

## **Proposed changes to the age-range and admission number of Orleans Infant School**

Notice is given in accordance with section 19(1) of the Education and Inspections Act 2006 that the London Borough of Richmond upon Thames, on behalf of the Governors of Orleans Infant School, intends to make a prescribed alteration to Orleans Infant School, Hartington Road, Twickenham, TW1 3EN, from 1 September 2012.

It is proposed that with effect from the 2012/2013 school year intake, the school should be expanded in age-range up to age 11 and the admission number of the school should be permanently reduced to 60.

The current permanent capacity of the school is 270 and the proposed capacity will be 420 (plus 52 part-time nursery places). The current number of pupils registered at the school (as at January 2011) is 320 (plus 51 in the attached maintained nursery). The current admission number for the school is 90 and the proposed admission number will be 60.

This Notice is an extract from the complete proposal. Copies of the complete proposal can be obtained from: Matthew Paul, Head of School Commissioning, London Borough of Richmond upon Thames, Civic Centre, York Street, Twickenham, TW1 3BZ; or from [www.richmond.gov.uk](http://www.richmond.gov.uk).

Within four weeks from the date of publication of these proposals, no later than Friday 16 December 2011, any person may object to or make comments on the proposal by sending them to:

Matthew Paul, Head of School Commissioning, London Borough of Richmond upon Thames, Civic Centre, York Street, Twickenham, TW1 3BZ; or [m.paul@richmond.gov.uk](mailto:m.paul@richmond.gov.uk).

Signed: 

Publication Date: 18 November 2011.

## PROPOSALS FOR PRESCRIBED ALTERATIONS OTHER THAN FOUNDATION PROPOSALS

### **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.

N/A

### **In respect of an LA Proposal: School and local authority details**

1. The name, address and category of the school and a contact address for the local authority who are publishing the proposals.

Orleans Infant School, Hartington Road, Twickenham, TW1 3EN.

London Borough of Richmond upon Thames, Civic Centre, York Street,  
Twickenham, TW1 3BZ.

### **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.

On 1 September 2012 the school's admission number at Reception will decrease from 90 to 60 and the school will admit a Year 3 cohort of 60 pupils. In 2013/2014, the school will have 60 children in Reception and Year 1; 120 children in Year 2; and 60 children in Years 3 and Year 4. In 2014/2015, the school will have 60 children in Reception and Years 1 to 5 inclusive. In 2015/2016, the school will have 60 children in all year-groups, i.e. Reception and Years 1 to 6 inclusive.

### **Objections and comments**

3. A statement explaining the procedure for making representations, including—
- (a) the date 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.

Objections and/or comments should be sent by no later than Friday 16 December 2011 to: Matthew Paul, Head of School Commissioning, London Borough of

Richmond upon Thames, Civic Centre, York Street, Twickenham, TW1 3BZ;  
[m.paul@richmond.gov.uk](mailto:m.paul@richmond.gov.uk).

### 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 from the 2012/2013 reception class intake, the school should be decreased in size from three-form to two-form entry, i.e. its published admission number should be decreased from 90 to 60; and its age-range be extended from 3-7 to 3-11.

(Please note that this proposal is linked to a similar proposal to convert Orleans's linked junior school, St Stephen's, from a three-form entry junior school to a two-form entry primary.)

### 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 or paragraphs 1-4, 7, 8, 18, 19 and 21 of Schedule 4 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007, 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 permanent capacity of the school is 270; and the proposed capacity, by 2015/2016 when each year-group will have an admission number of 60, will be 420.

- (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;

The current published admission number of the school is 90 in each year-group. On 1 September 2012 the school's admission number at Reception will decrease from 90 to 60 and the school will admit a Year 3 cohort of 60 pupils.

