

APPENDIX 1- SCHOOL ORGANISATION GUIDANCE FOR DECISION-MAKERS

Factors that were considered in the decision taken to expand Benhurst Primary School from 1.5 FE to 2FE	
Relevant Factor Considered	Outcome
Consideration of consultation and representation period	An initial consultation was carried out from 3/02/2014 to 3/03/2014. The responses received during this initial consultation period were considered before a decision was made to publish a statutory notice regarding the proposal for this school. No objections were received during the representation period which lasted from 28/03/2014 to 25/04/2014. The process of consultation has been conducted satisfactorily. All stakeholders have had a fair opportunity to express their views.
Education standards and diversity of provision	The expansion of this school will contribute to raising standards of provision and will lead to improved attainment for children in this area. By expanding Benhurst this will offer families from the local community better opportunity of choice regarding school places. It will provide an opportunity to recruit a broader level of expertise and specialism within its staff which will in turn drive up standards and enhance the teaching & learning that would enable children to make excellent progress.
Demand	The LA's forecast indicates a shortfall of 2FE by September 2015/16 and a further 2FE in the next five years in the Hornchurch planning area. The decision to permanently expand the school will provide an additional 15 reception places in the area each year from September 2014 onwards and help ensure that there are sufficient places and will reduce the pressure experienced by other schools in this planning area. Data from the admissions service supports the LA's assessment that as a popular school Benhurst Primary School should be supported to expand to meet parental demand
School size	Moving from 45 to 60 places per year group will enable the school to move away from mixed-age teaching groups and deliver a more efficient teaching model, in line with the rest of the primary schools in the borough.
Proposed admission arrangements	The admission arrangements of the school are compliant with the School Admissions Code and are not due to change should the expansion be approved.
National Curriculum	Benhurst Primary School as a maintained school delivers the National curriculum.
Equal opportunity issues	The school is co-educational therefore the gender of pupils is not considered to be a factor in determining the proposals. National legislation determines that schools cannot discriminate on race in relation to admissions policies. School refurbishments and building expansions are undertaken with full accessibility compliance. Therefore there are no sex, race or disability discrimination issues anticipated from the changes being proposed
Community cohesion	Views and comments received from stakeholders and individuals in the community were fully considered and addressed during the consultation period. 45% of the total responses received.

14/60
Appendix 1

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	<p>gave their support for the expansion as it will create additional places to cater for local demand by families in the area.</p> <p>Access to extended services or provision being offered by the school to pupils or the local community will not be affected by this expansion proposal.</p> <p>If the proposed expansion at this school is approved then more school places will be available in the area, which means that the school will be better able to meet the needs of its growing community.</p>
Travel and accessibility	<p>This proposal will not extend journey times, increase transport costs, or result in too many children being prevented from travelling sustainably due to unsuitable walking or cycling routes as the expansion will be carried out on the school's existing site.</p> <p>In addition, the expansion is being proposed as there is a projected increase in demand for additional school places from within the local area where the school is located. All school users will be encouraged to access the school via sustainable modes of transport.</p> <p>The expansion will be undertaken with full accessibility compliance.</p>
Capital	<p>The local authority has allocated a budget for this expansion project as agreed in the capital programme report by the Council's Cabinet on 13 February 2014.</p>
School premises and playing fields	<p>The expansion will ensure that outdoor play space adheres to standards for school premises as set out in the current area guidelines from the DfE.</p>

Applicable legislation: School Organisation for Maintained Schools (England) Regulations 2013-(Annex B-Guidance for Decision- Makers)

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The Decision

The proposal to permanently expand Benhurst Primary School from 1.5FE to 2 FE from 1 September 2014 is hereby

Approved without modification Approved with Modification Rejected

Reason for decision
The Council has a statutory duty to ensure that there are sufficient school places available for all children resident in Havering who require one. School roll projections show a long term increase in primary pupil numbers. Therefore if expansion plans are not progressed then the probability is that there will be school age children within the area without the ability to secure a place in a local school.

The proposal in respect of Benhurst Primary School is subject to the grant of planning permission by June 2014

Details of decision maker/s
Signed: 
Name: Pmk Kelly
Title:
Date:

Signed: 
Name: Louise Ramsay
Title:
Date:

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Factors that were considered in the decision taken to expand Broadford Primary School from 1.5 FE to 2FE	
Relevant Factor Considered	Outcome
Consideration of consultation and representation period	An initial consultation was carried out from 3/02/2014 to 3/03/2014. The responses received during this initial consultation period were considered before a decision was made to publish a statutory notice regarding the proposal for this school. No objections were received during the representation period which lasted from 28/03/2014 to 25/04/2014. The process of consultation has been conducted satisfactorily. All stakeholders have had a fair opportunity to express their views
Education standards and diversity of provision	The expansion of this school will contribute to raising standards of provision and will lead to improved attainment for children in this area. By expanding Broadford this will offer families from the local community better opportunity of choice regarding school places. It will provide an opportunity to recruit a broader level of expertise and specialism within its staff which will in turn drive up standards and enhance the teaching & learning that would enable children to make excellent progress.
Demand	Broadford Primary School is located in the Harold Hill Planning area where a number of new housing units are currently being developed. The LA's forecast indicates a shortfall of 1FE by September 2015/16 and a further 2FE in the next five years. Data from the admissions service supports the LA's assessment that as a popular school Broadford Primary School should be supported to expand to meet parental demand. The decision to permanently expand the school will provide an additional 15 reception places in this planning area each year from September 2014 onwards and help ensure that there are sufficient places in the area. This expansion is not expected to have any negative effect on other schools in the area.
School size	Moving from 45 to 60 places per year group will enable the school to move away from mixed-age teaching groups and deliver a more efficient teaching model, in line with the rest of the primary schools in the borough.
Proposed admission arrangements	The admission arrangements of the school are compliant with the School Admissions Code and are not due to change should the expansion be approved.
National Curriculum	Broadford Primary School as a maintained school delivers the National curriculum.
Equal opportunity issues	The school is co-educational therefore the gender of pupils is not considered to be a factor in determining the proposals. National legislation determines that schools cannot discriminate on race in relation to admissions policies. School refurbishments and building expansions are undertaken with full accessibility compliance. Therefore there are no sex, race or disability discrimination issues that arise from the changes being proposed

