

APPENDIX 1- SCHOOL ORGANISATION GUIDANCE FOR DECISION-MAKERS

Factors that were considered in the decision taken to establish a SEND unit at Suttons Primary School

Relevant Factor Considered	Outcome
<p>Consideration of consultation and representation period</p>	<p>An initial consultation was carried out from 21/03/2022 to 02/05/2022. A parents consultation meeting was held via zoom on 29/03/2022.</p> <p>The responses received during this initial consultation period were considered before a decision was made to publish a statutory notice regarding the proposal for the SEND unit at Suttons Primary School. The statutory notice was published 21/04/2023 and launched the four week representation period which ended 19/05/2023.</p> <p>There were three representations received during the consultation period. Two of the representations raised concerns regarding the proposal. One representation was in support of the proposal.</p> <p>The majority of the issues raised relate to the location, design and impact of the building on nearby residential properties. These issues were considered as part of the planning process and planning permission was approved with conditions on 6 April 2023. The issues will be addressed through the conditions attached to the approval.</p> <p>It is worth noting that both of the two respondents who raised concerns in their representations made a point of stating that they do not object to the principle of a SEND unit on the Suttons Primary School site.</p> <p>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.</p>
<p>Education standards and diversity of provision</p>	<p>Suttons Primary School is a 2FE school with a nursery that caters for pupils aged 2 – 11 years. In February 2019, Ofsted judged Suttons Primary School to be a 'good' school.</p> <p>The establishment of a SEND unit reserved for pupils with Social, Emotional and Mental Health needs at Suttons Primary school will build on the good education already being delivered at the school and will further enhance the education offer, the school provides to the community.</p>

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<p>Demand</p>	<p>The objective of this proposal is to provide a SEND unit, established in a mainstream school setting designated to meet the needs of pupils aged between 4 and 11 years with Social, Emotional and Mental Health Needs.</p> <p>As at January 2023 there were 2167 children and young people resident in Havering with an Education, Health and Care Plan of SEND. Our SEND projections show that we expect the number of primary school pupils with an Education, Health and Care Plan (EHCP) of SEMH to increase from 87 in 2022/23 to 215 in 2026/27.</p> <p>The resource will help address the gap in provision for pupils with Social, Emotional and Mental Health needs and provide increased opportunities for pupils with special educational needs and disability (SEND) to remain and be taught within their local community.</p>
<p>School size</p>	<p>The SEND unit will provide 12 places for special education needs pupils aged between 4 and 11 with Social, Emotional and Mental Health needs.</p> <p>The number of children currently admitted to Reception each year is 60. The 12 places at the SEND unit will not count towards the school's admission number, therefore the admission number and the mainstream school capacity will not be affected by the establishment of the SEND unit.</p> <p>The school will comply with the statutory requirements relating to the education of children of compulsory school and infant class size.</p>
<p>Proposed admission arrangements</p>	<p>The admission arrangements of the school are compliant with the School Admissions Code and are not due to change should the SEND unit be implemented.</p> <p>Admission into the SEND unit will be formally agreed through the borough's Education, Health Care Panel and will be for pupils with Social, Emotional and Mental Health Needs. These pupils will usually have Education, Health and Care Plans (EHCP), which identify Social, Emotional and Mental Health Needs as their primary need. Their educational needs would have been identified through rigorous</p>

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	and thorough assessments by a multi-disciplinary and multi-agency team, which includes psychologists, educational and medical practitioners.
National Curriculum	<p>Suttons Primary School is a community school and delivers the National Curriculum.</p> <p>Depending on the outcomes set out in the Education, Health and Care Plan (EHCP) of pupils in the SEND unit, progress in meeting their learning objectives will be the subject of on-going continuous assessment carried out by SEND unit staff. There will also be formal reviews regarding progress for children with EHCPs and an annual report produced through the Annual Review process. Annual Reviews of EHCPs will be attended by SEND staff, parents, and the relevant professionals in line with the requirements of the SEN Code of Practice.</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. National legislation determines that schools cannot discriminate on race in relation to admissions policies. Therefore there are no sex, race or disability discrimination issues anticipated from the proposal.</p> <p>School refurbishments and building expansions are undertaken with full accessibility compliance.</p> <p>The establishment of the SEND unit will help meet the demand for places from pupils with Social, Emotional and Mental Health needs, therefore helping to better meet the needs of pupils who have SEND.</p> <p>The establishment of a SEND unit at Suttons will advance equality of opportunity between people who share a relevant protected characteristic and people who do not share it, as well as fostering good relations between people who share a relevant protected characteristic and people who do not share it.</p>
Community cohesion	Views and comments received from stakeholders and individuals in the community were fully considered and addressed during the pre-consultation period. 69% of the total responses received,