- (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;

On 1 September 2012 the school's admission number at Reception will decrease from 90 to 60 and the school will admit a Year 3 cohort of 60 pupils. In 2013/2014, the school will have 60 children in Reception and Year 1; 120 children in Year 2; and 60 children in Years 3 and Year 4. In 2014/2015, the school will have 60 children in Reception and Years 1 to 5 inclusive. In 2015/2016, the school will have

60 children in all year-groups, i.e. Reception and Years 1 to 6 inclusive.

(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.

The admission number is currently 90 and the school is over that number in all year-groups because of the need to accommodate additional pupils due to increased demand for places in the local area.

(2) Where the alteration is an alteration falling within any of paragraphs 1, 2, 9, 12 and 13 to 4, and 7 and 8 of Schedule 2 or paragraphs 1, 2, 8, 18 and 19 of Schedule 4 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 a statement of the number of pupils at the school at the time of the publication of the proposals.

As at January 2011, there were 320 pupils on roll. There were also 51 children in the attached maintained nursery.

**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 will be implemented by the Local Authority.

**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.

(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.

N/A.

## 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 7 or 14 of Schedule 2 or 4 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 —

- (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;

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 7 or 14 of Schedule 2 or 4 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 —

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

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;

N/A.

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

N/A.

## Objectives

### 10. The objectives of the proposals.

The expansion of the school to become an all-through primary will partially meet the need for additional school places in the St Margarets and North Twickenham, and Twickenham Riverside, planning areas (coterminous with the electoral wards). The Authority's reception class forecasts indicate that there will be a consistent shortfall of up to 50 places per year in these areas from 2012/2013 onwards.

Without the additional places that this proposal – and the related proposal for St Stephen's – will provide, the Authority would be reliant upon a strategy of providing *temporary* additional places, which is considered to be a less than ideal solution compared with permanent expansion, given that the shortfall of places is predicted to continue for the next decade unless additional places are made available. It would also represent poor value for money compared with permanent expansion,

which enables the school's facilities to be enlarged proportionately in a way that temporary expansion does not.

The school has sufficient space for conversion into an all-through primary school and is popular and successful. Conversion will give the school a larger budget, which will enable the school to have a broader curriculum, with a greater variety of teaching expertise and specialisms.

## 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) A meeting was held in Clarendon Hall, Twickenham, on 8 November 2011 for parents of current and future pupils and for local residents.
- (b) Views expressed at the meetings on 28 January 2009, 2 July 2009, 20 April 2010 and 8 November 2011 are contained within the minutes of those meetings, which are appended to this document.
- (c) Responses to the consultation are contained within a summary appended to this document.
- (d) All statutory requirements have been complied with in respect of this proposal.
- (e) See (a). The proposed expansion was listed as a favoured option, albeit within a different form, within the Local Authority's [Primary Strategy for Change](#).

## 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.

All costs will be met by the Local Authority. The total capital costs are currently estimated at £2m, broken down as follows:

All costs will be met by the Local Authority. The total capital costs are currently estimated at £2m, broken down as follows:

	£
Construction	1,700,000
Fees / surveys	210,000
Other*	90,000

Total	2,000,000
* Furnishings, fitting and equipment, and ICT.	

**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).

The costs will be borne from a variety of sources, including DfE Primary Capital Programme and Section 106 receipts.

**Age range**

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

The current age-range is 4 to 7.

**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;

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. (1) 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—

- (a) improve the educational or training achievements;
- (b) increase participation in education or training; and
- (c) expand the range of educational or training opportunities for 16-19 year olds in the area.

N/A.

(2) Where the proposals are to alter the upper age limit of the school so that the school will provide sixth form education, 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;

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;

N/A.

- (d) a statement as to how the authority believe 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;

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;

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 attached maintained nursery will be unaffected by the proposal.

The on-site after-school club ('Cupcakes'), will be temporarily relocated, on a shared basis, into the hall extension during the building works, and will thereafter be permanently located, again on a shared basis, in the proposed second hall.