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<p>Community cohesion</p>	<p>Views and comments received from stakeholders and individuals in the community were fully considered and addressed during the consultation period. 100% of the respondents gave their support for the expansion as it will create additional places to cater for local demand by families in the area.</p> <p>Access to extended services or provision being offered by the school to pupils or the local community will not be affected by this expansion proposal.</p> <p>If the proposed expansion at this school is approved then more school places will be available in the area, which means that the school will be better able to meet the needs of its growing community</p>
<p>Travel and accessibility</p>	<p>This proposal will not extend journey times, increase transport costs, or result in too many children being prevented from travelling sustainably due to unsuitable walking or cycling routes as the expansion will be carried out on the school's existing site.</p> <p>In addition, the expansion is being proposed as there is a projected increase in demand for additional school places from within local area where the school is located. All school users will be encouraged to access the school via sustainable modes of transport.</p> <p>The expansion will be undertaken with full accessibility compliance.</p>
<p>Capital</p>	<p>The local authority has allocated a budget for this expansion project as agreed in the capital programme report by the Council's Cabinet on 13 February 2014.</p>
<p>School premises and playing fields</p>	<p>The expansion will ensure that outdoor play space adheres to standards for school premises as set out in the current area guidelines from the DfE.</p>

Applicable legislation: School Organisation for Maintained Schools (England) Regulations 2013 (Annex B-Guidance for Decision- Makers)

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The Decision

The proposal to permanently expand Broadford Primary School from 1.5FE to 2FE from 1 September 2014 is hereby

Approved without modification Approved with modification Rejected

Reason for decision

The Council has a statutory duty to ensure that there are sufficient school places available for all children resident in Havering who require one. School roll projections show a long term increase in primary pupil numbers. Therefore if expansion plans are not progressed then the probability is that there will be school age children within the area without the ability to secure a place in a local school.

The proposal in respect of Broadford Primary School is subject to the grant of planning permission by June 2014

Details of decision maker/s

Signed: 
Name: Paul Keston
Title:
Date:

Signed: 
Name: Rachel Ramsay
Title:
Date:

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Factors that were considered in the decision taken to expand Newtons Primary from 1.5 FE to 2FE

Relevant Factor Considered	Outcome
Consideration of consultation and representation period	An initial consultation was carried out from 3/02/2014 to 3/03/2014. The responses received during this initial consultation period were considered before a decision was made to publish a statutory notice regarding the proposal for this school. No objections were received during the representation period which lasted from 28/03/2014 to 25/04/2014. The process of consultation has been conducted satisfactorily. All stakeholders have had a fair opportunity to express their views
Education standards and diversity of provision	The expansion of this school will contribute to raising standards of provision and will lead to improved attainment for children in this area. Expanding Newtons Primary will offer families from the local community better opportunity of choice regarding school place. It will provide an opportunity to recruit a broader level of expertise and specialism within its staff which will in turn drive up standards and enhance the teaching & learning that would enable children to make excellent progress.
Demand	The LA's forecast indicates a shortfall of 1FE by September 2015/16 and a further 2FE in the next five years. The decision to permanently expand the school will provide an additional 15 reception places in the area each year from September 2014 onwards and help ensure that there are sufficient places to cater for the increase in demand in this planning area. Data from the admissions service supports the LA's assessment that as a popular school Newtons Primary School should be supported to expand to meet parental demand.
School size	Moving from 45 to 60 places per year group will enable the school to move away from mixed-age teaching groups and deliver a more efficient teaching model, in line with the rest of the primary schools in the borough.
Proposed admission arrangements	The admission arrangements of the school are compliant with the School Admissions Code and are not due to change should the expansion be approved
National Curriculum	Newtons Primary as a maintained school delivers the National curriculum.
Equal opportunity issues	The school is co-educational therefore the gender of pupils is not considered to be a factor in determining the proposals. National legislation determines that schools cannot discriminate on race in relation to admissions policies. School refurbishments and building expansions are undertaken with full accessibility compliance. Therefore there are no sex, race or disability discrimination issues that arise from the changes being proposed
Community cohesion	Views and comments received from stakeholders and individuals in the community were fully considered and addressed during the consultation period. 100% of the responses received.

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	<p>gave their support for the expansion as it will create additional places to cater for local demand by families in the area.</p> <p>Access to extended services or provision being offered by the school to pupils or the local community will not be affected by this expansion proposal.</p> <p>If the proposed expansion at this school is approved then more school places will be available in the area, which means that the school will be better able to meet the needs of its growing community</p>
Travel and accessibility	<p>This proposal will not extend journey times, increase transport costs, or result in too many children being prevented from travelling sustainably due to unsuitable walking or cycling routes as the expansion will be carried out on the school's existing site.</p> <p>In addition, the expansion is being proposed as there is a projected increase in demand for additional school places from within local area where the school is located. All school users will be encouraged to access the school via sustainable modes of transport.</p> <p>The expansion will be undertaken with full accessibility compliance.</p>
Capital	<p>The local authority has allocated a budget for this expansion project as agreed in the capital programme report by the Council's Cabinet on 13 February 2014.</p>
School premises and playing fields	<p>The expansion will ensure that outdoor play space adheres to standards for school premises as set out in the current area guidelines from the DfE.</p>

Applicable legislation: School Organisation for Maintained Schools (England) Regulations 2013-(Annex B-Guidance for Decision- Makers)

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The Decision

The proposal to permanently expand Newtons Primary School from 1.5FE to 2FE from 1 September 2014 is hereby

Approved without modification Approved with modification Rejected

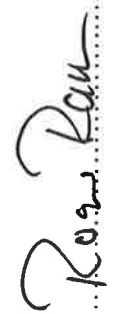
Reason for decision

The Council has a statutory duty to ensure that there are sufficient school places available for all children resident in Havering who require one. School roll projections show a long term increase in primary pupil numbers. Therefore if expansion plans are not progressed then the probability is that there will be school age children within the area without the ability to secure a place in a local school.

