



LEAD MEMBER FOR EDUCATION AND INCLUSION, SPECIAL EDUCATIONAL NEEDS AND DISABILITY

MONDAY, 4 NOVEMBER 2019

10.00 AM, CC1, COUNTY HALL, LEWES

DECISIONS to be made by the Lead Member for Education and Inclusion, Special Educational Needs and Disability, Councillor Bob Standley

A G E N D A

- 1 Decisions made by the Lead Cabinet Member on 7 October 2019 (*Pages 3 - 4*)
- 2 Disclosures of interests
Disclosure by all Members present of personal interests in matters on the Agenda, the nature of any interest and whether the Member regards the interest as prejudicial under the terms of the Code of Conduct
- 3 Urgent items
Notification of items which the Lead Member considers to be urgent and propose to take at the end of the appropriate part of the Agenda
- 4 Admission arrangements 2021/22 - approval to consult (*Pages 5 - 28*)
- 5 Proposed SEN (Special Educational Needs) facilities at Priory School and Robertsbridge Community College (*Pages 29 - 38*)
- 6 SEN (Special Educational Needs) facility at Peacehaven Heights Primary School (*Pages 39 - 40*)
- 7 Any urgent items previously notified under agenda item 3

PHILIP BAKER
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25 October 2019

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LEAD MEMBER FOR EDUCATION AND INCLUSION, SPECIAL EDUCATIONAL NEEDS AND DISABILITY

DECISIONS made by the Lead Member for Education and Inclusion, Special Educational Needs and Disability, Councillor Bob Standley, on 7 October 2019 in the Committee Room, County Hall, Lewes

Councillor Field spoke on items 4, 5 and 6 (minute 14, 15 and 16)

Councillor Shuttleworth spoke on item 5 (minute 15)

Councillor Webb spoke on item 4 (minute 14)

11 DECISIONS MADE BY THE LEAD CABINET MEMBER ON 24 JUNE 2019

11.1 The Lead Member approved as a correct record the minutes of the meeting held on 24 June 2019.

12 DISCLOSURES OF INTERESTS

12.1 Councillor Field declared a personal non prejudicial interest in item 4 as the Chair of Battle Pre School.

13 REPORTS

13.1 Copies of the reports referred to below are included in the minute book

14 EAST SUSSEX CHILDCARE SUFFICIENCY ASSESSMENT FOR 2019/20

14.1 The Lead Member considered a report by the Director of Children's Services regarding the publication of the latest update to the East Sussex Childcare Sufficiency Assessment for 2019/20.

14.2 The Lead Member RESOLVED to approve the publication of the East Sussex Childcare Sufficiency Assessment for 2019/20.

Reason

14.3 The Council has a statutory duty to ensure that there are sufficient early education and childcare places to meet present and future demand across the county. The updated Childcare Sufficiency Assessment for the period 2019/2020 clearly sets out the projected demand for places in the future and where the Council thinks it will need to support the sector to provide additional places in the right locations to meet parental demand.

15 EDUCATION COMMISSIONING PLAN 2019-2023

15.1 The Lead Member considered a report by the Director of Children's Services regarding the Education Commissioning Plan 2019 – 2023.

15.2 The Lead Member RESOLVED to:

- 1) approve the publication of the Education Commissioning Plan 2019 – 23 and;
- 2) agree to the plan being re-branded the 'School Organisation Plan' prior to its publication

Reason

15.3 The Council has a statutory duty to ensure there are sufficient school places to meet present and future demand across the county. The updated plan for the period 2019-2023 clearly sets out the projected demand for places in the future and where we think we will need to commission additional places or reorganise existing provision to maintain a sustainable network of schools with the right number of places in the right locations to serve local need.

16 SCHOOL AGE RANGE CHANGE - STONEGATE CHURCH OF ENGLAND PRIMARY SCHOOL

16.1 The Lead Member considered a report by the Director of Children's Services regarding a school age range change at Stonegate Church of England Primary School.

