pupils.</p> <p>Mixed age classes have been tried and tested and are in operation in schools across Newport.</p>
<i>Will the new school have its own catchment area?</i>	<p>Yes. The new school will have a dedicated catchment area made up of the whole of the Jubilee Park development, plus the section of Tregwilym Road between the Tregwilym Lodge Nursing Home and the railway bridge.</p>
<i>Will the children who live on the new estate be forced to go to the new school?</i>	<p>No, parents can choose to apply for their children to attend the new school, but children will be able to stay in the current schools if that is their preference.</p>
<i>What will be the catchment secondary school for the children who live on the new estate?</i>	<p>The catchment secondary school for children living on the new development will be Bassaleg School.</p>
<i>Will the new school be English-medium or Welsh-medium?</i>	<p>The new school will be an English-medium school.</p>
<i>If a child goes to a Welsh-medium primary school, do they have to go to a Welsh-medium secondary school?</i>	<p>Not necessarily, but most do.</p>
<i>When the school initially opens, will there be additional staff, or just four teachers?</i>	<p>The Headteacher and Governing Body will determine how many staff will be needed to support the school when it first opens, but there are likely to be Teaching Assistants in some classes.</p>
<i>Will the new school be a private school?</i>	<p>No, it will be a community-maintained school which will be free to attend.</p>
<i>Will there be enough money to pay for additional resources?</i>	<p>The Headteacher and Governing Body will be responsible for the school budget and ensuring that appropriate additional resources are available to support the pupils on roll. It is for this reason that mixed-age classes will be operated.</p> <p>In simple terms, the Headteacher receives £1,000 for every child entering the school. A</p>

	<p>class of 30 pupils would therefore generate £30,000, whilst a class of 15 would generate only £15,000. A teacher costs £25,000, and so the Headteacher would not have enough money if there were only 15 children in the class. If there was a class of 30 pupils, the Headteacher could pay for a teacher and use the remaining money to purchase additional resources.</p>
<p><i>Will the school have more or less money to spend than other schools?</i></p>	<p>All schools in Newport are funded in the same way, via an agreed formula. The new school will also be funded in this way.</p>
<p><i>Why is the new school able to take more children in nursery than Reception? Could this lead to some children not being able to go to Reception with their friends?</i></p>	<p>Technically yes, as when the school is fully open, there will be capacity for 48 children in nursery whilst only 45 children can be accommodated in Reception. However, not all children in the nursery class will be ready to move to Reception at the same time and so hopefully this would not happen.</p>
<p><i>How do you decide who can go to the new school? Is it on a first come – first served basis?</i></p>	<p>Where the Council receives fewer applications than the number of places available, all applicants will be offered places. If they receive more applications than the number of places available however, the Council will decide who to admit by applying its agreed over-subscription criteria.</p>
<p><i>At what age can children go to nursery?</i></p>	<p>Children are eligible for a free part-time nursery place at the start of the term following their 3<sup>rd</sup> birthday. Admission can therefore be a three times during the year: January for children who turn 3 between September and December; April for children who turn 3 between January and March, and; September for children who turn 3 between April and August. Depending on when their birthday is therefore, children can spend either 3, 4 or 5 terms in a nursery class.</p>
<p><i>If a child goes to the nursery class at a school, do they automatically go into Reception?</i></p>	<p>No. There are separate application processes for admission to Nursery and Reception and therefore even if a child attends a particular nursery, there is no guarantee that they will be able to move into Reception at that school.</p>
<p><i>When you decide who moves from Nursery into Reception, is it based on the ability of the child?</i></p>	<p>No. If there are more applications than places available, the Council will apply the agreed over-subscription criteria to determine priority for admission.</p>
<p><i>What would happen if a child wanted a place in nursery but it was already full?</i></p>	<p>The Council is unable to offer children places in a year group which is already full, even if they have higher priority for the place than a child</p>

	who is already attending the school. Where a child is unsuccessful in gaining a place at a preferred school, their name will be placed on a waiting list in case a space subsequently becomes available.
<i>Will the new school follow the same curriculum as other schools?</i>	Yes, the same curriculum is followed across all community-maintained schools in Newport.