The proposal in respect of Newtons Primary School is subject to the grant of planning permission by June 2014

Details of decision maker/s

Signed: 
Name: Paul Rochford
Title:
Date:

Signed: 
Name: Rachel Ramsey
Title:
Date:

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Factors that were considered in the decision taken to expand Parsonage Farm Primary School from 3 FE to 4FE

Relevant Factor Considered	Outcome
<p>Consideration of consultation and representation period</p>	<p>An initial consultation was carried out from 3/02/2014 to 3/03/2014. The responses received during this initial consultation period were considered before a decision was made to publish a statutory notice regarding the proposal for this school.</p> <p>A drop in session was held at the school on the 24/04/2014 for parents/carers and the local community were specific issues were raised.</p> <p>During the representation period which lasted from 28/03/2014 to 25/04/2014, a total of 66 objections which included 2 petitions totalling 235 signatures from residents in the local area and 190 signatures from parents/carers were received.</p> <p>The process of consultation has been conducted satisfactorily. All stakeholders have had a fair opportunity to express their views.</p> <p>Key issues raised during the representation period, via survey and petitions and via the drop in session include the following, with the Local Authority response below:</p> <ul style="list-style-type: none"> • Concern about the impact on playground space. <ul style="list-style-type: none"> ○ School will gain additional play space if expanded. • Concern that expansion will prevent emergency services accessing the building quickly in event of an emergency. <ul style="list-style-type: none"> ○ Emergency services will be able to access the school safely and there will an entrance on Allen Road. • The Local Authority should build a new school. <ul style="list-style-type: none"> ○ The Local Authority is not able to build a new school under current Government legislation. • Parking for teachers should not be included as part of the expansion proposal- would prefer this space be used as additional play space for the children. <ul style="list-style-type: none"> ○ Staff car park is a planning requirement. • Expansion will lead to increased traffic on surrounding roads which will be dangerous