16.2 The Lead Member RESOLVED to:

1) authorise the publication of statutory notices in respect of a proposal to lower the age range at Stonegate Church of England Primary School from 4-11 to 2-11 to take effect on 1 September 2020; and

2) delegate authority to the Director of Children's Services to amend the proposals prior to their publication if required

Reason

16.3 The proposal to lower the age range at Stonegate Church of England Primary school will help to build on work already done by the school, ensuring a fully integrated Early Years Foundation Stage to help secure good outcomes for all children.

Committee:	Lead Member for Education and Inclusion, Special Educational Needs and Disability
Date:	4 November 2019
Title of Report:	Admission arrangements for the 2021/22 school year
By:	Director of Children's Services
Purpose of Report:	To approve the annual statutory consultation exercise for the school admission arrangements for 2021/22

RECOMMENDATION:

The Lead Member is recommended to:

Agree to consult on the proposed admission arrangements for the 2021/22 school year, including:

- 1) The proposed admission priorities and community areas;**
 - 2) The proposed admissions numbers; and**
 - 3) The proposed co-ordinated admissions schemes with changes as detailed in Appendix 4**
 - 4) That the proposed changes to the schemes set out in appendix 4 also be adopted in respect of in-year admissions**
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1. Background Information

1.1 The School Admissions Code 2014 states that admissions authorities must determine their admissions arrangements annually. However, provided the relevant admissions authority is not proposing any changes to their admissions arrangements, there is a duty to consult every seven years.

1.2 As part of the consultation process, and in accordance with current statutory requirements, consultation will include parents, schools, the relevant Dioceses and neighbouring local authorities and notification of proposed arrangements will be posted on the Council's website.

2. Supporting Information

2.1 The Lead Member is advised that it is proposed to make no changes to the admission priorities, but two changes to the community areas from 2021/22.

3. The proposed changes

3.1 Appendix 2 shows the proposed admissions numbers for community and voluntary controlled schools for the 2021/22 school year. For ease of reference, the proposed admission numbers for own admission authority schools (as far as they are known to East Sussex County Council) are included in italics. The Lead Member is asked to note that this is for information only and subject to change.

3.2 Attention is drawn to the proposal to increase the PAN of Willingdon Community School from 200 to 240.

3.3 Appendix 3 outlines the co-ordinated admission schemes for the 'normal' years of entry, i.e. reception classes, transfer between infant to junior schools and on transfer between primary and secondary school.

3.4 Proposed change to the community areas for Heathfield and Chailey: It is proposed to consult on expanding the Heathfield primary schools community area to encompass the area currently served by Broad Oak Community Primary School (Broad Oak). The reason for this is that there is a proposal to close Broad Oak with effect from 31 August 2020. To ensure that the children living in this area can access a local school if the decision is reached to close Broad Oak, it is proposed to consult on expanding the area for Heathfield primary schools to include the Broad Oak area. The affected areas are shown in Appendix 5.

3.5 It is further proposed to consult on expanding the community area for Chailey St Peter's CE Primary School (Chailey St Peter's) to encompass the area currently served by Fletching CE Primary School (Fletching). This is because there is a proposal to close Fletching with effect from 31 August 2020. To ensure that children living in this area can access a local school if the decision is reached to close Fletching, it is proposed to consult on expanding the area for Chailey St Peter's to include the Fletching area. The affected areas are shown in Appendix 4.

4. Conclusion and Reasons for Recommendations

4.1 It is recommended that the Lead Member agrees to consult on the proposed arrangements as set out in the School Admissions Code 2014.

4.2 It is further recommended that the Lead Member agrees to consult on changing the community areas set out above with effect from September 2021. Determination of these changes would take account of decisions relating to the closure proposals.

4.3 The County Council is not proposing any further changes to the admission arrangements for 2021/22 admissions.

4.4 The County Council is required by law to carry out consultation on admissions arrangements every seven years or sooner if any changes to those arrangements for the schools where the local authority is the admissions authority. The Lead Member is recommended to agree to consult on the attached admissions arrangements for 2021/22 with the proposed changes outlined in section 3 above.

4.5 The results of the consultation will be reported back to the Lead Member after the consultation period closes in January 2020 with recommendations for amendments as necessary resulting from comments received. Final admission arrangements will be determined by 15 March 2020, and subsequently published in line with statutory deadlines.