### **Rogerstone Primary School**

<b>Question</b>	<b>Response</b>
<i>Will children living on Jubilee Park be forced to go to the new school?</i>	No, parents can choose to apply for their children to attend the new school, but children will be able to stay in the current schools if that is their preference.
<i>Will there be more traffic when the new school is built?</i>	As the new houses are built and occupied, it is likely that there will be more traffic. However, when the new school opens on the estate, many children will be able to walk to school and so there will be less reliance on cars.
<i>Won't it be easier if there are 30 children in every class instead of 15?</i>	Under this proposal, there will be a maximum of 30 children in each class. In the first year, there will be four mixed-age classes, so each class will contain children from two year groups.  Mixed age classes have been tried and tested and are in operation in schools across Newport.
<i>Will the estate open at the same time as the school?</i>	Some people are already living on the estate, but it is not expected to be fully complete until around 2021.
<i>When will the school and the estate be finished?</i>	The school will open in September 2017 but the housing development is not expected to be fully complete until 2021.
<i>Why do some children have to travel long distances to get to school?</i>	If a local school is full, the Council will offer a child a place at their nearest available school. In some cases this can be quite far from the pupil's home, and if the distance is measured at more than two miles, the Council will provide a bus or taxi to help them get to school.
<i>If children from two year groups are in the same class, won't their abilities be very different?</i>	The teacher will ensure that all children are taught the correct curriculum appropriate for their age group.
<i>Wouldn't it be easier to teach children in single year groups?</i>	Most schools prefer straight-age classes but mixed-age classes are not uncommon in schools

	<p>across Newport. The school would not be able to operate classes of just 15 pupils as they would not be able to pay for teachers and resources.</p> <p>In simple terms, the Headteacher receives £1,000 for every child entering the school. A class of 30 pupils would therefore generate £30,000, whilst a class of 15 would generate only £15,000. A teacher costs £25,000, and so the Headteacher would not have enough money if there were only 15 children in the class. If there was a class of 30 pupils, the Headteacher could pay for a teacher and use the remaining money to purchase additional resources.</p>
<i>Will there be a new High School on the estate?</i>	No, the catchment secondary school for children living on the new development will be Bassaleg School.
<i>Why can't the builders work on weekends to get the school finished earlier?</i>	The agreement between the Council and the builder is that the school will be ready during the summer of 2017, and will be opened in September 2017.
<i>Will there be separate yards for the Infant and Junior children?</i>	Yes, there will be separate play areas.
<i>How big will the canteen be?</i>	All facilities have been designed to ensure that the school can comfortably accommodate a maximum of 315 pupils.
<i>Will there be a Learning Resource Base at the new school?</i>	Yes, there will be one Learning Resource Base class which will accommodate a maximum of 10 children between the ages of 4 and 11.
<i>How many dinner ladies will there be?</i>	The Headteacher and Governing Body will decide on the staff that will be required once they know how many children will be attending the new school.
<i>Will the Foundation Phase and Key Stage Two children have separate lunchtimes?</i>	This is something that the Headteacher will decide nearer to the time that the school is due to open.



<i>How many staff will work at the new school?</i>	The Headteacher and Governing Body will decide on the staff that will be required once they know how many children will be attending the new school.
<i>Will the school need to have an extension to accommodate more children in the future?</i>	There is no provision for the school to be extended.
<i>Will the Council provide the resources for the new school?</i>	The Council will provide some resources and the rest will be paid for by the school when it opens.
<i>Will there be a 3G pitch?</i>	Yes, the new school will have a 3G pitch with floodlights.
<i>Will there be a School Council?</i>	This is something that will be decided by the Headteacher once the school opens.
<i>Will the new school have a café facility?</i>	No, there will be no café facility at the new school.
<i>Will there be After School Clubs?</i>	This is something that will be decided by the Headteacher nearer to the opening date.
<i>What will happen if a teacher is ill and can't come into work?</i>	The Headteacher will arrange for a supply teacher to cover the class, just like your Headteacher does at present if this happens at your school.

The Pupil Questionnaire (Appendix A) was also discussed with the 53 children who took part in these sessions. Copies of the questionnaire were also shared with the four schools. In total 132 pupils responded in this way with the following results:

- 62% of respondents felt that opening a new primary school in the area was a good idea;
- 78% of those asked thought that having a dedicated local school would be good for the children who move on to the estate;
- Benefits of the proposal include reduced travel time, an ability to walk to school, improved timekeeping, health and wellbeing and increased independence;
- Disadvantages were noted as being the proximity to existing schools and increased traffic in the area;
- 64% of the respondents felt that the concept of a growing school was a good idea.