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	<p>for children walking to school.</p> <ul style="list-style-type: none"> • Increased traffic will lead to increase in dangerous/illegal parking. <ul style="list-style-type: none"> ○ The impact of increased traffic is taken very seriously during planning processes and a joint effort is made by all involved to explore ways of mitigating the issues. • Understand the need for additional school places, but the proposal needs to look at additional issues any expansion would cause. <ul style="list-style-type: none"> ○ The Local Authority has a statutory responsibility to ensure there are sufficient school places for children who live in the borough and require one. • Concern that the local authority is looking to expand the school in order to attract/educate children who live outside of the borough. <ul style="list-style-type: none"> ○ The Local Authority is proposing to expand Parsonage Farm Primary School in order to meet the demand for places from children resident in Havering. • Would consider moving my child from Parsonage Farm Primary School if the expansion proceeds. <ul style="list-style-type: none"> ○ This is the right of the parent. • Local residents were not consulted about the proposed expansion and should have been. <ul style="list-style-type: none"> ○ Local residents will be consulted via the planning consultation if the expansion proceeds. • Query why previously schools were closed if we now need more school places. <ul style="list-style-type: none"> ○ Schools were closed previously at a time of falling school rolls. • Concern that increase from 2FE to 3FE has already had a negative impact on children at the school. Will be worse if school expands to 4FE. <ul style="list-style-type: none"> ○ Believe the school has the leadership and management to maintain current high standards during expansion process. • Concern that building works during term time will be disruptive for children. <ul style="list-style-type: none"> ○ Building works will be boarded and separated from the school to minimize disruption.
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	<ul style="list-style-type: none"> • Not sure what the benefits of expansion are for the children already at the school. <ul style="list-style-type: none"> ◦ An expanded school will receive more funding which can provide a wider range of resources (equipment and personnel) to be enjoyed by all at the school. • Don't know why Parsonage Farm Primary School has been identified for expansion. • Query why another local school in the area isn't being expanded instead of Parsonage Farm. <ul style="list-style-type: none"> ◦ The school is successful with a strong leadership and management team to manage expansion. The school is in an area of need regarding additional school places and has the physical space to enable expansion. • Query why Parsonage Farm is being considered for 4FE when Brady is a nearby school and is only 1FE. <ul style="list-style-type: none"> ◦ Brady does not have space on its existing site to enable expansion. • The consultation drop-in session is being held too close to the consultation closing date. <ul style="list-style-type: none"> ◦ The drop-in sessions are not compulsory and the Local Authority has fulfilled its statutory duty regarding publishing statutory proposals. • Parsonage Farm Primary School has no school signage, no crossing and no speed restrictions- this is already dangerous and will be more dangerous if there are more children. <ul style="list-style-type: none"> ◦ The impact of increased traffic is something which is taken very seriously during planning processes and a joint effort is made by all involved to explore ways of mitigating the issues. • Smaller schools should be expanded first instead of making larger schools even bigger. <ul style="list-style-type: none"> ◦ It is not always possible to expand small schools first. • Concern that expansion would have an impact on educational attainment. <ul style="list-style-type: none"> ◦ Believe the school has the leadership and management to maintain current high standards during expansion process.
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	<ul style="list-style-type: none"> • The school focuses on pupils who have English as an additional language to the detriment of other pupils. <ul style="list-style-type: none"> ◦ Believe the school has the leadership and management to maintain current high standards for all pupils. • Query why the school can't fill to 3FE in all year groups before considering whether to move to 4FE. <ul style="list-style-type: none"> ◦ The expansion to 4FE is being proposed to meet the future demand for school places in the area. • Think the Head Teacher could manage an expansion to 4FE but concerned that if she leaves then standards will drop. <ul style="list-style-type: none"> ◦ No evidence to support this. • Concern that if Parsonage Farm does expand then it will be the largest school in Havering. • Concern that having 120 pupils per year group is too many at reception age and will be daunting for small children. <ul style="list-style-type: none"> ◦ There are much larger schools nationally that have managed to maintain standards without any negative impact on pupils at the school. • Query why this school is meeting school place demand from other boroughs. • Do not see why rates are being put up in Havering if the money is being used to create school places that will educate children from outside the borough. <ul style="list-style-type: none"> ◦ Parsonage Farm Primary School is being proposed for expansion in order to meet the demand for school places from children resident in Havering. However the Local Authority cannot legally prevent residents in other boroughs from applying to Havering schools. • Parsonage Farm Primary School is in an area where there is an ageing population therefore not sure why places are needed. <ul style="list-style-type: none"> ◦ Rising birth rates and more people moving into Havering has led to an increase in demand for school places. • Would like expansion to be delayed to assess whether additional school places are needed and existing places are filled.
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	<ul style="list-style-type: none"> ○ This is a possibility- if the expansion implementation date is modified to a later date, the school would still be able to accommodate an additional class at short notice if needed. • Money identified for this expansion should be invested in existing school facilities in the borough. <ul style="list-style-type: none"> ○ The Local Authority has a statutory responsibility to ensure there are sufficient school places for children who live in the borough and require one. • Concern that expansion will lead to school losing community feel. <ul style="list-style-type: none"> ○ Parsonage Farm Primary School has been identified for expansion in order to meet the needs of its growing community. • Query why the proposed building works to enable the expansion only provide additional classrooms and do not look at expanding other areas in the school. <ul style="list-style-type: none"> ○ The design is still at feasibility stage and other areas may still be considered as part of the physical expansion proposal. • Confusion has been caused by the fact that people thought the expansion to 4FE was already agreed as there are already building works underway at the school. • The description of building works as being phased is not clear- i.e. the difference between works to provide the accommodation for 3FE and the works needed to provide accommodation if schools moves to 4FE is not clear. <ul style="list-style-type: none"> ○ Agree that it is not clear to everyone that the current building works at the school are in order to provide the necessary accommodation for the school to operate as 3FE. • Would like a nursery to be added to the school. <ul style="list-style-type: none"> ○ This is not part of the current proposal but may be revisited at a later date. • Dining Hall - Capacity needs revising with the potential to expand - needs looking at as parents concerned around shortened lunch times. <ul style="list-style-type: none"> ○ The design is still at feasibility stage and other areas may still be considered as part of the physical expansion proposal. Lunchtimes can also be staggered/timetabled effectively. • General Play Area - Needs revising to create more play area in particular year
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	<p>reception' play area and use of 'playing field'.</p> <ul style="list-style-type: none"> ○ The design is still at feasibility stage and other areas may still be considered as part of the physical expansion proposal. <ul style="list-style-type: none"> • Concern regarding proximity of proposed building in relation to residents' homes. <ul style="list-style-type: none"> ○ This will be addressed via the planning process. • Better communication needed to inform residents of building works. <ul style="list-style-type: none"> ○ Residents will be consulted on proposed works via the consultation process. • General review of existing facilities to provide extended curriculum services and extra curricular resources etc. needed. <ul style="list-style-type: none"> ○ The design is still at feasibility stage and other areas may still be considered as part of the physical expansion proposal. • Concern that Local Authority may be intending to sell off areas of the school site. <ul style="list-style-type: none"> ○ No intention to do this. • Concern that works would lead to loss of trees and planting areas. <ul style="list-style-type: none"> ○ This will be addressed via the planning process. • Concern regarding increase in noise levels throughout the day if school is expanded. <ul style="list-style-type: none"> ○ The Council has a statutory duty to ensure that there are sufficient school places available for all children resident in Havering who require one.
<p>Education standards and diversity of provision</p>	<p>The expansion of this school will contribute to raising standards of provision and will lead to improved attainment for children in this area. By expanding Parsonage Farm Primary School this will offer families from the local community better opportunity of choice regarding school places. It will provide an opportunity to recruit a broader level of expertise and specialism within its staff which will in turn drive up standards and enhance the teaching & learning that would enable children to make excellent progress.</p>
<p>Demand</p>	<p>The LA's forecast indicates a shortfall of 1FE by September 2015/16 and a further 2FE in the next five years in the Rainham school planning area. The decision to permanently expand the school which will provide an additional 30 reception places in the area each year from September 2015 onwards, would help ensure that there are sufficient places and will reduce the pressure experienced by other schools in this planning area. Data from the admissions service supports the LA's assessment that as a popular</p>

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	school Parsonage Farm primary school should be supported to expand to meet parental demand
School size	The permanent expansion of Parsonage Farm to four forms of entry would enable the local authority to create additional places for local children to benefit from a successful school where teaching and learning is good
Proposed admission arrangements	The admission arrangements of the school are compliant with the School Admissions Code and are not due to change should the expansion be approved.
National Curriculum	Parsonage Farm Primary School, as a maintained school delivers the National curriculum.
Equal opportunity issues	The school is co-educational therefore the gender of pupils is not considered to be a factor in determining the proposals. National legislation determines that schools cannot discriminate on race in relation to admissions policies. School refurbishments and building expansions are undertaken with full accessibility compliance. Therefore there are no sex, race or disability discrimination issues anticipated from the changes being proposed
Community cohesion	Views and comments received from stakeholders and individuals in the community were fully considered and addressed during the consultation period. 25% of the total responses received, gave their support for the expansion as it will create additional places to cater for local demand by families in the area. Access to extended services or provision being offered by the school to pupils or the local community will not be affected by this expansion proposal. If the proposed expansion at this school is approved then more school places will be available in the area, which means that the school will be better able to meet the needs of its growing community.
Travel and accessibility	This proposal will not extend journey times, increase transport costs, or result in too many children being prevented from travelling sustainably due to unsuitable walking or cycling routes as the expansion will be carried out on the school's existing site. In addition, the expansion is being proposed as there is a projected increase in demand for additional school places from within the local area where the school is located. All school users will be encouraged to access the school via sustainable modes of transport. The expansion will be undertaken with full accessibility compliance.
Capital	The local authority has allocated a budget for this expansion project as agreed in the capital programme report by the Council's Cabinet on 13 February 2014.
School premises and playing fields	The expansion will ensure that outdoor play space adheres to standards for school premises as set out in the current area guidelines from the DfE.

