

PROPOSALS FOR PRESCRIBED ALTERATIONS OTHER THAN FOUNDATION PROPOSALS: Information to be included in a complete proposal

Extract of Part 1 of Schedule 3 and Part 1 of Schedule 5 to The School Organisation (Prescribed Alterations to Maintained Schools)(England) Regulations 2007 (as amended):

In respect of a Governing Body Proposal: School and governing body's details

1. The name, address and category of the school for which the governing body are publishing the proposals.

Pulford Voluntary Aided Church of England Lower School
Pulford Road
Leighton Buzzard
Bedfordshire
LU7 1AB

In respect of an LEA Proposal: School and local education authority details

1. The name, address and category of the school.

N/A

Implementation and any proposed stages for implementation

2. The date on which the proposals are planned to be implemented, and if they are to be implemented in stages, a description of what is planned for each stage, and the number of stages intended and the dates of each stage.

Whilst the proposal would be implemented with effect from September 2014, it is intended that this should be phased and apply to Year R admissions only. This means that numbers would grow as follows :

1 September 2014 – 180 pupils
1 September 2015 – 195 pupils
1 September 2016 – 210 pupils
1 September 2017 – 225 pupils

Objections and comments

3. A statement explaining the procedure for making representations, including —
- (a) the date prescribed in accordance with paragraph 29 of Schedule 3 (GB proposals)/Schedule 5 (LA proposals) of The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended), by which objections or comments should be sent to the local education authority; and
 - (b) the address of the authority to which objections or comments should be sent.

Within four weeks from the date of publication of these proposals (i.e. by 14 October 2013), any person may object to or make comments on the proposal by sending them to the Deputy Chief Executive / Director of Children's Services, Central Bedfordshire Council, Priory House, Chicksands, Shefford, Beds, SG17 5TQ.

Alteration description

4. A description of the proposed alteration and in the case of special school proposals, a description of the current special needs provision.

It is proposed that the school should be enlarged from its current 150 places for Years R to 4, to cater for 225 pupils in the same age range.

A new building consisting of three class rooms is proposed. There will additionally be extra group space, toilets and offices. A full planning proposal was submitted to Central Bedfordshire Council which includes detailed drawings and this proposal was approved by them on the 19th August 2013.

School capacity

- 5.—(1) Where the alteration is an alteration falling within any of paragraphs 1 to 4, 8, 9 and 12-14 of Schedule 2 (GB proposals)/paragraphs 1-4, 7, 8, 18, 19 and 21 of Schedule 4 (LA proposals) to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended), the proposals must also include —

- (a) details of the current capacity of the school and, where the proposals will alter the capacity of the school, the proposed capacity of the school after the alteration;

The current capacity of the school is 150 with 25 nursery places. Following implementation the proposed capacity will be 225 with 25 nursery places.

- (b) details of the current number of pupils admitted to the school in each relevant age group, and where this number is to change, the proposed number of pupils to be admitted in each relevant age group in the first school year in which the proposals will have been implemented;

Currently there are 30 pupils admitted to the school in each relevant age. Following implementation, this will be 45.

(c) where it is intended that proposals should be implemented in stages, the number of pupils to be admitted to the school in the first school year in which each stage will have been implemented;

Year Group	Sept 13	Sept 14	Sept 15	Sept 16	Sept 17
Nursery	25	25	25	25	25
Reception	45	45	45	45	45
1	30	45	45	45	45
2	31	30	45	45	45
3	30	31	30	45	45
4	30	30	31	30	45

(d) where the number of pupils in any relevant age group is lower than the indicated admission number for that relevant age group a statement to this effect and details of the indicated admission number in question.

N/A

(2) Where the alteration is an alteration falling within any of paragraphs 1, 2, 9, 12 and 13 of Schedule 2 (GB proposals) /paragraphs 1, 2, 8, 18 and 19 of Schedule 4 (LA proposals) to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended), a statement of the number of pupils at the school at the time of the publication of the proposals.

There are 165 pupils plus 25 FTE nursery pupils at the school.

Implementation

6. Where the proposals relate to a foundation or voluntary controlled school a statement as to whether the proposals are to be implemented by the local education authority or by the governing body, and, if the proposals are to be implemented by both, a statement as to the extent to which they are to be implemented by each body.

The proposal is to be implemented by the Governing Body of Pulford Voluntary Aided Church of England Lower School.

Additional Site

7.—(1) A statement as to whether any new or additional site will be required if proposals are implemented and if so the location of the site if the school is to occupy a split site.

N/A. The school will continue to occupy its current existing site and area.

(2) Where proposals relate to a foundation or voluntary school a statement as to who will provide any additional site required, together with details of the tenure (freehold or leasehold) on which the site of the school will be held, and if the site is to be held on a lease, details of the proposed lease.

The proposal includes a change of use for the north edge of the playing field. This will be the site of the new class room block. If the proposals are approved, the land on which the new buildings will be sited, in addition to the land previously built upon to enlarge the school, will need to be transferred from Central Bedfordshire Council to the Pulford Trust in due course.

Changes in boarding arrangements

8.—(1) Where the proposals are for the introduction or removal of boarding provision, or the alteration of existing boarding provision such as is mentioned in paragraph 8 or 21 of Schedule 2 (GB proposals)/7 or 14 of Schedule 4 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended) —

(a) the number of pupils for whom it is intended that boarding provision will be made if the proposals are approved;

N/A

(b) the arrangements for safeguarding the welfare of children at the school;

N/A

(c) the current number of pupils for whom boarding provision can be made and a description of the boarding provision; and

N/A

(d) except where the proposals are to introduce boarding provision, a description of the existing boarding provision.