## Frequently Asked Questions

Following the issue of the consultation document, a set of Frequently Asked Questions has been drafted, regularly updated and published on the Council website. The most recent set read as follows:

### **You have stated that the nursery class will open initially for only 15 children, and yet there are more than 15 children of that age living on the development. How will they be accommodated?**

The nursery will open with capacity for 15 full time equivalent children, meaning that 30 children can be accommodated in total over a part-time morning or afternoon session. If the Council receives more than 30 applications, places will be allocated in accordance with the published over-subscription criteria which can be found at:

<http://www.newport.gov.uk/documents/Schools-and-Education/School-Admissions-Policy-2017-18.pdf>

### **You have stated that the new school will open in September 2017 and yet the building appears to look far from completion. What are the contingency plans?**

The developer has an agreed schedule for delivery of the project and has complete responsibility for this timeline. The Council is assured that the school will be delivered during the summer term 2017 to be opened to pupils in September 2017.

### **The proposed timeline does not allow for an experienced Headteacher to be appointed. How will this be accommodated?**

Under this proposal, the new school will be a stand-alone school with its own Headteacher and Governing Body. Responsibility for appointment of a suitable Headteacher will lie with the temporary Governing Body which will be established once a final decision is granted.

### **Why is the new school being established as English-medium rather than Welsh-medium?**

The process for establishing a new school is through a Cabinet Member for Education & Young People decision to take forward a regulated statutory consultation process. There is no formal policy to set the linguistic character of any new school, it is however, considered based on the demand and availability of school places before any decision is taken. The evidenced based demand can be assessed as follows:

- 3 Welsh-medium primary schools have a combined capacity of 689 places
- 3 Welsh-medium primary schools have a combined number on roll of 622
- The surplus position which exists within Welsh-medium primary sector is 67 places

This approach was carried out prior to taking the decision to move to launch the formal consultation on this proposal.

### **What is the catchment area for the new school and can children from outside of this area apply for admission?**

The catchment area is the term used to describe the geographical area served by a school. All primary schools in Newport have a designated catchment area, and priority for admission is afforded to pupils confirmed as living within this agreed boundary. This does not however preclude applications being made by pupils living outside the catchment area, it simply means that their applications have a lower priority. The proposed catchment area for the new school is shown visually on page 14 of the formal consultation pack.

### **What provision is being made to support the increased demand for secondary education in the Bassaleg area?**

The Council's Planning of School Places group meets regularly to assess current and future demand. This includes primary and secondary provision across all areas of the City. Bassaleg School has sufficient capacity to meet demand from children living in the designated catchment area during the phase transfer process for Year 6 to Year 7.

### **Is a Doctor's Surgery being built on the Jubilee Park development?**

Unfortunately, the Education Department is unable to comment on any future plans for the Jubilee Park development.

### **I have just recently or am about to move into a property on the estate. How will I find out information about the new school?**

The Council undertook a letter drop to all properties within the catchment area on the consultation launch date. For families who have moved after this date, information can be found on the Council website via the following link:

<http://www.newport.gov.uk/en/Schools-Education/School-reorganisation/Jubilee-Park-school-consultation.aspx>

Alternatively consultation packs are available at any of the three sales offices on the Jubilee Park development.

**I will shortly be moving to a property on the Jubilee Park development and have a child who is eligible to apply for a place in the September 2017 Reception year group at the new school. What will happen to my application?**

When determining your application, the Council will use the address at which you live on the stipulated closing date for receipt of applications, and is unable to take account of any anticipated or actual changes in circumstances that may occur after the closing date including exchange of contracts notifications. In processing your application, the Council may be required to verify your home address and is able to access the Council Tax database for this purpose.

**I am living on the Jubilee Park development and my child is already in a primary school but I want to apply for my child to transfer to the new school when it opens in September 2017. How and when can I apply?**

Admissions to all year groups other than Nursery and Reception are called In-Year Transfers. Applications for an in-year transfer can be made up to a school term in advance, and therefore the earliest these can be submitted is 24<sup>th</sup> April 2017. The 2017/18 In-Year Transfer Application Form will be made available on the Council website during April 2017 and will be processed on a first-come first-served basis from 24<sup>th</sup> April 2017.