Applicable legislation: School Organisation for Maintained Schools (England) Regulations 2013-(Annex B-Guidance for Decision- Makers)

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The Decision

The proposal to permanently expand Parsonage Farm Primary School from 3FE to 4FE from 1 September 2015 is hereby

Approved without modification **Approved with Modification** **Rejected**

Reason for decision

The Local Authority is projecting a deficit of places in Rainham and Wennington and South Hornchurch wards from Sep 2015 onwards. Whilst the Council appreciates the potential difficulties that may arise the Council considers that these are overridden by the Council's statutory duties to provide sufficient places for the forecast long term increase in primary pupil numbers. If expansion plans are not progressed then the probability is that there will be school age children within the area without the ability to secure a place in a local school. The Governing Body fully support the proposal to permanently expand Parsonage Farm Primary School.

The proposal in respect of Parsonage Farm Primary School is subject to the grant of planning permission by December 2014.

Details of decision maker/s
Signed:
Name:
Title:
Date:

Signed:
Name:
Title:
Date:

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Factors that were considered in the decision taken to expand RJ Mitchell Primary from 1 FE to 2FE

Relevant Factor Considered	Outcome
Consideration of consultation and representation period	<p>An initial consultation was carried out from 3/02/2014 to 3/03/2014. The responses received during this initial consultation period were considered before a decision was made to publish a statutory notice regarding the proposal for this school. No objections were received during the representation period which lasted from 28/03/2014 to 25/04/2014. The process of consultation has been conducted satisfactorily. All stakeholders have had a fair opportunity to express their views.</p>
Education standards and diversity of provision	<p>The expansion of this school will contribute to raising standards of provision and will lead to improved attainment for children in this area. Expanding RJ Mitchell Primary School will offer families from the local community better opportunity of choice regarding school places. It will provide an opportunity to recruit a broader level of expertise and specialism within its staff which will in turn drive up standards and enhance the teaching & learning that would enable children to make excellent progress.</p>
Demand	<p>The LA's forecast indicates a shortfall of 1FE by September 2016/17 and a further 2FE in the next five years.</p> <p>Data from the admissions service supports the LA's assessment that as a popular school RJ Mitchell Primary School should be supported to expand to meet parental demand.</p> <p>The decision to permanently expand the school will provide an additional 30 reception places in this planning area each year from September 2015 onwards to help ensure that there are sufficient places in the area.</p>
School size	<p>This expansion is not expected to have any negative effect on other schools in the area.</p> <p>The permanent expansion of RJ Mitchell to two forms of entry would enable the authority to create additional places for local children in a school with good leadership and clear vision for future development.</p> <p>It would also enable an increase in the additional resource provision to cater for children with special educational needs and/or disabilities</p>
Proposed admission arrangements	<p>The admission arrangements of the school are compliant with the School Admissions Code and are not due to change should the expansion be approved.</p>
National Curriculum	<p>RJ Mitchell Primary School as a maintained school delivers the National curriculum.</p>
Equal opportunity issues	<p>The school is co-educational therefore the gender of pupils is not considered to be a factor in determining the proposals.</p> <p>National legislation determines that schools cannot discriminate on race in relation to admissions policies. School refurbishments and building expansions are undertaken with full accessibility compliance.</p> <p>Therefore there are no sex, race or disability discrimination issues that arise from the changes</p>

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	being proposed
Community cohesion	<p>Views and comments received from stakeholders and individuals in the community were fully considered and addressed during the consultation period. Just over half of the respondents gave their support for the expansion as it will create additional places to cater for local demand by families in the area.</p> <p>Access to extended services or provision being offered by the school to pupils or the local community will not be affected by this expansion proposal. If the proposed expansion at this school is approved then more school places will be available in the area, which means that the school will be better able to meet the needs of its growing community.</p>
Travel and accessibility	<p>This proposal will not extend journey times, increase transport costs, or result in too many children being prevented from travelling sustainably due to unsuitable walking or cycling routes as the expansion will be carried out on the school's existing site.</p> <p>In addition, the expansion is being proposed as there is a projected increase in demand for additional school places from within local area where the school is located. All school users will be encouraged to access the school via sustainable modes of transport.</p> <p>The expansion will be undertaken with full accessibility compliance.</p>
Capital	<p>The local authority has allocated a budget for this expansion project as agreed in the capital programme report by the Council's Cabinet on 13 February 2014.</p>
School premises and playing fields	<p>The expansion will ensure that outdoor play space adheres to standards for school premises as set out in the current area guidelines from the DfE.</p>

Applicable legislation: School Organisation for Maintained Schools (England) Regulations 2013(Annex B-Guidance for Decision- Makers)

APPENDIX 1- SCHOOL ORGANISATION GUIDANCE FOR DECISION-MAKERS

The Decision

The proposal to permanently expand RJ Mitchell Primary School from 1FE to 2FE from 1 September 2015 is hereby

Approved without modification **Approved with modification** **Rejected**

Reason for decision

The Council has a statutory duty to ensure that there are sufficient school places available for all children resident in Havering who require one. School roll projections show a long term increase in primary pupil numbers. Therefore if expansion plans are not progressed then the probability is that there will be school age children within the area without the ability to secure a place in a local school.