STUART GALLIMORE

Director of Children's Services

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LOCAL MEMBERS

All

APPENDICES:

Appendix 1 – Proposed Admissions criteria

Appendix 2 - Admission numbers

Appendix 3 - Co-ordination Admission Schemes – normal year of entry

Appendix 4 – Map showing the proposed alterations with respect to the Chailey St Peter's/Fletching area

Appendix 5- Map showing the proposed alterations with respect to the Heathfield/Broad Oak area.

BACKGROUND DOCUMENTS

- School Standards and Framework Act 1998
- The School Admissions (Co-ordination of Admission Arrangements) (England) Regulations 2012
- The School Admissions (Admission Arrangements) (England) Regulations 2014
- The School Information (England) Regulations 2012
- School Admissions Code 2014

Appendix 1

Proposed Admissions criteria for community and voluntary controlled schools in East Sussex

- 1. Looked after children and children who were looked after, but ceased to be so because they were adopted (or subject to residence orders or special guardianship orders) immediately following being looked after.**
- 2. Children who will have a brother or sister at the school (or linked infant or junior school) at the time of admission and who live at the same address, within the pre-defined community area***

The definitions of 'sibling' and community areas are as shown in the admission booklet 'apply for a school 2021-22'

- 3. Children wishing to transfer between a linked infant and junior school (as per schools listed in the admission booklet).**
- 4. Other children living within a pre-defined community area**

Each home address within the county falls within a community area although living within the community area does not guarantee a place. Maps of the community areas are shown in the admission booklet 'apply for a school 2021-22'.

- 5. Children who will have a brother or sister at the school (or linked infant or junior school) at the time of admission who live at the same address, outside the pre-defined community area.***

The definition of sibling is as shown in the admission booklet 'apply for a school 2021-22'

- 6. Other children living outside the pre-defined community area.**

Tiebreaker

- In the event of oversubscription within any category, place allocation will be decided by prioritising applications on the basis of home to school distance measured in a straight line (as the crow flies). For split site schools, we will measure to the site where the child will attend for the majority of lessons at the point of entry.
- In the event that applicants cannot be prioritised using the tie-breaker above because the distance measurements are the same, the Authority will use random allocation to decide which children will be offered the remaining places. This will be done electronically using the Authority's admissions software.

**** Children who have a brother or sister who joined the school prior to 1 September 2017 and who is still on roll will be admitted under the previous criteria which gave priority to brothers and sisters regardless of whether they live in the pre-defined community area or not.***

Twins and children from multiple births (all community and voluntary controlled schools).

Where the admission of both twins or all siblings from a multiple birth would cause the school to rise above its Planned Admission Number, both twins or all of the siblings will be admitted. Where the admission of the additional child or children from multiple births to an infant class would result in the PAN rising above 30 (or multiples of 30), the additional child/children would be exceptions to the Infant Class Size legislation throughout the infant phase or until the number in the year group reduced to the PAN.

Appendix 2

Admission numbers

The tables below show the schools the proposed planned admission numbers (PANs) for secondary schools where the County Council is the admission authority. (Proposed changes shown in bold). Establishments listed in *italics* are their own admission authorities, and their admission numbers are included for reference only, and may be subject to change.

The Lead Member is advised that schools which are their own admission authority are able to increase their PAN or admit over PAN without consultation, although they do have to notify the Council of their intention to do so in order to enable the co-ordinated scheme to apply effectively.

1. Eastbourne area

School	Admission number 2021/22
The Causeway	189
<i>The Cavendish School (Academy)</i>	120
<i>The Eastbourne Academy</i>	180
<i>Gildredge House</i>	84
<i>Ratton School Academy Trust</i>	243
<i>St Catherine's College (Academy)</i>	216
Willingdon Community School	240 (from 200)

2. Hastings/St Leonards area

School	Admission number 2021/22
<i>Ark Alexandra Academy*</i>	360
<i>The Hastings Academy</i>	180
<i>The St Leonards Academy</i>	300
*The Lead Member is advised that Ark Schools has brought together its two secondary academies (Ark Helenswood and Ark William Parker) as a co-educational academy with a planned admission number of 360 students per year group with effect from September 2019.	