**What specific properties fall into the catchment area for the new school?**

This is denoted as the entire Jubilee Park development, plus the section of Tregwilym Road between the Tregwilym Lodge Nursing Home and the railway bridge.

**Will the current catchment area for Bassaleg School be amended as a result of this proposal?**

There are no current plans to amend school catchment areas across the City.

**Is there any provision in the local area for wrap-around care for nursery age children?**

If demand is sufficient, the Council will work with local private providers and specialist organisations (Clybiau Plant Cymru Kids Clubs) to develop out of school childcare for children in the local area.

**What curriculum will be followed at the new school?**

The same school curriculum will be followed as is in place across other primary schools in Newport. The school curriculum is learner focussed, places an emphasis on skills development and ensures that it is appropriate for the specific needs of Wales.

**What is being done to alleviate the traffic congestion in the area?**

Unfortunately, the Education Department is unable to comment on the traffic issues in the local area.

**Will the decision to formally establish the school be taken before places are allocated on 31<sup>st</sup> March and if not, what will happen?**

The current timeline assumes that a final decision on the proposal will be taken towards the end of the Spring term 2017. It is possible that the outcome of admission applications will be issued before this final decision is made public. If this is the case, the offer of a place at the school will be made "in principle" pending the final decision.

**What admissions criteria will be used for 2017 applications for those children currently living on Jubilee Park?**

Applications will be assessed in accordance with the Council's Admissions Policy which applies to all schools in Newport. Where a school is oversubscribed, the Council's published over-subscription criteria will be applied to determine priority for places. The Council's School Admission Policy, incorporating the published over-subscription criteria, can be viewed via the following link:

<http://www.newport.gov.uk/documents/Schools-and-Education/School-Admissions-Policy-2017-18.pdf>

**If a distance criterion is used, how will this be calculated?**

This is based on the distance between home and school and is measured as the shortest available walking route determined using official routes known to the council and highways agencies as the Safe Walking Network. Further information is available within the Council's School Admissions Policy which can be accessed via the following link:

<http://www.newport.gov.uk/documents/Schools-and-Education/School-Admissions-Policy-2017-18.pdf>

**When will the governing body and staff be appointed?**

The current timeline assumes that a final decision on the proposal will be taken towards the end of the Spring term 2017. Once the decision is taken, a temporary Governing Body will be appointed who will be responsible for appointing a Headteacher and agreeing a staffing structure.

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In accordance with the School Organisation Code (2013) this report is published electronically on Newport City Council's website at [www.newport.gov.uk](http://www.newport.gov.uk)

To request a hard (paper) copy of this document please contact Newport City Council's Education Service Development Manager on 01633 656656 or email [school.reorg@newport.gov.uk](mailto:school.reorg@newport.gov.uk)

*Consultation Report Appendix A*



## New Primary School at Jubilee Park

We want to open a new primary school at Jubilee Park. The school is being built by the people who are also building the houses, mainly for the children who move on to the new estate. If there is space however, children from other parts of Newport can also apply to go there. We want to know what you think about this plan.

1. Do you think that opening a new primary school in the area is a good idea?



No



Don't know



Yes

2. Do you think having a dedicated local school will be good for the children who move on to the new estate?



No



Don't know



Yes

3. What do you think children living on the estate will think about having a school they can easily walk to?

4. Can you think of any reasons why we shouldn't open a new primary school?

5. Do you think opening the new school as a growing school is a good idea?



No

Don't know

Yes

6. What do you think will be good or bad about this plan?

7. Do you have anything else you would like to tell us?

Thank you for taking the time to tell us what you think!



## Fairness and Equalities Impact Assessments F&EIAs (2015)

## APPENDIX 2

This form presents evidence that equalities, Welsh language and fairness have been considered when taking policy and service delivery decisions in Newport City Council.

Our Equalities focus is taken from the Equalities Act 2010: we consider the nine protected equalities characteristics- age, gender reassignment, disability, marriage and civil partnership, pregnancy and maternity, race, religion and belief, sex, sexual orientation.

Under the General Equality Duty we have a duty to:

- Eliminate unlawful discrimination, harassment and victimisation
  - Advance equality of opportunity and
  - Foster good relations
- across the nine protected characteristics.

