

To: Key stakeholders in the locality of Worthing, including parents, pupils, staff and governors

From: Peter Proudley, Principal Manager, Capital Planning and Projects

Date: 12<sup>th</sup> March 2012

Re: **Public Consultation – Proposed Expansion of Elm Grove First School**

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The County Council has been closely monitoring the number of children in schools in the Worthing locality and in particular at Elm Grove First School to make sure the schools can meet the demand for places. We have evidence that the number of children who will need a primary school place in the Worthing area is increasing. As a result we wish to expand the school and would like to collect your views to ensure that this is the best way forward to serve the needs of the community.

### **Pupil Numbers**

In autumn 2011 the County Council received new information from the Child Health Bureau about the number of pre-school children who are living in the catchment.

<b>Year</b>	<b>2009</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
<b>Pre-school children in the catchment eligible for a school place per year</b>	90	109	111	97	94

### **School Buildings and Capacity**

Elm Grove First School is a two form entry school with a Published Admission Number (PAN) and intake of 60. Our proposal is to expand to become a two and a half form entry school with a PAN and intake of 75. The school building will need to be extended with the construction of two additional classbases, to accommodate the increase from 60 to 75 pupils per year, therefore offering 300 places in total across the school. The Headteacher and Governors support the proposed increase which they feel will give opportunities for teachers and pupils to benefit from enhanced facilities. It is the intention for the building project to commence in the summer 2012 and be completed by summer 2013.

### **Statutory Notices**

Incremental changes to a school require public consultation where the increase is more than 30 places and more than 25% of the school capacity within 5 years. It is a two stage process, initially a public consultation takes place over 4 weeks and then the Cabinet Member for Education and Schools will decide whether to publish statutory notices in local newspapers and objections can be raised over a further 4 weeks. This letter initiates the first phase of consultation.

We expect the final decision by the Cabinet Member for Education and Schools, Peter Griffiths, to be taken early in June 2012.

**Planning concerns**

Site restrictions are carefully considered as part of the design of any new build at a school. West Sussex County Council has a large amount of experience of construction projects and the health and safety of the children is paramount when any build takes place. However concerns about planning and transport can be raised as part of the planning process which is subject to a separate consultation.

**How to find out more and make your views known**

- The office of Elm Grove First School;
- Return the attached form to Tracey Dunn, School Organisation and Development Officer, Capital and Asset Management Unit, West Sussex County Council, The Tannery, Westgate, Chichester, West Sussex, PO19 3RJ
- Email your comments to tracey.dunn@westsussex.gov.uk

The first consultation will run for 4 weeks. The consultation will end on 23<sup>rd</sup> April 2012

Please contact us on 01243 752361 if you, or someone you know, would like a copy of this document in another language, in braille, large print, on audio or computer disc. Please attach further sheets as required.

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**Elm Grove First School Response Form** (Please attach further sheets as required).

Please tick whether you are:

- In support of the proposed expansion to two and a half form entry
- Object to the proposed expansion to two and a half form entry
- Neither support nor object to the proposed expansion to two and a half form entry

Please tick whether you are:

- Parent  Staff  Pupil  Governor
- Other (please provide further information) \_\_\_\_\_

Comments:

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