3. Other areas of the County

School	Admission number 2021/22
<i>Beacon Academy</i>	250
<i>Bexhill Academy</i>	330
Chailey School	162
Claverham Community College	230
<i>Hailsham Community College Academy Trust</i>	240
Heathfield Community College	240
<i>King's Academy Ringmer</i>	150
<i>Peacehaven Community Academy</i>	180
<i>Priory School (Trust)</i>	232
Robertsbridge Community College	145

<i>Rye College</i>	150
<i>St Richard's Catholic College (VA)</i>	200
<i>Seaford Head Academy</i>	240
<i>Seahaven Academy</i>	150
Uckfield College	270
Uplands Community College	150

Primary, Junior and Infant Schools - proposed admissions numbers for the 2021/22 school year.

1. Bexhill area

School	Admission number 2021/22
All Saints Church of England Primary School	30
Chantry Community Primary School	30
<i>Glenleigh Park Primary Academy</i>	60
<i>King Offa Primary Academy</i>	60
Little Common School	90
<i>Pebsham Primary Academy</i>	30
<i>St Mary Magdalene Catholic Primary School (VA)</i>	30
<i>St Peter and St Paul CE Primary School (VA)</i>	60

2. Crowborough area

School	Admission number 2021/22
Ashdown Primary School	60
<i>Jarvis Brook Primary Academy</i>	30
<i>St John's CE Primary School (VA)</i>	30
<i>St Mary's RC Primary School (VA)</i>	30
<i>Sir Henry Fermor CE Primary Academy</i>	60

3. Eastbourne area (including Polegate and Willingdon)

School	Admission number 2021/22
Bourne Primary School	60
<i>The Cavendish School (Academy)</i>	60
<i>Gildredge House (Free school)</i>	56
<i>Heron Park Primary Academy</i>	60
<i>Langney Primary Academy</i>	60
Motcombe Infant School (for pupils aged 4-7)	120
<i>Oakwood Primary Academy</i>	60
<i>Ocklynge Junior Academy (for pupils aged 7-11)</i>	210
<i>Parkland Infant Academy (for pupils aged 4-7)</i>	60
<i>Parkland Junior Academy (for pupils aged 7-11)</i>	60

Pashley Down Infant School (for pupils aged 4-7)	90
Polegate School	90
Roselands Infant School (for pupils aged 4-7)	90
<i>Shinewater Primary Academy</i>	60
St Andrews Church of England Infant School (4-7)	90
<i>St Johns Meads Church of England Primary School (VA)</i>	30
<i>St Thomas a Becket Catholic Primary school (4-7) (VA)</i>	60
Stafford Junior School (for pupils aged 7-11)	90
<i>The Haven CE/Methodist Primary School (VA)</i>	60
Tollgate Community Junior School (for pupils aged 7-11)	90
West Rise Community Infant School (for pupils aged 4-7)	90
West Rise Junior School (for pupils aged 7-11)	90
Willingdon Primary School	60

4. Hailsham

School	Admission number 2021/22
<i>Burfield Academy</i>	30
<i>Grovelands Community School (T)</i>	90
<i>Hailsham Community College Academy</i>	60*
<i>Hawkes Farm Primary Academy</i>	60
Hellingly Community Primary School	30
<i>Phoenix Academy</i>	30
<i>White House Academy</i>	30

5. Hastings/St Leonards area

School	Admission number 2021/22
<i>All Saints Church of England Junior Academy (7-11)</i>	60
<i>Ark Blacklands Primary Academy</i>	90
<i>Ark Castledown Primary Academy</i>	60
<i>Ark Little Ridge Primary Academy</i>	60
<i>The Baird Primary Academy</i>	60
<i>Christ Church CE Primary School (VA)</i>	60
<i>Churchwood Primary Academy</i>	30
<i>Dudley Infant Academy (4-7)</i>	60
<i>Hollington Primary Academy</i>	60
<i>Ore Village Primary Academy</i>	60
<i>Robsack Wood Primary Academy</i>	60
<i>Sacred Heart Catholic Primary School (VA)</i>	30
<i>St Leonards CE Primary Academy</i>	60