The proposal in respect of RJ Mitchell Primary School is subject to the grant of planning permission by December 2014

Details of decision maker/s

Signed: 
Name: Paul Kociford
Title:
Date:

Signed: 
Name: Roger Ramsey
Title:
Date:

APPENDIX 1 - SCHOOL ORGANISATION GUIDANCE FOR DECISION-MAKERS

Factors that were considered in the decision taken to expand Scotts Primary School from 1FE to 2FE

Relevant Factor Considered	Outcome
Consideration of consultation and representation period	An initial consultation was carried out from 3/02/2014 to 3/03/2014. The responses received during this initial consultation period were considered before a decision was made to publish a statutory notice regarding the proposal for this school. No objections were received during the representation period which lasted from 28/03/2014 to 25/04/2014. The process of consultation has been conducted satisfactorily. All stakeholders have had a fair opportunity to express their views.
Education standards and diversity of provision	The expansion of this school will contribute to raising standards of provision and will lead to improved attainment for children in this area. By expanding Scotts this will offer families from the local community better opportunity of choice regarding school places. It will provide an opportunity to recruit a broader level of expertise and specialism within its staff which will in turn drive up standards and enhance the teaching & learning that would enable children to make excellent progress.
Demand	The LA's forecast indicates a shortfall of 1FE by September 2016/17 and a further 2FE in the next five years. Data from the admissions service supports the LA's assessment that as a popular school Scotts Primary School should be supported to expand to meet parental demand. The decision to permanently expand the school will provide an additional 30 reception places in this planning area each year from September 2015 onwards to help ensure that there are sufficient places in the area.
School size	This expansion is not expected to have any negative effect on other schools in the area. The permanent expansion of Scotts to two forms of entry would enable the local authority to create additional places for local children to benefit from a successful school where teaching and learning is outstanding.
Proposed admission arrangements	The admission arrangements of the school are compliant with the School Admissions Code and are not due to change should the expansion be approved.
National Curriculum	Scotts Primary School as a maintained school delivers the National curriculum.
Equal opportunity issues	The school is co-educational therefore the gender of pupils is not considered to be a factor in determining the proposals. National legislation determines that schools cannot discriminate on race in relation to admissions policies. School refurbishments and building expansions are undertaken with full accessibility compliance. Therefore there are no sex, race or disability discrimination issues that arise from the changes being proposed
Community cohesion	Views and comments received from stakeholders and individuals in the community were fully

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	<p>considered and addressed during the consultation period. 73% of the respondents gave their support for the expansion as it will create additional places to cater for local demand by families in the area.</p> <p>Access to extended services or provision being offered by the school to pupils or the local community will not be affected by this expansion proposal.</p> <p>If the proposed expansion at this school is approved then more school places will be available in the area, which means that the school will be better able to meet the needs of its growing community.</p>
Travel and accessibility	<p>This proposal will not extend journey times, increase transport costs, or result in too many children being prevented from travelling sustainably due to unsuitable walking or cycling routes as the expansion will be carried out on the school's existing site.</p> <p>In addition, the expansion is being proposed as there is a projected increase in demand for additional school places from within local area where the school is located. All school users will be encouraged to access the school via sustainable modes of transport.</p> <p>The expansion will be undertaken with full accessibility compliance.</p>
Capital	<p>The local authority has allocated a budget for this expansion project as agreed in the capital programme report by the Council's Cabinet on 13 February 2014.</p>
School premises and playing fields	<p>The expansion will ensure that outdoor play space adheres to standards for school premises as set out in the current area guidelines from the DfE.</p>

Applicable legislation: School Organisation for Maintained Schools (England) Regulations 2013(Annex B-Guidance for Decision- Makers)

APPENDIX 1 - SCHOOL ORGANISATION GUIDANCE FOR DECISION-MAKERS

The Decision

The proposal to permanently expand Scotts Primary School from 1FE to 2FE from 1 September 2015 is hereby

Approved without modification

Approved with modification

Rejected

Reason for decision

The Council has a statutory duty to ensure that there are sufficient school places available for all children resident in Havering who require one. School roll projections show a long term increase in primary pupil numbers. Therefore if expansion plans are not progressed then the probability is that there will be school age children within the area without the ability to secure a place in a local school.

The proposal in respect of Scotts Primary School is subject to the grant of planning permission by December 2014

Details of decision maker/s

Signed: 

Name: Paul Beckett

Title:

Date:

Signed: 

Name: Local Ramsey

Title:

Date:

APPENDIX 1- SCHOOL ORGANISATION GUIDANCE FOR DECISION-MAKERS

Factors that were considered in the decision taken to expand Hacton Primary School from 2 FE to 3FE

Relevant Factor Considered	Outcome
<p>Consideration of consultation and representation period</p>	<p>An initial consultation was carried out from 3/02/2014 to 3/03/2014. The responses received during this initial consultation period were considered before a decision was made to publish a statutory notice regarding the proposal for this school. 1 objection was received during the representation period which lasted from 28/03/2014 to 25/04/2014. The process of consultation has been conducted satisfactorily. All stakeholders have had a fair opportunity to express their views.</p> <p>Key issues raised during the representation, with the Local Authority response below:</p> <ul style="list-style-type: none"> • Expansion would lead to an increase in traffic in the already busy surrounding area. <ul style="list-style-type: none"> ○ The impact of increased traffic is taken very seriously during planning processes and a joint effort is made by all involved to explore ways of mitigating the issues. • Query why previously schools were closed if we now need more school places. <ul style="list-style-type: none"> ○ Schools were closed previously at a time of falling school rolls. • Concern that if free schools open up in the area additional capacity put in place now will be half empty. <ul style="list-style-type: none"> ○ Where a LA thinks there is a need for a new school in its area it must seek proposals to establish an academy/free school. However the LA is still responsible for providing the site for the new school and meeting all associated capital and pre-/post-opening costs. In addition, the Council has a statutory duty to ensure that there are sufficient school places available for all children resident in Havering who require one.
<p>Education standards and diversity of provision</p>	<p>The expansion of this school will contribute to raising standards of provision and will lead to improved attainment for children in this area. By expanding Hacton this will offer families from the local community better opportunity of choice regarding school places. It will provide an opportunity to recruit a broader level of expertise and specialism within its staff which will in turn drive up standards and enhance the teaching & learning that would enable children to make excellent progress.</p>
<p>Demand</p>	<p>The LA's forecast indicates a shortfall of 2FE by September 2015/16 and a further 2FE in the next five years in the Upminster school planning area. The decision to permanently expand the school which will provide an additional 28 reception places in the area each year from September 2016 onwards, would help ensure that there are</p>