N/A

(2) Where the proposals are for the removal of boarding provisions or an alteration to reduce boarding provision such as is mentioned in paragraph 8 or 21 of Schedule 2 (GB proposals)/7 or 14 of Schedule 4 (LA proposals) to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended) —

- (a) the number of pupils for whom boarding provision will be removed if the proposals are approved; and

N/A

- (b) a statement as to the use to which the former boarding accommodation will be put if the proposals are approved.

N/A

Transfer to new site

9. Where the proposals are to transfer a school to a new site the following information—

- (a) the location of the proposed site (including details of whether the school is to occupy a single or split site), and including where appropriate the postal address;

N/A

- (b) the distance between the proposed and current site;

N/A

- (c) the reason for the choice of proposed site;

N/A

- (d) the accessibility of the proposed site or sites;

N/A

(e) the proposed arrangements for transport of pupils to the school on its new site; and

N/A

(f) a statement about other sustainable transport alternatives where pupils are not using transport provided, and how car use in the school area will be discouraged.

N/A

Objectives

10. The objectives of the proposals.

Objectives

To more closely meet the demand from parents for a lower school education within a Church School framework.

To raise standards and improve outcomes for pupils by employing a teaching staff with a wider range of specialisms

To be able to be more flexible in the grouping of children which will enable the school to deliver a more personalised curriculum.

To enable the school to have a choice over whether to remain as a VA school or to consider the Academy option. (The pupil limit set by the Diocese is currently 200. The Director of Education for the Diocese, advised that this figure is currently the bench mark used by Diocesan Boards of Education.)

To enable the school to benefit from increased economies of scale.

To enable the school to have choice if the town of Leighton Buzzard chooses to adopt a primary secondary education model in the future.

Principles

To raise standards and improve outcomes for pupils

Standards data shows that children at Pulford School perform well above the national average from an average baseline. The proposal will enable 50% more children to benefit.

The school believes that standards will be further improved by the implementation of increased flexibility in teaching and learning groups which will be possible with the enlarged school.

To ensure continuity of provision across the 0-19 age range

Pulford has a close working relationship with Leighton Middle School and adjoins the school physically which supports the transfer process. This is the school that the vast majority of the children transfer to at the age of 9. In addition there is sharing and moderation of data across the year 4 to 5 age band.. The two head teachers meet regularly and take assemblies for the children in both schools. There is broad agreement between the two schools that the data is consistent and robust.

Pulford has a close working relationship with The Cedars Upper School. This is the school that most former Pulford pupils transfer to at the age of 13. Some examples of collegiate working are-

1. Providing work experience opportunities for child development courses.
2. Providing opportunities for voluntary experience for the Duke of Edinburgh Award.
3. Supporting pupils who have been at risk of exclusion.
4. Working together on International links- particularly in Kenya which has led to cross phase teacher exchange visits.
5. Cedars providing musicians for the Pulford Lower Schools Carol Concert.
6. A range of sport coaching opportunities.
7. Sharing of ICT support.

Schools should be based around communities and their needs

Parents are in support of this proposal and therefore it meets their needs.

Pulford has an excellent relationship with the pupils` families (Ofsted Parent View)

Pulford works closely with the Parish Church which is situated at the heart of the town community. Some examples of collegiate working are-

1. Clergy leadership of assemblies
2. Pastoral support for staff, children and families.
3. Provision of services in church to celebrate key festivals.
4. Musical opportunities for the children – e.g. church organ tuition/ choir membership.
5. Opportunities for staff and children to take an active role in main services.
6. Sharing of building resources and minibus.
7. The financial legacy of Rev Joshua Pulford still benefits pupils today.

For detail please refer to the SIAS (Statutory Inspection of Anglican Schools) inspection (January 2011)

The head teacher at Pulford is actively involved in the community of local schools (Learning Community 2). He currently represents Lower School Heads on the Leadership and Management Group.

The proposal should reflect recent current reform

The 2006 EIA amendment to the education act places duties on local authorities to secure diversity in the provision of schools, and increase opportunities for parental choice. This proposal reflects this amendment.

Effect on School standards and School improvement.

Leadership and management

The leadership and management of Pulford School was judged to be outstanding by both Ofsted and SIAS in 2010-2011.

The school intends to liaise closely with Lark Rise Academy in Dunstable over the next 12 months. Lark Rise have agreed to work alongside Pulford as the school develops a teaching and learning model which will maximise the standards outcomes for pupils.

At the heart of the vision will be smaller teaching groups. For much of the week these will be restricted to 15 children. Latest Ofsted data shows that this is the number needed to maximise impact on outcomes. There will be a range of initiatives which will enable this vision to be implemented and be cost effective. An example of one of these will be the opening of a Forest School in September. This outdoor class room will be staffed by qualified volunteers and as well as offering an alternative learning environment for 15 children it will then further allow the class teacher to focus on a smaller class. The additional money that has been made available to primary aged children for PE will also assist the school's vision to drive down class size.

Curriculum

Pulford's teaching was also judged to be outstanding in 2010. In addition to the diversification mentioned under the sub heading leadership and management the school intends to use the opportunity of expansion to recruit teaching staff who have the skill sets which will complement the existing team.

