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appendix 1

APPENDIX 1- SCHOOL ORGANISATION GUIDANCE FOR DECISION-MAKERS

Factors that were considered in the decision taken to expand Crownfield Infant and Junior from 3 FE to 4FE

Relevant Factor Considered	Outcome
Consideration of consultation and representation period	An initial consultation was carried out from 30/11/2015 -15/01/2016. 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. The statutory notice was published 6/01/2017 which launched the four week representation period which ended on 3/02/2017. No comments or objections were received during the representation period. All stakeholders have had a fair opportunity to express their views. The process of consultation has been conducted satisfactorily and all the statutory requirements have been adhered to.
Education standards and diversity of provision	Crownfield Infant and Junior School are both good and popular schools. The expansion will build on the existing popularity of both schools. The expansion will also provide an opportunity for the schools to recruit a broader level of expertise and specialisms within its staff, which will in turn enhance the teaching & learning, enabling children to continue to make excellent progress. The increase in places at the schools will allow more local families to access the already good standard of education being delivered.
Demand	The LA's school roll projections indicate that there will be a shortfall of places in this planning area by September 2017/18. The decision to permanently expand the schools will provide an additional 30 places each year from September 2017, starting in reception. This will help ensure that there are sufficient places to address demand and will reduce the pressure experienced by other schools in this planning area.
School size	Moving from 90 places to 120 places per year group will enable the school to offer more school places to families from the local and surrounding areas, providing a better opportunity of choice in an environment where teaching and learning has been judged to be 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.

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National Curriculum	Crownfield Infant and Junior Schools are community schools and deliver the National curriculum.
Equal opportunity issues	The schools are 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. 38% of the total responses received, gave their support for the expansion of both schools as it will provide additional places in good local schools for families Access to extended services or provision being offered by both schools to pupils or the local community will not be affected by this expansion proposal which means that the school will be better able to meet the needs of its growing community. If the proposed expansion is approved, staff and Governors are committed in ensuring that the ethos of the schools doesn't change and the schools' friendly approach continues
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 schools' existing sites. 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 schools are located. All school users will be encouraged to access the schools via sustainable modes of transport. The expansion will be undertaken with full accessibility compliance.
Funding	The local authority has allocated a budget of £3m for this expansion project agreed as part of the London Borough of Havering 2015/16 capital programme for phase 3 expansion.
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.

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The Decision

The proposal to permanently expand Crownfield Infant School from 1 September 2017 and Crownfield Junior School from 1 September 2020 from 3FE to 4 FE 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 unable to secure a place in a local school.

Details of decision maker/s

Signed: .....

Name: Councillor Robert Benham

Title: Cabinet Member for Children & Learning

Date: .....