Under the Welsh Language Measure 2011 the Welsh language cannot be treated any less favourably than the English language

In Newport we focus on Fairness through the following themes: Health, Poverty, Skills and Work, Domestic Abuse and Tackling Area Based Deprivation.

Service Area	Head of Service	Person responsible for the Assessment:	Date of Assessment
Education	James Harris	Amanda B Davies	January 2017

1. What is the policy/ service being assessed?

To publish the proposal “**to establish a new Primary School for pupils aged 3 – 11, on the Jubilee Park housing development, with effect from September 2017**”. Publication of the proposal is Statutory Notice for 28 days

2. What is the purpose of the policy/ service change?

To formally consult on the provision of a new primary school for ages 3 – 11.

### 3. Protected Characteristics

Protected Characteristic	Who are the customers/service users/ potential service users?	If we take this decision what is the potential impact?  The impact may be either positive or negative  Explain how people may be affected and give the evidence for this	Action Plan to address issues raised  What changes or practical measures would reduce adverse impact on particular groups.  What changes would increase positive impacts e.g. improve access or opportunity  May be revisited post consultation	Who is responsible?	Timeframe to review
Age	School aged children  Parents / Carers	The expected impact of the proposal is to provide education within a seamless transition for primary school within a new school setting.			
Gender reassignment					
Disability					
Marriage/Civil Partnership					
Pregnancy and Maternity	Prospective parents	The availability of places at this all-through primary school will be positive for prospective parents.			
Race					
Religion/belief (or the absence of)					



Sex					
Sexual Orientation					
Welsh language	No – the proposal concerns English language provision	The decision will not affect Welsh-medium education provision; the Welsh language elements of the curriculum will apply to the new primary school for pupils in line with provision across the city		Chief Education Officer	

**4. Who has the service consulted regarding the proposed change? When should new consultation take place?**

NB: It is essential that service users and other interested parties are involved in the planning process at the earliest opportunity. Consultation at an initial stage should be along broad themes. It is appropriate to ask what services are valued, how services could be changed and or what could be done differently. This feedback should then inform your business case proposals and the F&EIA. When specific proposals have been drawn up, they too will need to be consulted upon. All stakeholders and their views need to be represented.

The publication of a Statutory Notice for a period of 28 days, follows a 42 day period of formal statutory consultation with identified stakeholders including local and regional providers, pupils, parents, carers and staff in respect of education, Community councils, neighbouring Local Authorities, education professionals, Welsh Ministers.

**5. What evidence/ data has been used to complete this F&EIA (This will include local and national guidance)**

The publication of a Statutory Notice will be carried out in accordance with the School Standards and Organisation (Wales) Act 2013, and the Statutory Code, 2013.

**6. How will the relevant groups be advised of the changes and the F&EIA?**

Formal statutory consultation process and publication of statutory notices on the internet and at school gates.

**7 How will the policy/ practice make Newport more or less fair in relation to:**

- Health Inequalities
- Child Poverty
- Skills and Work
- Tackling Domestic Violence
- Alcohol and Substance misuse
- Homelessness
- Armed Forces Veterans

Improved equality of access locally – to a new primary school, with a seamless transition for pupils aged 3 – 11

**8. How will the service / policy affect local areas of the city?**

Will it have a positive or negative impact in terms of fairness and addressing local area deprivation (you will need to use spatial data available through the Newport Profile and specific Ward Profiles to address this question)?

As an authority we aspire to delivering education for all Newport pupils within a single education journey from 3 – 11.

**9. In summary, how does the changed service /policy promote good community relations (cohesion)?**

The proposal will support access to a local primary school where pupils can enjoy a seamless education journey. This will help to build positive relationships in and around the school site.

**10. In summary, how does the changed service /policy promote equality?**

The proposal will support the establishment of a 3 – 11 school for pupils. The School Admission Policy will apply to this school and parental

preference also applies.

**11. In summary, how does the changed service /policy eliminate discrimination?**

The proposal will provide equality of access to pupils to enjoy the same seamless transition for education services as other all-through community maintained schools in Newport and all other Monmouth Diocesan Trust schools.

**Completed by: Amanda B Davies: Assistant Head of Education (Resources & Planning)**

**Date: January 2017**



**Signed off by: James Harris: Chief Education Officer**

**Date: January 2017**