At present there is a need for an ICT specialist as the school wishes to strategically rewrite its curriculum in light of the recommendations contained within the new primary curriculum.

The second area that has been identified is that of drama.

The Governors and Leadership of the school are aware that the area of hard play space is lower than the LA recommendation. The school will address this challenge by

1. Using a wood chip surface for the forest school area. This will enable pupils to use this area throughout the year.
2. Ensuring that pupils have wellington boots/ football boots in school so that the field area can also be used throughout the year.
3. Play times and lunch times will be key stage split so that only half of the pupils are using the outdoor areas at any one time. For morning play the younger children will engage in collective worship at 10am and the older children will go out to play. At 10.20am the school will reverse the above.

The advantage of this model is that no learning will be disrupted as the hall is at the opposite end of the school to the outside play areas. Lunch time will be split into three half hour blocks on rotation. The three activities will be eating lunch; extracurricular activities (e.g. French/ Wildlife/ Recorders) and outside free play.

The result of these changes will result in a higher outside area per pupil than the school currently enjoys.

The school will continue to formulate its curriculum as part of the LC2 community of schools and the RE and Collective Worship will reflect Diocesan guidelines.

The leadership and governors of the school have given much consideration to the physical constraints of the site. The conclusion is that the school will be able to continue to offer an outstanding education to all pupils by ensuring that all teaching spaces are being utilised effectively. The school also have the advantages of neighbouring both Leighton Middle School with their outdoor area which the school is able to use by kind permission (for example – the football festival) and also All Saints Church which provides seating for the whole school (for example whole school collective worship and prize giving)

Parents and Community

One of the greatest strengths of the school is the “family” ethos. The head teacher tries to speak to all parents at least weekly by being at the school gate at the beginning of every day. Parent View results indicate that the vast majority of parents are happy with their involvement with the school. Many of the parents support the school in a variety of ways. Some of these include-

1. Changing reading books.
2. Helping with reading groups.
3. Support in the class room
4. Coaching sports teams
5. Helping with photo copying
6. Assisting with school trips
7. Helping out at church services.

It is believed that the proposed expansion is the right size not only for the site but also because it will enable the school to continue to know its families.

Behaviour

Behaviour was judged to be outstanding by Ofsted in 2010. There have been no exclusions for the past five years.

Transition

Pulford has a comprehensive approach to transition. As indicated earlier the vast majority of pupils move next door to Leighton Middle. Both head teachers work together, along with staff teams, on ensuring that the data is robust and that the children are emotionally ready. In the autumn term of year 5 the head teacher of

Pulford Lower visits the children at middle school to ensure that they are settled and to discuss any data anomalies which may have appeared.

SEND

Pulford has been the school of choice in 2013 for 3 boys in the Early Years Foundation Stage who have a Statement and 1 Looked After Child

The school's data demonstrates that children under the supervision of the Senco (Special Educational Needs Coordinator) make better progress than the national average.

The opportunity to offer more places can only extend this area of good practise.

Additionally Pulford has many pupils who are known as Gifted and Talented. The proposed expansion will further enable the school to offer enhancement activities for this group of pupils.

Extended Services

Pulford already offers a comprehensive range of after school services -

Breakfast and breakfast club

After school care

Sports opportunities

Saturday football

Chess

Drama

Singing etc

The proposed enlarged size will result in the school being able to offer an increased diet of opportunities.

Consultation

11. Evidence of the consultation before the proposals were published including—

- (a) a list of persons who were consulted;
- (b) minutes of all public consultation meetings;
- (c) the views of the persons consulted;
- (d) a statement to the effect that all applicable statutory requirements in relation to the proposals to consult were complied with; and
- (e) copies of all consultation documents and a statement on how these documents were made available.

- (a) The following persons were consulted-
 - Parents of children currently attending Pulford Lower School
 - The Anglican Diocese of St Albans

The Rector of the Parish
Central Bedfordshire Council
Lower School Heads of 'Learning Community 2' at a presentation made on
15th May 2013.
All schools in Central Bedfordshire via the 'Central Essentials' newsletter
Local residents
MP for South West Beds

- (b) A consultation meeting for parents and other stakeholders was held at the school on 20th May 2013. The minutes are attached as appendix A.
- (c) The result of the informal consultation is attached as appendix B
- (d) All applicable statutory requirements in relation to the proposals to consult were complied with
- (e) A copy of the consultation doc is attached as appendix C

Project costs

12. A statement of the estimated total capital cost of the proposals and the breakdown of the costs that are to be met by the governing body, the local education authority, and any other party.

The total capital cost is estimated at £490,000 inclusive of fees. The governing body intend to utilise funds currently held by the Pulford Trust. The school is the beneficiary of this trust. The Pulford Trust has given their support to the expansion programme. A letter confirming this arrangement is attached at appendix D.

13. A copy of confirmation from the Secretary of State, local education authority and the Learning and Skills Council for England (as the case may be) that funds will be made available (including costs to cover any necessary site purchase).

N/A

Age range

14. Where the proposals relate to a change in age range, the current age range for the school.

N/A

Early years provision

15. Where the proposals are to alter the lower age limit of a mainstream school so that it provides for pupils aged between 2 and 5—

- (a) details of the early years provision, including the number of full-time and part-time pupils, the number and length of sessions in each week, and the services for disabled children that will be offered;

N/A

- (b) how the school will integrate the early years provision with childcare services and how the proposals are consistent with the integration of early years provision for childcare;

N/A

- (c) evidence of parental demand for additional provision of early years provision;

N/A

- (d) assessment of capacity, quality and sustainability of provision in schools and in establishments other than schools who deliver the Early Years Foundation Stage within 3 miles of the school; and

N/A

- (e) reasons why such schools and establishments who have spare capacity cannot make provision for any forecast increase in the number of such provision.

N/A

Changes to sixth form provision

16. (a) Where the proposals are to alter the upper age limit of the school so that the school provides sixth form education or additional sixth form education, a statement of how the proposals will—

- (i) improve the educational or training achievements;
- (ii) increase participation in education or training; and
- (iii) expand the range of educational or training opportunities

for 16-19 year olds in the area;

N/A

(b) A statement as to how the new places will fit within the 16-19 organisation in an area;

N/A

(c) Evidence —

(i) of the local collaboration in drawing up the proposals; and

(ii) that the proposals are likely to lead to higher standards and better progression at the school;

N/A

(d) The proposed number of sixth form places to be provided.

N/A

17. Where the proposals are to alter the upper age limit of the school so that the school ceases to provide sixth form education, a statement of the effect on the supply of 16-19 places in the area.

N/A

Special educational needs

18. Where the proposals are to establish or change provision for special educational needs—

(a) a description of the proposed types of learning difficulties in respect of which education will be provided and, where provision for special educational needs already exists, the current type of provision;

N/A

(b) any additional specialist features will be provided;

N/A

(c) the proposed numbers of pupils for which the provision is to be made;

N/A

(d) details of how the provision will be funded;

N/A

(e) a statement as to whether the education will be provided for children with special educational needs who are not registered pupils at the school to which the proposals relate;

N/A

(f) a statement as to whether the expenses of the provision will be met from the school's delegated budget;

N/A

(g) the location of the provision if it is not to be established on the existing site of the school;

N/A

(h) where the provision will replace existing educational provision for children with special educational needs, a statement as to how the local education authority believes that the new provision is likely to lead to improvement in the standard, quality and range of the educational provision for such children; and

N/A

- (i) the number of places reserved for children with special educational needs, and where this number is to change, the proposed number of such places.

N/A

19. Where the proposals are to discontinue provision for special educational needs—

- (a) details of alternative provision for pupils for whom the provision is currently made;

N/A

- (b) details of the number of pupils for whom provision is made that is recognised by the local education authority as reserved for children with special educational needs during each of the 4 school years preceding the current school year;

N/A

- (c) details of provision made outside the area of the local education authority for pupils whose needs will not be able to be met in the area of the authority as a result of the discontinuance of the provision; and

N/A

- (d) a statement as to how the proposer believes that the proposals are likely to lead to improvement in the standard, quality and range of the educational provision for such children.

N/A

20. Where the proposals will lead to alternative provision for children with special educational needs, as a result of the establishment, alteration or discontinuance of existing provision, the specific educational benefits that will flow from the proposals in terms of—

- (a) improved access to education and associated services including the curriculum, wider school activities, facilities and equipment with reference to the local education authority's Accessibility Strategy;
- (b) improved access to specialist staff, both educational and other professionals, including any external support and outreach services;
- (c) improved access to suitable accommodation; and

(d) improved supply of suitable places.

N/A

Sex of pupils

21. Where the proposals are to make an alteration to provide that a school which was an establishment which admitted pupils of one sex only becomes an establishment which admits pupils of both sexes—

(a) details of the likely effect which the alteration will have on the balance of the provision of single sex-education in the area;

N/A

(b) evidence of local demand for single-sex education; and

N/A

(c) details of any transitional period which the body making the proposals wishes specified in a transitional exemption order (within the meaning of section 27 of the Sex Discrimination Act 1975).

N/A

22. Where the proposals are to make an alteration to a school to provide that a school which was an establishment which admitted pupils of both sexes becomes an establishment which admits pupils of one sex only—

(a) details of the likely effect which the alteration will have on the balance of the provision of single-sex education in the area; and

N/A

(b) evidence of local demand for single-sex education.

N/A

Extended services

23. If the proposed alterations affect the provision of the school's extended services, details of the current extended services the school is offering and details of any proposed change as a result of the alterations.

The proposal will have a positive effect on the provision of extended services. Arrangements are already in place for the school to be able to manage effectively a larger breakfast club and after school club. Indeed with more pupils on roll it will become viable to increase the range of extracurricular sport as well as expand the Saturday morning Football School.

Need or demand for additional places

24. If the proposals involve adding places—

- (a) a statement and supporting evidence of the need or demand for the particular places in the area;

The LU7 area of Leighton and Linslade is growing numerically at the present time. There is substantial residential development to the South of the town. This year Central Bedfordshire Council have commissioned a 'new' 300 place lower school (via the expansion of a community school onto a second campus) to alleviate the pressure on lower schools. Pulford did submit a bid to lead this new school based on the fact that-

1. Pulford is an outstanding school (Ofsted 2010)
2. The school is significantly over subscribed
3. The number of Church school places is significantly lower in the area than is the case nationally.

Although the school was unsuccessful in the bidding process, the factors that motivated the school to apply still remain.

- (b) where the school has a religious character, a statement and supporting evidence of the demand in the area for education in accordance with the tenets of the religion or religious denomination;

In 2013 Pulford V A Lower School received 61 applications for 30 places. 53 of these applications were made on faith grounds. Pulford is not only the most oversubscribed lower school in Central Beds in percentage terms but is also the only C of E school in Leighton and Linslade. The nearest C of E school is St Leonards which is situated in Heath and Reach some 3 miles distant. This school is currently full.

The Anglican Diocese of St Albans has informed the school that it is fully supporting the proposals.

- (c) where the school adheres to a particular philosophy, evidence of the demand for education in accordance with the philosophy in question and any associated change to the admission arrangements for the school.

There will be no change to the admission arrangements for the school.

25. If the proposals involve removing places—

- (a) a statement and supporting evidence of the reasons for the removal, including an assessment of the impact on parental choice; and

N/A

- (b) a statement on the local capacity to accommodate displaced pupils.

N/A

Expansion of successful and popular schools

25A. (1) Proposals must include a statement of whether the proposer considers that the presumption for the expansion of successful and popular schools should apply, and where the governing body consider the presumption applies, evidence to support this.

(2) Sub-paragraph (1) applies to expansion proposals in respect of primary and secondary schools, (except for grammar schools), i.e. falling within:

(a) (for proposals published by the governing body) paragraph 1 of Part 1 to Schedule 2 or paragraph 12 of Part 2 to Schedule 2;

(b) (for proposals published by the LA) paragraph 1 of Part 1 to Schedule 4 or 18 of Part 4 to Schedule 4

of the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended).

The governing body does consider that the expansion of successful and popular schools should apply. The evidence to support this statement has been covered throughout this submission. To summarise

1. Pulford was the most oversubscribed lower school in Central Bedfordshire in 2013 in percentage terms with 61 applicants for 30 places. This reflects a similar pattern over recent years.
2. Pulford was judged to be an outstanding school by Ofsted in 2010

3. Pulford was judged to be an outstanding school by SIAS in 2011.

**Pulford VA CofE Lower School
Expansion and informal consultation evening.
20th May 2013 at 6.30pm.**

Present at the meeting were:

Dave Heather, Head Teacher
Tessa Rees, Deputy Head
Stacey Major, Clerk to the Governing Body
Fr Chrichton, All Saints Church
David Fraser, Diocesan Consultant
School Governors x 3
School Staff x 9
Parents x 28

Dave Heather (DH) welcomed everyone to the meeting which started at 6.30 pm, He introduced Stacey Major who is taking minutes of the meeting on behalf of the governing body and David Fraser who is a Diocesan consultant, Tessa Rees the school deputy head and Fr Chrichton from All Saints Church.

Fr Chrichton, then opened the meeting with prayers.

DH updated parents on how and why we have got to where we are now and the history behind it;

- The school is oversubscribed.
- The new school on the Sandhills estate and Pulford school's unsuccessful bid to run it.
- 2013 We were the most oversubscribed lower school in Central Bedfordshire in percentage terms.
- Parents were worried about a split site school.
- 2013 some All Saints Church families would not get a place at the school.

Therefore in response to parental demand for more Church School places in the town- the governing body of the school a couple of weeks ago voted to begin the consultation process which hopefully will result in the permanent capacity of the school rising to 225.

DH also explained the financial implications of the school being small. A pupil number of 225 would bring some financial benefit in terms of economies of scale. DH notified parents of the plans for the expansion and informed them that they are available for everyone to look at this evening on the school notice board.

DH also explained how the building work was being funded by the Pulford Trust, which was set up by Joshua Pulford who left money in his will to financially help the school and this is managed by the Pulford Trust.

DH handed out a note to all parents with questions and answers about the expansion, which answers all parental questions that had been handed in before the meeting as requested in the school newsletter.

DH explained that areas of the school like the hall, playground and field would not be able to cope with all of the school children at once, once the expansion takes place but these areas at present are not used to their full potential .The

teachers will make sure it is done efficiently in key stages and it may be that there is a need for three sittings at lunchtime the use of these areas will be rotated to make sure that they accommodate everyone comfortably.

DH talked about what the models of teaching and learning might look like in September and explained that these ideas are not fixed and may change to best meet the needs of the children and to integrate them all.

In September the foundation stage will have 45 children with two teachers and nursery nurse, each group of 15 will have one adult, this will not be the same adult all of the time, 30 children will be in the existing foundation stage classroom and the other 15 children will be in the upstairs pre-school area of the school.

DH also talked about how church services might work in the future, next year will be the same as in previous years, but a house system is being looked into as a possible solution to siblings being in the same group and service.

DH informed parents that we are aware that parking for the local residence is an issue and we need to work with the residence and be considerate in this matter.

The school needs to be eco friendly and also the walking bus scheme that the school used to facilitate a few years ago could be looked at again.

Planning permission has been commissioned by the governing body. It has already been through a pre-application and will go to the full process on Friday 25th May 2013 and the school should know the result on the 19th August.

The building work will start in February 2014 and governors will take great care in who is appointed as building contractors due to the nature of the build and the safety of the children.

DH then opened the floor to parents for them to ask any questions that had not already been answered this evening;

Parents asked how are the 45 going to work further through the school. DH said that this has not yet been finalised but it would probably be something in the region of 2 teachers and a TA between 45 children in non-static groups, there will be not be streamed year groups

Parents asked how they will get into school at pick up and collection times, DH said that the road is now closed and DH will continue to work with the town council to keep the road closed at all times when the children are around and especially at drop off and pick up times.

Parents asked about the Pulford family feel and would this be lost with the expansion. DH explained that this is a balancing act as we are to some extent a victim of our own success but it will be carefully addressed to limit the impact of the additional children and protect the feeling of the school.

DH understands that at present there are lots of if's, but's and maybe's, but these matters will be ironed out by the school leadership team, staff and governors, we do not want to promise things that may change in the future, but everything will be looked at with the children's welfare and education at the centre.

Parents asked about the two tier system changes that are happening in the local area. DH explained that we work in close partnership with Leighton Middle School and DH would wish for this to continue in the future. He said at present our size would limit us to becoming an infant school. If however the town of Leighton Buzzard follows Dunstable and Berkhamstead in becoming two tier, at least with our expanded size we could convert to a one form primary school. This would future proof Pulford.

David Fraser informed parents about the informal consultation of changing the school PAN. He explained this then goes to a four week statutory consultation in

September and a formal decision will be made in December by Central Bedfordshire Council.

Also the school needs to consult the Secretary of State for Education on the use of a small part of the school playing field for the new building.

DH has informed the other local school head teachers of the schools plans to expand; he said that most colleagues understood the matter and the reasons behind the schools decision.

Parents asked about the children going from Pulford to Leighton Middle School, as this year not all of the Pulford children who wish to attend Leighton Middle School got a place, this would also have a greater impact if Pulford up its number on PAN, parents asked if Leighton Middle School might expand and up their PAN.

DH is working with Ann Thompson the head teacher of Leighton Middle School on this matter.

DH updated the September 2013 intake parents that there will be no delay on the start date as home visits are being changed for open days in line with the pre-school and other EYFS setting locally, but the children will be in smaller groups to settle them in for the first three days of the new term in September 2013. The 45 children will do either a morning session or an afternoon session each day for the first three days, letters will be given to parents to let them know what their child is doing.

The groups of 15 will be very flexible in line with the EYFS profile. It will work as one year group and a staff team.

Parents asked about whether children learn best in the morning, and how this would work with the groups of 15, DH said that it would be taken into account and it would be managed in a very flexible way.

DH also pointed out that research has shown that children learn better in smaller groups and it offers a better experience for the child.

DH informed parents it is a five year journey we are starting, and he is always available for questions and comments.

DH closed the meeting at 7.30pm.

Results of Informal Consultation with regard to the Governors Proposal to consider expanding the Permanent Capacity of Pulford VA Lower School.

Synopsis of results.

June 24th 2013.

	Strongly Agree	Agree	Neutral	Disagree	Strongly Disagree	Don't Know
Parent	24	4	3	0	0	0
Governor	7	0	0	0	0	0
Resident	1	0	0	0	0	0
Local School	0	0	0	0	0	0
Staff	6	0	0	0	0	0

In addition there were three letters received from local residents. They all expressed concern with regard to car parking. In order to assist the school with this challenge CBC have agreed to issue car parking permits for the Duncombe Drive car park for 30 minutes in duration to allow parents to drop off and pick up. There will be no cost for this service.

Finally a parent has written directly to the CoG asking for clarification on-

1. Access arrangements during the building process.
2. Arrangements for picking up and dropping off children after completion.
3. The teaching and learning model.
4. Traffic.

The CoG has written a comprehensive response.

Finally, the Diocesan Director Mr Jon Reynolds has expressed support for the proposal.

DH

Pulford V A Lower School

May 2013.

CONSULTATION DOCUMENT ON A PROPOSAL TO ENLARGE THE PERMANENT CAPACITY OF PULFORD VOLUNTARY AIDED CHURCH OF ENGLAND LOWER SCHOOL, PULFORD ROAD, LEIGHTON BUZZARD LU7 1AB FROM 150 to 225 FROM SEPTEMBER 2014.

PURPOSE OF THIS CONSULTATION DOCUMENT

The purpose of this document is to seek your views on the proposal to enlarge the total capacity of Pulford VA Lower School through the development of additional buildings that will be sited at the top of our playing field next to the existing class rooms. The capital costs of the project will be fully funded by the Pulford Trust, subject to agreement by the Charity Commission and to planning agreement by the Local Authority.

BACKGROUND

The governing body of Pulford School made the decision to consider expanding the number of pupils on role for the following reasons

1. The school is currently oversubscribed. In 2013 we received 61 requests for 30 places. This follows the pattern of the previous three years.
2. The school received more requests on religious grounds than we have spaces. In 2013 this totalled 53. Again this follows the pattern of the previous three years.
3. The availability of Church School places in Leighton Buzzard is low when compared to national statistics. Across the country 25% of children attend a Church Primary School. In Leighton Buzzard this figure is around 7.5%
4. Pulford School in partnership with the Pulford Trust are able to offer these additional places at no cost to the taxpayer.

Contextual position

In line with Governments position on parental choice, the governors of the school believe that there is an ethical responsibility to address our current position of being oversubscribed.

Additionally there is significant house building taking place in the area which will result in more primary age children entering the system. This will result in only limited impact to other Lower Schools in the area.

The school is situated adjacent to Leighton Middle School. The vast majority of our pupils transfer to Leighton at the age of 9.