### **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 expansion of the school to become an all-through primary will partially meet the need for additional school places in the St Margarets and North Twickenham, and Twickenham Riverside, planning areas (coterminous with the electoral wards). The Authority's reception class forecasts indicate that there will be a consistent shortfall of up to 50 places per year in these areas from 2012/2013 onwards.

Without the additional places that this proposal – and the related proposal for St Stephen’s – will provide, the Authority would be reliant upon a strategy of providing *temporary* additional places, which is considered to be a less than ideal solution compared with permanent expansion, given that the shortfall of places is predicted to continue for the next decade unless additional places are made available. It would also represent poor value for money compared with permanent expansion, which enables the school’s facilities to be enlarged proportionately in a way that temporary expansion does not.

The school has sufficient space for conversion into an all-through primary school and is popular and successful. Conversion will give the school a larger budget, which will enable the school to have a broader curriculum, with a greater variety of teaching expertise and specialisms.

Demand for places at the school has been high for many years, as shown in this table:

Year	Applications	First preferences
2005/2006	110	N/A
2006/2007	169	83
2007/2008	200	111
2008/2009	217	133
2009/2010	231	129
2010/2011	241	114
2011/2012	376	125

- (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;

N/A.

- (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.

N/A.

**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;

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) paragraphs 1 and 2 of Part 1 to Schedule 2 and paragraphs 12 and 13 of Part 2 to Schedule 2; ;

(b) (for proposals published by the LA) paragraphs 1 and 2 of Part 1 to Schedule 4 of the Prescribed Alteration regulations.

(3) Whilst not required by regulations to provide this information for any LA proposals to expand a voluntary or foundation school, it is desirable to provide this below.

Presumption should apply: the [Ofsted report](#) in May 2011 graded the school as 'outstanding', with 'outstanding capacity for sustained improvement'. The high levels of oversubscription referred to in 24 (above) demonstrate that the school is very popular with local parents.

## **Orleans Infant and Nursery School; St Stephen's C of E Junior School**

Parent consultation meeting

Tuesday 8th November 2011; Clarendon Hall, York House, Twickenham

No. in attendance 85, comprising:

- Jane Evans (JE), Headteacher, and Clare Taylor (CT), Chair of Governors, Orleans Infant and Nursery School;
- Liz Stubbs (LS), Headteacher, and Jeremy Booker (JB), Vice-chairman of Governors, St Stephen's C of E Junior School;
- Cllr Paul Hodgins (PH), Cabinet Member for Schools;
- Matthew Paul (MP), Head of School Commissioning LBRuT;
- Darren Jacob (DJ), Consultant Project Manager for LBRuT;
- Neil Plummer (NP) Project Manager, LBRuT;
- Ward Councillors;
- Staff and Governors from both schools;
- Parents of children in both schools;
- Other local parents.

~~~~~

CT welcomed all to the meeting, outlined the format for the evening and gave some introductory context:

- The pressure for primary places in the St Margaret's and East Twickenham area is a long standing issue.
- Orleans Infant has had a bulge class in four of the last five years; and St Mary's has had them twice in the last three years.
- Governing bodies from both Orleans and St Stephen's have worked closely with the LA and, in the case of St Stephens, the London Diocesan Board for Schools, and all have agreed in principle to the proposals.
- This meeting is part of the consultation phase, for the LA to gather views.
- Consultation on the building plans will be held at a later date.

JB introduced himself and gave apologies from the Chair of Governors at St Stephen's, who was unable to attend due to personal commitments abroad. He then gave the views of the St Stephen's governors:

- St Stephens has been asked to consider different expansion proposals for the past 10-15 years.
- They have weighed concerns regarding the possible division of the local community, the constraints of the site and the possibility that the proposal would shift catchments northwards, away from east Twickenham.
- The need to expand provision is an LA objective.
- St Stephen's is a fantastic school that could offer quality education from Reception to Year 6.

- Governors would like reassurance that there is sufficient money to finance the proposals adequately.

CT outlined the perspective of Orleans Infant's governors:

- Orleans Infant is very positive about expansion as this provides a degree of certainty and the benefits of an all-through primary school.
- Governors are aware of parents' concerns about the school moving from infant to primary.
- Governors want to ensure outstanding junior provision from the start, so they have already been looking at curriculum provision and wider aspects of primary education.
- There is a meeting for Year 2 parents on 29<sup>th</sup> November to present the school's vision for Year 3 and beyond.
- Governors are aware of parents' concerns regarding the potential split of year groups – a meeting has been held with current Year 2 parents, and meetings would be held with Year 1 and Reception parents at the appropriate times.
- Governors are excited about the building plans for a two-form entry primary.
- On November 14<sup>th</sup>, between 2.30-8.00pm, plans will be available in the school for all to see.
- The school would continue to work very closely with St Stephen's.

PH gave his views:

- Thanks to all for attending.
- There is high demand for school places across the borough, and the proposals being consulted upon would be part of a long-term solution to the problem of securing enough places in the local area.
- Thanks to the schools for their work to resolving this longstanding issue in the area.
- Any transition plans have issues, but he is keen to hear comments and discuss any concerns.
- The Borough was committed to ensuring that the necessary finance for this expansion proposal were made available.

MP gave a presentation outlining the proposals including the following points:

- Having bulge classes year after year would not be a possibility, as neither governing body would be likely to allow that to happen and St Stephen's does not have the space to accommodate them.
- There are two closely-linked but distinct proposals for consideration.
- The proposals would create a seventh (including the three at St Mary's) Reception class in the area, but, crucially, would also provide a third geographical entry-point so that the distribution of local children across the schools would be more even, rather than 'bottle-necked' at Orleans and St Mary's only.

- Local birth rates and take-up rates from birth (i.e. the numbers of children born in the area who enter state-maintained schools four years later), and application numbers for both schools, have risen considerably in recent years.
- Parents would only have to apply once for their children's admission in the primary phase, and children would not have to change schools at the end of Year 2.
- There were several advantages to the schools of being all-through primaries: larger budgets, which allowed wider curriculum offers; and the likelihood of increased attractiveness in terms of recruitment of staff, more opportunities of sharing of staff expertise and for staff development.
- The alternative – of making the schools four-form entry infant and junior schools – would not create a third Reception entry-point in the area and in any case St Stephen's did not have the space to accommodate 16 classrooms.
- The other alternative – of doing nothing – would mean that some local children would not be placed in local schools and would have to travel a long way out of the area for their schooling.
- The statutory proposals would be published on 18<sup>th</sup> November and parents would have until 16<sup>th</sup> December to respond. The Council's Cabinet would then consider the responses at its meeting on 26<sup>th</sup> January 2012 and, in its role as 'local decision-maker', decide whether or not to approve the proposals.

There then followed questions from the audience:

**What about parents applying for places for September 2012?**

- MP appreciated the lack of uncertainty at this stage but encouraged parents to assume the proposals would be approved and apply accordingly.
- Parents were advised to visit both schools before making their preferences.

**In the admission process, what if I have one child elsewhere?**

- MP explained preferences would be looked at individually in accordance with the relevant oversubscription criteria.
- If the proposals were approved, more places could be offered at the point of initial allocation, giving parents more certainty earlier than in previous years.

**For St Stephen's, where would the Reception children be sited?**

- LS explained that, as a temporary measure, the Amyand House building at Strafford Road would be used to accommodate the Reception children whilst the major building works were undertaken at Winchester Road in 2012/2013 and probably in 2013/2014 too.

- St Mary's Year 2 and Year 3 classes would be accommodated in the other blocks on the site and there would be discussions between the two schools re sharing of facilities and the demarcation of the playground spaces.
- LS will be in discussion with the Headteacher of St Mary's about those issues.

**When the Reception children reach Year 1, would they move back to St Stephens's main site?**

- LS said yes, they would move back for Year 1 and subsequent years, and the 2013/2014 Reception intake would start at the Amyand Road site before also moving back for Year 1 onwards.

**Will the children have to walk between sites?**

- LS is working with the other schools to discuss logistics.
- The fantastic Year 3 buddy system at St Stephen's would be extended to lower years.
- It is hoped that, after a period of settling in, parents could drop off children once a week at the St Stephen's site where children could do assembly and then move to Amyand House for the rest of the day.
- These details are still to be finalised, but plans are being worked through with all parties concerned.
- LS is very aware of the need to make it work when parents are dropping off at more than one site.

**When will the details be available?**

- The school will publish them as soon as possible.
- All key stakeholders are being consulted.
- DJ confirmed that c. 80% of the site at Trafford Road will be used by St Marys and c.20% would be available to St Stephen's.

**Can we look round the Amyand Park Road site?**

- LS will be in discussion with the Headteacher at St Mary's on aspects of transition and visits would be available in due course.
- Liz Rhodes, Chair of Governors at St Mary's, clarified that Amyand House would be vacated by St Mary's in time for the St Stephen's Reception intake to start in September 2012.

**Are the buildings on site fit for purpose?**

- DJ explained the Trafford Road site. Amyand House is a listed building and St Mary's current Reception bulge class occupies an extension to that. The extension is brick-built, and work would be done over the summer to prepare a second classroom.

- LS reported that teachers at St Mary's were very pleased with the facilities in the extension.

**Will there be a detailed traffic and safety plan?**

- LS said plans currently in place would be reviewed and revised.
- PH gave an assurance that the Council would consider these plans carefully at the pre-Planning and Planning Committee stages.

**When will we know for definite what the outcome will be?**

- MP will publish statutory notice of proposals on Friday week, allowing a four-week consultation period from 18 November to 16 December. The Council's Cabinet will then decide on 26 January whether or not the proposals should go ahead.
- The Council's Planning Committee will decide in March whether the designs should be approved.
- Meetings are being held with planners to discuss potential issues.
- MP said that expansions are happening across the borough and previous experience shows that any potential difficulties can be overcome.

**Will the expanded schools attract children from other boroughs?**

- MP explained that analysis and past experience has shown that out-borough children lived further from St Stephen's than some roads in east Twickenham so it was unlikely that any would get places under 'distance'.

**Bulge classes have been managed before so the money is there to cope with extra children. Orleans is a school specialising in infant education. Older children have differing needs. Parents wouldn't want to lose the outside play space that the infant school needs.**

- CT stated that Orleans has managed the bulge classes very well, as the staff had been flexible but they have been stretched.
- There will be a fourth Reception class starting at the school from January 2012.
- The school provides an outstanding education *despite* the bulges, not *because* of them.
- The school would be stretched to find more space to keep accepting bulge classes.
- JE agreed that the needs of older children are different, but felt that the school has staff expertise that older children also could benefit from and adaptations will be made to the site to accommodate older children's needs.
- Good planning will address the different needs.

**Could a single co-ordinated travel plan be considered for the Trafford Road site?**

- DJ agreed that co-ordination between St Mary's and St Stephen's on this would be preferable.

**If demand is growing what about the need for even more extra places in the future?**

- MP said that these proposals did not represent the whole solution.
- At present, the Council could only work with the schools that already exist in the local area.
- Other expansions may be possible, as could be free schools, but no firm plans had been proposed at this point.
- The Council is working to find long-term solutions and is very aware of the forecast demand.
- The Council had arranged for an extra 18 permanent forms of entry to be established across the borough since 2000.

**The proposals seem to be a given – is there a Plan B?**

- MP explained that the only Plan B would be to ask the schools to accommodate further bulge classes which would not be an acceptable solution.

**Is Cabinet guaranteed to approve the funding?**

- PH explained that Cabinet is committed but that a formal approval process has to be followed.
- However, the proposals have been budgeted for within the Council's capital expenditure plans.

**Does this mean architectural designs are already approved?**

- JB explained that preliminary feasibility sketches had been prepared but that a full scheme needed to be drawn up and firm costings obtained.
- St Stephen's would expect the Council to commit to the funding for the designs.

**If the admission policy remains as it is, does it mean that those in Twickenham Riverside ward would be further away from the new Reception entry point and were therefore unlikely to get places at St Stephen's while Orleans's Reception intake would be halved.**

- MP drew attention to the fact that the admission policies for 2012 for the two schools had already been published.
- The 2013 policy for community schools would go out to consultation soon and he welcomed comments.
- The alternative to using 'distance' - having fixed catchment areas - would be fraught with much more difficulty than the current policy.

- LS confirmed St Stephen's will use their current published criteria for 2012 entry.

**Are there plans to increase the size of Orleans Park?**

- There are no plans to increase the admission number but the Council will be consulting upon adding a sixth form to each of the current non-academy secondary schools.
- If the school moves to academy status, it could, as its own admissions authority, expand without obtaining the Council's approval; however, there are no plans for that to happen.

**Would the newly expanded Orleans Infant get a link to Orleans Park School?**

- MP stated that under the current process it would, by virtue of being in the same electoral ward as Orleans Park.
- However, there is a consultation about to be published on removing the link school policy.
- If approved, the main criterion for allocating places at Grey Court, Orleans Park and Teddington would be 'home to school distance'.
- The modelling undertaken indicated that this proposed change would result in a net gain of places for in-borough residents, particularly for places at Orleans Park.

**If the proposals go ahead, will parents be able to choose which school their children go to?**

- MP explained that places would still be allocated in accordance with admission arrangements, with 'distance' as the key criterion.

**In the past St Stephen's governors rejected a proposal to convert to two-form entry primary – are funds now available?**

- LS explained that she recommended to governors that the last proposals should be rejected on the basis that there was insufficient funding available to deliver required facilities.
- The school would not accept any scheme that failed to provide facilities to allow an outstanding standard of education for the children at the school, but understood that enough money was now available.

**I live in Arlington Road; where can I get a Reception place since it is likely I live beyond the catchment of my closest primary school?**

- Under the admission criteria for all the local schools 'distance' is used to determine most of the non-sibling places. It is the case for most schools in the borough that high levels of oversubscription mean that some children have to attend schools further from home than their closest school.

**I am still in a position where I may not get a place.**

- MP explained that it was difficult to model the precise effects of the proposals as there were no previous patterns of application for Reception at St Stephen's; however, it was felt that having three separate Reception entry-points in the area would make the overall distribution of places better and fairer than at present.

**What is the process after the initial allocations of places?**

- MP explained that parents had two weeks to let the Council's Admissions Team know whether they were accepting or declining the offers they had received, and that some parents reject the places due to separate applications they have made for private schools or because they have decided to move out of the area.
- Those places are then re-offered for other children from the waiting-lists.

**Please clarify the sibling rules for Year 3 and Reception in 2012.**

- Each process has an effect on the other, so one has to be run first.
- It has been decided that the Year 3 allocations would be run (in the 'test' system) first and the effects of those would be taken into account when running the Reception allocations, so that the 'sibling' criteria for both schools can be implemented.
- Parents would be advised in April of the outcomes of applications for both year-groups.