<i>St Mary Star of the Sea Primary School (VA)</i>	30
<i>St Paul's Church of England Primary School (Academy)</i>	90
Sandown Primary School	60
<i>Silverdale Primary Academy</i>	90
<i>West St Leonards Primary Academy</i>	30

6. Heathfield

School	Admission number 2021/22
<i>All Saints and St Richard's CE Primary School (VA)</i>	20
Cross-In-Hand Church of England Primary School	60
Parkside Community Primary School	30

7. Lewes area

School	Admission number 2021/22
<i>St Pancras Catholic Primary School (VA)</i>	20
South Malling Church of England Primary School	30
Southover Church of England Primary School	60
Wallands Community Primary School	60
<i>Western Road Community Primary School</i>	30

8. Newhaven area

School	Admission number 2021/22
<i>Breakwater Academy</i>	30
Denton Community School	30
Harbour Primary and Nursery School	60
<i>High Cliff Academy</i>	30

9. Peacehaven/Telscombe Cliffs area

School	Admission number 2021/22
Meridian Primary School	60
Peacehaven Heights Primary School	60
Telscombe Cliffs Community Primary School	90

10. Rye area

School	Admission number 2021/22
<i>Rye Primary Academy</i>	60

11. Seaford area

School	Admission number 2021/22
<i>Annecy Catholic Primary School (A)</i>	30

Chyngton School	60
Cradle Hill Community Primary School	90
Seaford Primary School	60

12. Uckfield area

School	Admission number 2021/22
Harlands Primary School	30
<i>Holy Cross CE Primary School (VA)</i>	30
<i>Little Horsted CE Primary School (VA)</i>	15
Manor Primary School	60
Rocks Park Primary School	30
<i>St Philip's Catholic Primary School (VA)</i>	30

13. Rural Primary Schools

School	Admission number 2021/22
Alfriston School	15
Barcombe Church of England Primary School	20
Battle and Langton Church of England Primary School	60
Beckley Church of England Primary School	15
<i>Blackboys Church of England Primary School (VA)</i>	20
Bodiam Church of England Primary School	15
Bonnors Church of England Primary School	15
Brede Primary School	20
Broad Oak Community Primary School	20*
Burwash Church of England Primary School	25
Buxted Church of England Primary School	30
Catsfield Church of England Primary School	15
Chailey St Peter's Church of England Primary School	20
Chiddingly Primary School	15
Crowhurst Church of England Primary School	15
Dallington Church of England Primary School	15
Danehill Church of England Primary School	15
Ditchling (St Margaret's) Church of England Primary School	24
East Hoathly Church of England Primary School	15
Etchingham Church of England Primary School	15
Firle Church of England Primary School	15
Five Ashes Church of England Primary School	10
Fletching Church of England Primary School	15*
Forest Row Church of England Primary School	30

<i>Framfield Church of England Primary School (VA)</i>	15
Frant Church of England Primary School	15
<i>Groombridge St Thomas Church of England Primary School (VA)</i>	30
<i>Guestling-Bradshaw Church of England Primary School (VA)</i>	30
Hamsey Primary School	15
Hankham Primary School	20
Herstmonceux Church of England Primary School	30
High Hurstwood Church of England Primary School	15
Hurst Green Church of England Primary School	20
Icklesham Church of England Primary School	15
Iford and Kingston Church of England Primary School	30
Laughton Community Primary School	15
<i>Mark Cross Church of England Primary School (VA)</i>	15
Mayfield Church of England Primary School	30
Maynards Green Community Primary School	30
Netherfield Church of England Primary School	20
Newick Church of England Primary School	30
Ninfield Church of England Primary School	20
Northiam Church of England Primary School	15
Nutley Church of England Primary School	15
Park Mead Primary School	15
Peasmarsh Church of England Primary School	15
Pevensy and Westham Church of England Primary School	60
Plumpton Primary School	20
Punnetts Town Community Primary School	15
Ringmer Primary School	45
Rotherfield Primary School	30
<i>St Mark's Church of England Primary School (VA)</i>	13
<i>St Mary the Virgin Church of England Primary School (VA)</i>	15
St Michaels Church of England Primary School (Playden)	15
St Michaels Primary School (Withyham)	15
<i>St Thomas' Church of England Primary School (Winchelsea) (VA)</i>	20
Salehurst Church of England Primary School	30
Sedlescombe Church of England Primary School	30
Staplecross Methodist Primary School	15
Stone Cross School	60
Stonegate Church of England Primary School	15
Ticehurst and Flimwell CE Primary School	30
Wadhurst Church of England Primary School	45
Westfield School	30
Wivelsfield Primary School	30