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	<p>sufficient places and will reduce the pressure experienced by other schools in this planning area. Data from the admissions service supports the LA's assessment that as a popular school Hacton Primary School should be supported to expand to meet parental demand</p> <p>The permanent expansion of Hacton to three forms of entry would enable the local authority to create additional places for local children to benefit from a successful school where teaching and learning is good</p>
School size	
Proposed admission arrangements	<p>The admission arrangements of the school are compliant with the School Admissions Code and are not due to change should the expansion be approved.</p>
National Curriculum	<p>Hacton Primary School, as a maintained school delivers the National curriculum.</p>
Equal opportunity issues	<p>The school is co-educational therefore the gender of pupils is not considered to be a factor in determining the proposals.</p> <p>National legislation determines that schools cannot discriminate on race in relation to admissions policies. School refurbishments and building expansions are undertaken with full accessibility compliance.</p> <p>Therefore there are no sex, race or disability discrimination issues anticipated from the changes being proposed</p>
Community cohesion	<p>Views and comments received from stakeholders and individuals in the community were fully considered and addressed during the consultation period. The Governing Body fully support the proposal to expand Hacton Primary School under the Government PSBP programme.</p> <p>Access to extended services or provision being offered by the school to pupils or the local community will not be affected by this expansion proposal.</p> <p>If the proposed expansion at this school is approved then more school places will be available in the area, which means that the school will be better able to meet the needs of its growing community.</p>
Travel and accessibility	<p>This proposal will not extend journey times, increase transport costs, or result in too many children being prevented from travelling sustainably due to unsuitable walking or cycling routes as the expansion will be carried out on the school's existing site.</p> <p>In addition, the expansion is being proposed as there is a projected increase in demand for additional school places from within local area where the school is located. All school users will be encouraged to access the school via sustainable modes of transport.</p> <p>The expansion will be undertaken with full accessibility compliance.</p>
Capital	<p>The full capital cost of rebuilding this school as a three form entry school will be funded through the Government's Priority Schools Building Programme.</p>
School premises and playing fields	<p>The expansion will ensure that outdoor play space adheres to standards for school premises as set out in the current area guidelines from the DfE.</p>

Applicable legislation: School Organisation for Maintained Schools (England) Regulations 2013-(Annex B-Guidance for Decision- Makers)

APPENDIX 1- SCHOOL ORGANISATION GUIDANCE FOR DECISION-MAKERS

The Decision

The proposal to permanently expand Hacton Primary School from 2FE to 3FE from 1 September 2016 is hereby

Approved without modification Approved with modification Rejected

Reason for decision

The Council has a statutory duty to ensure that there are sufficient school places available for all children resident in Havering who require one. School roll projections show a long term increase in primary pupil numbers. Therefore if expansion plans are not progressed then the probability is that there will be school age children within the area without the ability to secure a place in a local school.

The proposal in respect of Hacton Primary School is subject to the grant of planning permission by September 2015

Details of decision maker/s

Signed:
Name:
Title:
Date:

Signed:
Name:
Title:
Date:

APPENDIX 1- SCHOOL ORGANISATION GUIDANCE FOR DECISION-MAKERS

Factors that were considered in the decision taken to expand The Mawney School from 2 FE to 3FE

Relevant Factor Considered	Outcome
Consideration of consultation and representation period	An initial consultation was carried out from 3/02/2014 to 3/03/2014. The responses received during this initial consultation period were considered before a decision was made to publish a statutory notice regarding the proposal for this school. No objections were received during the representation period which lasted from 28/03/2014 to 25/04/2014. The process of consultation has been conducted satisfactorily. All stakeholders have had a fair opportunity to express their views.
Education standards and diversity of provision	The expansion of this school will contribute to raising standards of provision and will lead to improved attainment for children in this area. By expanding Mawney this will offer families from the local community better opportunity of choice regarding school places. It will provide an opportunity to recruit a broader level of expertise and specialism within its staff which will in turn drive up standards and enhance the teaching & learning that would enable children to make excellent progress.
Demand	The LA's forecast indicates a shortfall of 3FE by September 2015/16 and a further 3FE in the next five years in the Romford school planning area. The decision to permanently expand the school which will provide an additional 30 reception places in the area each year from September 2016 onwards, would help ensure that there are sufficient places and will reduce the pressure experienced by other schools in this planning area. Data from the admissions service supports the LA's assessment that as a popular school The Mawney School should be supported to expand to meet parental demand
School size	The permanent expansion of Mawney to three forms of entry would enable the local authority to create additional places for local children to benefit from a successful school where teaching and learning is good
Proposed admission arrangements	The admission arrangements of the school are compliant with the School Admissions Code and are not due to change should the expansion be approved.
National Curriculum	The Mawney School, as a foundation school delivers the National curriculum.
Equal opportunity issues	The school is co-educational therefore the gender of pupils is not considered to be a factor in determining the proposals. National legislation determines that schools cannot discriminate on race in relation to admissions policies. School refurbishments and building expansions are undertaken with full accessibility compliance. Therefore there are no sex, race or disability discrimination issues anticipated from the changes being proposed
Community cohesion	Views and comments received from stakeholders and individuals in the community were fully considered and addressed during the consultation period. 57% of the total responses received.