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	<p>gave their support for the establishment of the SEND unit as it will provide a much needed provision which is inclusive especially for children with Social, Emotional and Mental Health needs.</p> <p>The establishment of a SEND unit at Suttons Primary School will further enhance the education offer the school provides to the community.</p> <p>If the proposal is approved, staff and Governors are committed to ensuring that the ethos of the school doesn't change and the school's friendly approach continues.</p>
Travel and accessibility	<p>It is anticipated that 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 fact, the expectation is that this local provision will provide good value for money as it will reduce the cost of out borough placements and the need for pupils to travel long distances away from their families in order to access the support they require.</p> <p>The SEND unit will be a self-contained unit which will be sufficiently spacious; to provide for the needs of up to 12 pupils with supported spaces made available for some timetabled activities and any other requirements. Most pupils are expected to be driven in and the pedestrian access is envisioned mostly as a point of connection with the mainstream school. Access and egress times for the SEND unit will be managed so that this is staggered and does not coincide with the main school times.</p> <p>The school is already part of the TFL STARS School Travel programme at Silver accreditation level.</p>
Funding	<p>The capital cost for the new provision is estimated to be £1.6m and will be met by the local authority.</p>
School premises and playing fields	<p>The SEND unit will be provided with ample canopies for external play and teaching.</p>

Representation	Response
<p data-bbox="197 308 439 339">Dear Sir/Madam,</p> <p data-bbox="197 384 1032 459">Re; Proposal to implement a new designated SEND unit at Suttons Primary School - Publication of Statutory Notice</p> <p data-bbox="197 504 1093 579">With reference to our email of yesterday, we'd like to add some comments regarding cost.</p> <p data-bbox="197 624 1081 778">The cost of the building is given as an estimated £1.6m. However, as we are all aware, the cost of building materials has increased considerably over the past year, resulting in a build that is now likely to cost substantially more.</p> <p data-bbox="197 823 1099 1257">Given the current situation, shouldn't a more economic approach be taken. At seven plus metres high and with a sawtooth roof design the building will require a much greater quantity of building materials than would generally be required for a single storey building and will be much more costly to construct and maintain. Whilst this type of roof does have the benefit of increasing light and ventilation, it is most useful when the roof space itself is being utilised and seems rather extravagant for a relatively small building with more than adequate space, and daylight and ventilation from doors and windows, for its occupants at ground level.</p> <p data-bbox="197 1302 1059 1377">Reducing the overall the height would not only save building costs and materials but would also considerably reduce the</p>	<p data-bbox="1124 296 2011 571">In terms of the cost estimate of the proposal, we have carried out a due diligence exercise ad we have carried out a professional costing exercise according to the guidelines of the RICS and the RIBA. The project cost estimate includes a contingency sum to allow for any unforeseen expense. Of course, like with any construction project, the final cost may vary depending on a variety of issues.</p> <p data-bbox="1124 616 2000 770">The design of the development proposal has undergone a thorough revision both internally (LBH Capital Delivery and its consultants) and externally (the planning process, with all the statutory consultees associated with this).</p> <p data-bbox="1124 815 2007 970">The building has been designed with the specific wellbeing of SEMH children in mind and adapted to the specific site constraints. The details of the reasons for ample rooflights are detailed within the Design and Access statement.</p> <p data-bbox="1124 1015 2018 1249">The architectural development proposal was granted planning permission (Ref P1150.22) subject to No16 conditions on the 06.04.2023. The planning process included a validation review, a review by planners, multiple reviews by the statutory consultees and a public consultation process, which in this case was extended upon request.</p> <p data-bbox="1124 1294 1973 1369">According to conditions 2 and 3 appended to the Decision Notice, the building has to be constructed as detailed in the</p>

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The Decision

The proposal to establish an SEND unit at Suttons Primary School to provide 12 places for pupils with Social, Emotional and Mental Health needs is hereby;

Approved without modification Approved with Modification Rejected

Reason for decision

The local authority has legal duties to identify and assess the special educational needs of children and young people for whom they are responsible for and also has a statutory duty to ensure that there are sufficient school places available for all children resident in Havering who require one.

The establishment of the SEND unit will ensure that school aged children with special educational needs are able to secure a place in a local school and have their needs met in the most inclusive environment possible, whilst being supported in a specialist provision to help them achieve the best possible educational and other outcomes.

Details of decision maker

Signed: RP Morgan

Name: CUR RAY MORCON

Title: Leader of the Council

Date: 29th June 2023