*** The Lead Member is advised that it is proposed to close Broad Oak Community Primary**

School and Fletching CE Primary School with effect from 31/8/20. This is the reason for the proposal to alter the community areas for Heathfield and Chailey primary schools.

Appendix 3

Co-ordination Admission Schemes for the normal year of entry

Attached are the proposed co-ordinated schemes for primary and secondary admissions at the normal point of entry. The changes to both schemes are minimal.

Introduction

Local Authorities (LAs) are required each year to draw up a scheme for co-ordinating the normal admissions round to primary and secondary schools. The aim of the scheme is to ensure that all parents receive a single offer of a school place on the national allocation date. If the prescribed date falls on a weekend or bank holiday, offers are sent on the next working day.

The scheme proposed by the County Council will be the subject of consultation with all maintained schools in the county and neighbouring local authorities.

Secondary scheme 2021/22

Key dates

Admissions information made available	September 2020
Closing date for applications	31 October 2020
Exchange of preference data between local authorities	25 November 2020
Admission authorities in East Sussex to advise LA of ranked order	8 January 2021
Finalise allocations	7 February 2021
Allocations confirmed to secondary schools	24 February 2021
Decisions conveyed to parents by email	1 March 2021
Closing date for appeals	1 April 2021
'On time' appeals heard	April - June 2021

Applications made in the main round

1. The co-ordinated scheme is based on all preferences expressed by parents being treated equally but where more than one school can be offered, the highest possible school named by the parent will be allocated. It will be for individual admission authorities to prioritise all preferences expressed for their schools against the published admissions criteria, which they have consulted on and determined. Individual academies can agree that the Authority ranks applicants on the academy's behalf. This would be a traded service. The only valid preferences are those stated on the LA common application form which is available online or in hard copy. Other admission authorities in East Sussex must not use any other application form. A separate, supplementary information form can only be used where additional information is required to determine admission within their published criteria. This form will be obtainable from and returnable to that admission authority (voluntary aided (VA) schools). A supplementary information form on its own is not a valid application. Applicants living outside East Sussex must use the common application form that is supplied by their home local authority.
2. The process will begin with the information on admission arrangements and methods of application being made available early in September 2020.
3. The LA application form enables parents to name up to any three maintained schools stated in order of preference. The form should be completed and submitted to the LA by the closing date of 31 October 2020.
4. By 25 November 2020, East Sussex will exchange preference data with any local authority where an application has been received.

5. By 8 January 2021, East Sussex schools that are their own admissions authorities will consider their applications, apply their published admissions criteria and provide the LA with a list of those applicants ranked accordingly.
6. By 17 January 2021, other local authorities will advise East Sussex of decisions reached on applications for their schools from East Sussex residents. East Sussex will apply its published admissions criteria to those schools where it is the admissions authority and determine the outcome of each preference expressed.
7. By 7 February 2021, the LA will match the ranked lists against the parental preferences to ensure only one place is allocated per child. Qualifying late applications received up to 31 January will be included in this process.

Where a child is –

- Eligible for a place at only one school given on the application form, that school will be allocated
 - Eligible for two or three schools, a place will be allocated at the highest-ranking school
 - Not eligible for a place at any of the named schools and the child lives in East Sussex, a place will be allocated at the nearest school to the home with a space.
8. In the period 7 February to 24 February 2021, decision notifications will be prepared. The LA where the child lives will be responsible for sending these to parents.
 9. From this point on secondary schools will be able to see their allocations in SAM. Primary schools will be able to view destination schools for their year 6 leavers in SAM with effect from 1 March 2021.
 10. Monday 1 March 2021 allocation decisions will be notified to parents by email. Letters will only be sent where specifically requested, or where the application has been made on a paper form. Where a preference is not being met, the notification email will signpost parents to the East Sussex County Council website where information can be found explaining to parents how places have been allocated at their preferred school(s), and advising parents of the right of appeal.