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	<p>gave their support for the expansion as it will create additional places to cater for local demand by families in the area.</p> <p>Access to extended services or provision being offered by the school to pupils or the local community will not be affected by this expansion proposal.</p> <p>If the proposed expansion at this school is approved then more school places will be available in the area, which means that the school will be better able to meet the needs of its growing community.</p>
Travel and accessibility	<p>This proposal will not extend journey times, increase transport costs, or result in too many children being prevented from travelling sustainably due to unsuitable walking or cycling routes as the expansion will be carried out on the school's existing site.</p> <p>In addition, the expansion is being proposed as there is a projected increase in demand for additional school places from within local area where the school is located. All school users will be encouraged to access the school via sustainable modes of transport.</p> <p>The expansion will be undertaken with full accessibility compliance.</p>
Capital	<p>The full capital cost of rebuilding this school will be funded through the Government's Priority Schools Building programme whilst the cost for the expansion to create an additional form of entry will be met by the local authority.</p>
School premises and playing fields	<p>The expansion will ensure that outdoor play space adheres to standards for school premises as set out in the current area guidelines from the DfE.</p>

Applicable legislation: School Organisation for Maintained Schools (England) Regulations 2013-(Annex B-Guidance for Decision- Makers)

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The Decision

The proposal to permanently expand The Mawney School from 2FE to 3FE from 1 September 2016 is hereby

Approved without modification Approved with modification Rejected


Reason for decision

The Council has a statutory duty to ensure that there are sufficient school places available for all children resident in Havering who require one. School roll projections show a long term increase in primary pupil numbers. Therefore if expansion plans are not progressed then the probability is that there will be school age children within the area without the ability to secure a place in a local school.

The proposal in respect of The Mawney School is subject to the grant of planning permission by September 2015

Details of decision maker/s

Signed: 
Name: Mark Scuttall.....
Title:
Date:

Signed: 
Name: Ron Ramsay.....
Title:
Date:

APPENDIX 1- SCHOOL ORGANISATION GUIDANCE FOR DECISION-MAKERS

Factors that were considered in the decision taken to expand Suttons Primary School from 1 FE to 2FE	
Relevant Factor Considered	Outcome
Consideration of consultation and representation period	An initial consultation was carried out from 3/02/2014 to 3/03/2014. The responses received during this initial consultation period were considered before a decision was made to publish a statutory notice regarding the proposal for this school. No objections were received during the representation period which lasted from 28/03/2014 to 25/04/2014. The process of consultation has been conducted satisfactorily. All stakeholders have had a fair opportunity to express their views.
Education standards and diversity of provision	The expansion of this school will contribute to raising standards of provision and will lead to improved attainment for children in this area. By expanding Suttons this will offer families from the local community better opportunity of choice regarding school places. It will provide an opportunity to recruit a broader level of expertise and specialism within its staff which will in turn drive up standards and enhance the teaching & learning that would enable children to make excellent progress.
Demand	The LA's forecast indicates a shortfall of 1FE by September 2015/16 and a further 2FE in the next five years in the South Hornchurch & Elm park school planning area. The decision to permanently expand the school which will provide an additional 30 reception places in the area each year from September 2016 onwards, would help ensure that there are sufficient places and will reduce the pressure experienced by other schools in this planning area. Data from the admissions service supports the LA's assessment Suttons primary should be supported to expand to meet parental demand
School size	The permanent expansion of Suttons to two forms of entry would enable the local authority to create additional places for local children to benefit from a school where teaching and learning is good
Proposed admission arrangements	The admission arrangements of the school are compliant with the School Admissions Code and are not due to change should the expansion be approved.
National Curriculum	The Suttons Primary School, as a maintained school delivers the National curriculum.
Equal opportunity issues	The school is co-educational therefore the gender of pupils is not considered to be a factor in determining the proposals. National legislation determines that schools cannot discriminate on race in relation to admissions policies. School refurbishments and building expansions are undertaken with full accessibility compliance. Therefore there are no sex, race or disability discrimination issues anticipated from the changes being proposed
Community cohesion	Views and comments received from stakeholders and individuals in the community were fully considered and addressed during the consultation period. 73% of the total responses received,

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	<p>gave their support for the expansion as it will create additional places to cater for local demand by families in the area.</p> <p>Access to extended services or provision being offered by the school to pupils or the local community will not be affected by this expansion proposal.</p> <p>If the proposed expansion at this school is approved then more school places will be available in the area, which means that the school will be better able to meet the needs of its growing community.</p>
Travel and accessibility	<p>This proposal will not extend journey times, increase transport costs, or result in too many children being prevented from travelling sustainably due to unsuitable walking or cycling routes as the expansion will be carried out on the school's existing site.</p> <p>In addition, the expansion is being proposed as there is a projected increase in demand for additional school places from within local area where the school is located. All school users will be encouraged to access the school via sustainable modes of transport.</p> <p>The expansion will be undertaken with full accessibility compliance.</p>
Capital	<p>The full capital cost of rebuilding this school as a two form entry school will be funded through the Government's Priority Schools Building Programme.</p>
School premises and playing fields	<p>The expansion will ensure that outdoor play space adheres to standards for school premises as set out in the current area guidelines from the DfE.</p>

Applicable legislation: School Organisation for Maintained Schools (England) Regulations 2013-(Annex B-Guidance for Decision- Makers)

APPENDIX 1- SCHOOL ORGANISATION GUIDANCE FOR DECISION-MAKERS

The Decision

The proposal to permanently expand Suttons Primary School from 1FE to 2FE from 1 September 2016 is hereby

Approved without modification Approved with modification Rejected


Reason for decision

The Council has a statutory duty to ensure that there are sufficient school places available for all children resident in Havering who require one. School roll projections show a long term increase in primary pupil numbers. Therefore if expansion plans are not progressed then the probability is that there will be school age children within the area without the ability to secure a place in a local school.

The proposal in respect of Suttons Primary School is subject to the grant of planning permission by September 2015

Details of decision maker/s

Signed: 
Name: Paul Kitchin
Title:
Date:

Signed: 
Name: Roger Ramsay
Title:
Date: