

Appendix A: Letter used to canvas the views of stakeholders.

To governors, staff and parents/carers
Church End Lower School
Marston Moretaine

Your ref:
Our ref: NSP/CELS/FE
Date: 28/09/2016

Dear stakeholders

Proposed expansion of Church End Lower School – Forest End campus

As you will be aware, Church End Lower School was expanded on to a second site, the Forest End campus, 2 years ago. The new site opened to staff and pupils in September 2014 and had its official opening in March 2015. This was Phase 1 of the 2 Phase school expansion which was planned to meet the demand for school places from the number of homes being built within the village.

We are now planning Phase 2 of the school's expansion, to provide extra school places at the Forest End site to meet the local need. The proposed expansion, which has the approval of the school's governing body and leadership team, would provide an additional 30 places for each year group. These would be introduced on a phased basis with the first additional class for reception at the start of the new autumn term in 2018.

Before we publish anything formal about the expansion, we are asking all interested parties to give their feedback about the plans. If, after considering the results of this preliminary consultation, the Council's Executive approve the launch of the second part of the process, there will be a further opportunity to have your say when the statutory 4-week consultation is launched in January 2017. There will be more information available about the proposed expansion at that stage, and a drop-in session will also be held at the school where you can find out more details as well as answers to any questions.

Please turn over for a very short response form about the initial plans. We would be very grateful if you would fill this out as all feedback is very valuable in any expansion scheme like this. Responses need to be returned to us by 2 November.

Yours sincerely

Sue Harrison
Director of Children's Services

**Proposed expansion (Phase 2) of Church
End Lower School, Forest End campus**

Initial consultation



1.	In light of the extra homes being built in Marston Moretaine, do you agree with the council's proposal to expand Church End Lower School on the Forest End site?
2.	Do you have any comments or concerns regarding the proposed expansion?

Please help us to identify why you have an interest in the proposal –

Are you a: (Please tick one)

<input type="checkbox"/>	Parent of child at a Church End Lower School
<input type="checkbox"/>	School employee
<input type="checkbox"/>	School governor
<input type="checkbox"/>	Local resident
<input type="checkbox"/>	Other - please specify -

Responses are required by 2 November 2016

Please complete the above and return this form to

FREEPOST RSJS GBBZ SRZT (*you do not need a stamp*)

School Organisation, Admissions & Capital Planning

**Children's Services, Central Bedfordshire Council, Priory House, Monks
Walk,**

Chicksands, Shefford, Beds, SG17 5TQ

Or alternately, please email your responses to

school.organisation@centralbedfordshire.gov.uk