Applications received after 31 October 2020 but by 31 January 2021

1. If an application form is received after 31 October 2020, it will still be passed to the relevant admissions authority with a note that it has been received after the closing date. It will be for the admissions authority to decide how it wishes to respond to the application. This will continue up until 31 January 2021.
2. If an application is received after 31 October 2020 but before 31 January 2021, together with proof of a change of address* since the closing date, or proof of another good reason why it was not possible for the family to apply on time, it will be treated as on time in respect of community and voluntary controlled schools. If there is no proof, or the reason is not considered valid by the LA, the application will be treated as late. There is no separate right of appeal against the decision as to whether the application is treated as on time or late.
3. Applicants whose forms are received between these dates will be sent a decision on 2 March 2021. For applications received after 1 February 2021, we will aim to send a decision letter within 20 school days.

Changes of preference

1. Parents may change their preferences at any stage up to the closing date of 31 October 2020. After 31 October 2020, we will not allow preferences to be changed without good reason. The LA will judge each case on its merits but will only usually accept a change of preference where there has been a significant change of circumstances (such as a house move*) thus making the original preferences no longer practical. Parents will be required to put their reasons for changing their preferences in writing, and in all cases, supporting evidence will be required. If

the change of preference is agreed, a decision will be sent on 2 March 2021 provided the request was received by 31 January 2021. Such applicants will be advised that they have the right of appeal if the revised preference cannot be met.

**In the case of house moves, proof of ownership or tenancy on an East Sussex property (such as exchange of contracts or signed tenancy agreement of one year) is required if an address is to be used for the purpose of allocating a school place. If an applicant cannot provide evidence, the application cannot be accepted.*

2. There is no right of appeal where the LA does not accept the change of preference.

No application form received by 31 January 2021

No secondary transfer places will be allocated unless a completed application form has been received.

Applications received on or after 1 March 2021

1. Only preferences stated on the LA application will be valid. If the preference is for an 'own authority' school, the LA will pass details to the school for a decision. The school must then advise the LA within fourteen days as to whether a place can be allocated so the LA can formally advise the parent of the decision. Where the preference is for a community or voluntary controlled school, the LA will determine the outcome. If there are no places available at one of the preferred schools a place will be allocated at the nearest school with a place available (if the identified school is its own admissions authority the LA will ask the school whether a place can be allocated). We will aim to process late applications within twenty school days. Any refused preference will carry the right of appeal.
2. Where the preference is for a school in a neighbouring authority, details will be passed to that authority for a decision to be made. Any authority refusing an application should advise the LA of the decision so the LA can consider allocating an alternative school.
3. The Co-ordinated Scheme will end on 31st August each year. Applications received after this date will be processed by individual schools.

Appeals

1. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to prepare and submit their written appeal. The appeal must be against any refused preference, thus if a parent puts on the appeal form a school which did not feature as a preference on the original application form an appeal will not be arranged.
2. Parents submitting an appeal will be entitled to at least ten school days' notice of the date of the appeal. Papers relevant to the appeal will be sent seven working days before the hearing. Appeals must be heard within forty school days of the deadline for lodging appeals. Appeals for late applications will be included with those being heard for the same admission round wherever possible. If this is not possible, they must be heard within thirty school days of the appeal being lodged.
3. The LA must be advised of the outcome of all appeals.

Waiting lists

1. The LA will operate waiting lists for community and voluntary controlled schools so that it is clear as to which child will be offered any place which becomes vacant. Such waiting lists will be operational after the closing date for appeals to be lodged. The waiting list must reflect the admissions criteria. The LA must be notified by admissions authorities of any places that are subsequently allocated from the waiting list. Until co-ordination ends, it remains for the LA to offer places to parents when places become available and are allocated from the waiting list whether the admissions authority is the LA or not.
2. Waiting lists will operate until the end of Term 2, 2021 for Year 7 admissions.