**Would a child in Year 2 count to keep siblings in St Stephen's?**

- Yes.

**St Stephen's is a church school, so would non-church-goers be penalised?**

- LS explained the church attendance criterion was low down in the school's 2011/2012 admission criteria, which were configured to ensure a smooth transition from its linked infant school. The church attendance criterion rarely, if ever, came into play.
- The school's admissions policy for 2012/2013 had been settled prior to the consultation on the proposed conversion.

**What planning is happening to cope with the number of children who will need places at secondary schools?**

- MP explained that a report would be going to the Education and Children's Overview and Scrutiny committee on the forecasts of secondary places.

- Developments are possible, e.g. re the Clifden Road site, free schools, etc.
- Some schools may be able to expand.
- However there are 200 spare places in the borough at present, so no new community provision is required in the short-term, but the Council is not complacent and is monitoring demand very closely.
- PH explained the investment in the academies.

**Some parents choose schools based on their link to the secondary schools, so would changing the link school policy make these three local schools less attractive?**

- MP said that most parents make a preference for a primary school based on which offers the best education for their child.
- CT explained the schools were trying very hard to keep the schools excellent.
- PH suggested parents should be aware of the consultation on the link school policy and welcomed comments.

**Do we not just need a new primary school to cope with demand?**

- MP agreed the benefits of certainty of places was required, and agreed that, if a site and funds were available, a new school would be ideal, but the lack of a suitable site in the area was an issue.
- Ryde House had been considered but was now under offer to private developers.
- Ideas on potential sites were welcomed.

**All three schools are located very closely together, so could we use the space and work together, such as use the outside space on one site and the hall in another?**

- DJ explained there were no plans to merge all three local schools and that they are separate entities, but that ideas for workable solutions were welcomed.

**Could Amyand House be used for a separate school once the St Stephen's Reception classes had vacated it?**

- DJ said that the building would not be big enough to be used as a whole school.
- Amyand House has listed status.

**Can the Council not stop housing developments that add to the pressure on places?**

- PH explained that the Council does all it can but it has conflicting priorities such as the need to provide housing.
- Housing developers have to contribute Section 106 funding for extra school places and the money is helpful, but it is never enough to cover the full cost of adding an extra form of entry.
- Cllr Scott Naylor stated that the Council had considered the Ryde House site for a school, however it was a privately-owned site and was to remain in its current ownership.

**Will prospective parents be invited to meetings at St Stephen's?**

- LS says open meetings would be arranged as soon as details have been agreed.

**Are teachers qualified and do they have recent experience teaching all year groups?**

- LS explained that teachers at St Stephen's were qualified to teach from Reception to Year 6 and some had recent experience of Early Years.
- The school would seek to appoint a leadership post for someone to lead the Early Years and Foundation Stage Team and would ensure a smooth transition across Key Stage 1. Both LS and her Deputy had been headteachers at all-through primary schools.
- JE said the teachers at Orleans were qualified and many had recent KS2 experience.
- Both headteachers agreed teachers were looking forward to the challenge of working in an all-through primary school.

**Please explain the reason for conversion and not just expansion.**

- CT explained the number of classes required for the conversion to two-form entry primary schools – only 14 at St Stephen's compared with 16 needed for expansion to four-form entry junior.
- MP said that the St Stephen's site is not large enough to accommodate 16 classrooms, and that expansion would not provide the third geographical entry-point that conversion would.

**Are you building on playgrounds?**

- LS explained that St Stephen's would need to build on an area between the main school and the hall.
- LS explained the need to use the playground in a creative way; the school would avoid encroaching on its limited play space as much as possible.
- CT said that Orleans has a restricted site but would endeavour to keep as much outside space as possible, and that the school is pleased with what has been achieved.

- JB noted that the plans did not include any expansion of the St Stephen's site. The Governing Body would very much like to expand the school site to take in all or part of the Brook Road allotments but the Council were not offering that possibility. PH said that could cause a conflict of priorities.

**How are the Headteachers, Senior Leaders and governors balancing the work involved in this planning and that of the education of the children currently at the school?**

- All agreed that the current children are the main priority at all times.
- PH acknowledged and appreciated the hard work and extra effort being put into the process by all concerned.

CT thanked all those present for their time and the meeting was drawn to a close at 8.45 pm