PROPOSAL

The Governing Body of Pulford Voluntary Aided Church of England Lower School is seeking to increase, by way of permanent buildings, the total capacity of the school from 150 to 225, by changing the Pupil Admission Number (PAN) from 30 to 45, year on year until the full capacity is achieved. The chart below shows that capacity will be achieved by:

Numbers on Roll – changes from September 2014 onwards

	Sept 2013	Sept 2014	Sept 2015	Sept 2016	Sept 2017
Reception	45	45	45	45	45
Year 1	30	45	45	45	45
Year 2	30	30	45	45	45
Year 3	30	30	30	45	45
Year 4	30	30	30	30	45
Totals	165	180	195	210	225

OBJECTIVES OF PROPOSAL

- to provide stability, consistency and continuity for children in their primary years, through our Christian ethos, curriculum, specialist teaching and learning organisation
- to facilitate the continuity of a faith education and provide access and a smoother transition to middle schools.
- to raise standards and improve outcomes for young people particularly at age 9.
- to ensure that particular attention is paid to groups of children who are either underperforming or exceeding in all year groups.
- to provide equal access for all pupils to primary school education regardless of faith.
- to ensure our school is based around communities and its needs.
- to continue to provide and extend our excellent support for the care and welfare of our vulnerable pupils and their families.

IMPACT OF PROPOSALS

The new building will consist of three classrooms. This space will be flexible in nature. In addition there will be extra toilet facilities. One of our existing class rooms will be converted into additional office space as well as small group spaces for teaching.

The school will be organised into three Key Stage groups.

1. The nursery and foundation stage
2. Key Stage 1
3. Lower Key Stage 2

Each of these groups will consist of 90 children. (NB We currently have a nursery provision of 45 children- there will be no change to this provision.)

The curriculum management of these groups has yet to be finalised by the teaching staff. It is important to mention however that it is not planned to introduce streaming across year groups. Although we have no plans to increase the size of our school hall we do intend to offer three sittings at lunch time in order to accommodate the additional children. We are also situated adjacent to the Parish Church. We may well consider using this facility more frequently for whole school collective worship.

We also have no plans to increase our outside spaces. However during 2013 we have redeveloped an area of our grounds which had previously been unusable. This area is approx double the size of our proposed new build. This area will be used to develop a Forest School from the autumn. We also intend to timetable our outdoor spaces more effectively.

This proposed expansion will provide opportunities for teacher employment. This will enable the school to recruit teachers to complement our existing skill set.

The school has developed a comprehensive travel plan which has proved successful in managing traffic within a town centre position. Many staff and most children walk to school at least for part of the journey. Pulford Rd is now closed to traffic during the school day to ensure the safety of the children. The new building proposal does have spaces provided for disabled drivers.

SEND (Special Educational Needs and Disabilities):

Last year three parents named Pulford as their choice for children with a statement of educational needs. Our proposed expansion would increase our capacity to provide an outstanding education to children with learning difficulties.

TRANSITION

It is proposed that the new build would be constructed between February and August 2014. If the proposal is successful we would work closely with our contractors to minimise disruption to

the school day. There would be access to the field and outdoor play throughout the process. The leadership of the school have extensive experience in leading building projects.

We have no intention of admitting children in years 1-4 in 2014. We believe that building the school in a controlled way over five years will be the most beneficial model for teaching and learning.

WORKING TOGETHER WITH OTHER SCHOOLS

Pulford has a good working relationship with the other schools in LC2. The head teacher is a member of the leadership and management group. Pulford host one of the major football festivals in the town. Pulford works hard with Leighton Middle School to ensure that the transfer at age 9 is a positive experience for our children.

EXTENDED SERVICES

Pulford operates a successful extended school's programme. Our proposed expansion will give opportunity to expand this range of services. This will include our Forest School as well as music, drama and sporting opportunities.

ALTERNATIVE OPTIONS

If we are unsuccessful with this proposal the school will continue to operate as a 150 place Lower School and probably remain subject to a large number of admissions appeals each year.

TIMELINE

The expansion of a school's permanent accommodation must follow a set decision making process. The following table sets out the timetable to change the capacity of Pulford VA Lower School.

Action	Start Date	Completion date
Informal consultation	13th May 2013	17th June 2013
Report on outcome of consultation produced by school and submitted to the Governing Body		
Governing Body decision to progress to statutory notice	21st June 2013	
Statutory Notices served	19th September 2013	17th October 2013
Report to Executive Member for Children's Services drafted by Local Authority		
Implementation decision	10th December 2013	

made by Council's Executive	
Proposed Implementation	1 st September 2014

Process of Consultation

In order to engage in meaningful and informed consultation, we will be holding a consultation event to engage with all stakeholders, as well as providing the opportunity for individuals and institutions to make written submissions about the proposals. All of this evidence will be collated into a Consultation Report that the governors will consider prior to deciding whether to make a submission to the Local Authority. What follows is the full timetable, but processes after June 2013, as described above, will only be actioned if the governors decide to proceed based on the feedback from this consultation process.

Date	Action
13th May	Informal Consultation begins
20th May	Meeting with Pulford VA Lower School staff
20th May	Meeting with Pulford VA Lower School parents stakeholders and other schools
17th June	Informal Consultation ends

Consultation Response Form

Please read the consultation document and tell us what your views are. The questions on this form are provided to help you do so, but you do not have to respond to all of them. If you prefer not to use this form, you can also put your views in a letter.

Letters and forms should be sent to the address at the bottom of this form, or responses can be sent by e-mail to: pulford@cbc.beds.sch.uk

All responses must be received by noon on the 17th June 2013.

Questions relating to the proposal

How much do you agree with the following statement? Please tick as appropriate.

That the permanent capacity at Pulford VA Lower School should be increased by way of permanent building from 150 to 225 with effect from September 2014.

Strongly agree	Agree	Neither agree nor disagree	Disagree	Strongly disagree	Don't know

Please return this form to:

Mr Kevin Pughe
Chair of Governors
Pulford Voluntary Aided Church of England Lower School
Pulford Road
Leighton Buzzard
Bedfordshire
LU7 1AB

Are you responding as an individual or on behalf of an organisation?

Individual Organisation (Please tell us which organisation).....

Name:

Address:

.....

.....

Postcode:

The following information will help us when considering your opinions and to make sure that we are getting views from all sections of the community. All the questions are optional, and you can give as little or as much information as you wish.

Please tell us if you fall into any of the following categories (please select all that apply)

- Pupil (Please state at which school and in which Year Group)
- Parent/carer of child/children (Please state which school/s).....
- Parent/carer of pre-school child/children
- School Governor (Please state which school/s)
- School Staff (Please state which school/s)
- Other (Please specify)

Do you consider yourself to be a disabled person? Yes No

Please tell us your ethnic group

- WHITE British
- WHITE Irish
- WHITE Other (Please write in).....
- BLACK OR BLACK BRITISH Caribbean
- BLACK OR BLACK BRITISH African
- BLACK OR BLACK BRITISH Other (please write in).....
- MIXED White & Black Caribbean
- MIXED White & Black African
- MIXED White & Asian
- MIXED Other (please write in).....
- ASIAN Indian
- ASIAN Pakistani
- ASIAN Bangladeshi
- ASIAN Other (please write in).....
- CHINESE
- OTHER (please write in).....

Data Protection Act 1998 Please note that your personal details supplied on this form will be held and/or computerised by Pulford VA Lower School and/or Central Bedfordshire Council for the purpose of the consultation. The information collected may be disclosed to school staff and officers and members of the Council and its partners involved in this consultation. Summarised information from the forms may be published, but no individual details will be disclosed under these circumstances. Your personal details will be safeguarded and will not be divulged to any other individuals or organisations for any other purposes.

Ouzel Valley Team Ministry

All Saints, Leighton Buzzard St Michael, Eggington St Leonard, Heath and Reach
St Nicholas, Hockliffe St Michael and All Angels, Billington St Barnabas, Linslade

Appendix D

Mr R Parsons
Education Office
Central Beds District Council

Letter sent by hand as part of the schools submission

31st August 2013.

Dear Mr Parsons

Proposed Development of Pulford VA Lower School

I write in my capacity as Chairman of the Pulford Foundation.

The Trustees have agreed to provide the capital funding necessary to provide Pulford School with additional class room space to accommodate an additional 75 children. This agreement is subject to the freehold of the land on which the new buildings will be erected, together with land previously developed for the enhancement of the school, being transferred to the Pulford Foundation on December 10th 2013. A letter outlining this transfer requirement under the Education Act has recently been sent to your Legal Department by the Clerk to the Trustees of the Foundation .

The Trustees are delighted to be able to assist in this exciting new development in the life of Pulford VA Lower School.

Yours sincerely,

Team Rector: The Revd Canon Grant Fellows
All Saints Parish Office, Church Square, Leighton Buzzard, LU7 1AE
Tel: 01525 381418 E-mail: parish@allsaintslb.org.uk



Proposal to expand Pulford Voluntary Aided Church of England Lower School to provide additional school places

Notice is given in accordance with section 19(3) of the Education and Inspections Act 2006 that the Governing Body of Pulford Voluntary Aided Church of England Lower School intends to make a prescribed alteration to Pulford Voluntary Aided Church of England Lower School, Pulford Road, Leighton Buzzard, Bedfordshire, LU7 1AB from 1 September 2014.

The proposal is to expand Pulford Voluntary Aided Church of England Lower School by increasing the total capacity from 150 to 225 by the provision of new permanent buildings.

The current capacity of the school is 150 with 25 nursery places and when the proposals are implemented the proposed capacity will be 225 with 25 nursery places

This is to be implemented in stages; the capacity will increase to 180 in September 2014, to 195 in September 2015, to 210 in September 2016 and to 225 in September 2017.

The current admission number for the school is 30. The proposed admission number will increase to 45.

This Notice is an extract from the complete proposal. Copies of the complete proposal can be obtained from: The Information Manager, Central Bedfordshire Council, Room DC2, Watling House, High Street North, Dunstable, Beds, LU6 1LF. It can also be viewed on the Council's website at www.centralbedfordshire.gov.uk/publicstatutorynotices and the school website <http://www.pulford.beds.sch.uk>

Within four weeks from the date of publication of this proposal, any person may object to or make comments on the proposal by sending them to The Deputy Chief Executive/Director of Children's Services, Central Bedfordshire Council, Priory House, Chicksands, Shefford, Bedfordshire, SG17 5TQ.

Signed: Mr. Kevin Pughe
Chair of Governors, Pulford Voluntary Aided Church of England Lower School

Publication Date: 16 September 2013

Explanatory notes

The proposal is to enlarge the total capacity of Pulford Voluntary Aided Church of England Lower School through the development of additional buildings that will be sited at the top of the school's playing field next to the existing class rooms. The capital costs of the project will be fully funded by the Pulford Trust, subject to agreement by the Charity Commission.