Applications for children to be educated out of chronological year group

The School Admissions Code 2014 specifies that parents applying for a school place have a right to request that their child be educated outside their chronological age group. It further specifies that the admission authority for the school in question should make a decision as to whether to agree this 'on the basis of the circumstances of the case and in the best interests of the child concerned'. The admission authority is required to take into account various factors including the views of the Headteacher.

The County Council, having sought all relevant advice, will work on the assumption that it is in the best interests of children to continue to be educated out of year group if the child has been the case hitherto, where they have been in a school which follows the National Curriculum, unless there are clear reasons why this is inappropriate.

Where parents submit applications for their children to be educated out of year group where this has not happened before, or where they have come from provision that does not follow the National Curriculum (e.g. private provision or overseas) the County Council will make a decision in the best interests of the child in consultation with the Headteacher of the relevant school as in the case of summer-born children applying at reception entry (see primary scheme).

These arrangements will apply to schools where the County Council is the admission authority- schools in the co-ordinated scheme which are their own admission authority are encouraged to work in the same way but the decision is for each admission authority to make in these cases.

The County Council will continue to advise all parents whose request for admission out of year group is agreed of the potential difficulties this could cause later on, and continue to require parents to agree that they have understood this and take responsibility for this decision before the child is admitted to school in East Sussex (although admission should not be held up if the parent refuses to sign- in this case it would need to be clearly documented that the parent had been advised of the risks but had refused or otherwise failed to sign the disclaimer).

Primary scheme 2021/22

Key dates

Admissions information made available	September 2020
Closing date for applications	15 January 2021
Preferences for each school established	27 January 2021
Exchange of preference data between local authorities	7 February 2021
Admission authorities in East Sussex advise LA of ranked order	16 March 2021
Finalise allocations	30 March 2021
Allocations confirmed to primary schools	16 April 2021
Decisions conveyed to parents by email	16 April 2021
Closing date for appeals	18 May 2021
Appeals heard	June/July 2021

Applications made in the main round

1. The co-ordinated scheme is based on all preferences expressed by parents being treated equally but where more than one school can be offered, the highest possible school named by the parent will be allocated. It will be for individual admission authorities to prioritise all preferences expressed for their schools against the published admissions criteria, which they have consulted on and determined. Individual academies can agree that the Authority ranks applicants on the academy's behalf. This would be a traded service. The only valid preferences are those stated on the LA common application form which is available online or in hard copy. Other admission authorities in East Sussex must not use any other application form. A separate, supplementary information form can only be used where additional information is required to determine admission within their published criteria. This form will be obtainable from and returnable to that admissions authority (voluntary aided (VA) schools). A supplementary information form on its own is not a valid application. Applicants living outside East Sussex must use the common application form that is supplied by their home local authority.
2. The process will begin with the information on admission arrangements and methods of application being made available early in September 2020.
3. The LA application form enables parents to name up to any three maintained schools stated in order of preference. It should be completed and submitted to the LA by the closing date of 15 January 2021.
4. By 27 January 2021 East Sussex will exchange preference data with any local authority where an application has been received.
5. By 7 February 2021 East Sussex schools that are their own admission authorities will consider all applications for their school, apply their published admissions criteria and provide the LA with a list of those applicants ranked accordingly.
6. By 16 March 2021 other local authorities will advise East Sussex of decisions reached on applications for their schools from East Sussex residents. East Sussex will apply its published admissions criteria to those schools where it is the admissions authority and determine the outcome of each preference expressed.
7. By 30 March 2021, the LA will match the ranked lists against the parental preferences to ensure only one place is allocated per child. Qualifying late applications received before 16 March will be included in this process.

Where a child is –

- Eligible for a place at only one school given on the application form that school will be allocated

- Eligible for two or three schools, a place will be allocated at the highest-ranking school
 - Not eligible for a place at any of the named schools and the child lives in East Sussex, a place will be allocated at the nearest school to the home with a space.
8. In the period 31 March 2021 to 13 April 2021 decision notifications will be prepared. The LA where the child lives will be responsible for sending these to parents.
 9. On 16 April 2021 lists will be prepared of children allocated places at each primary school in East Sussex, and these will be sent to the schools in question.
 10. 16 April 2021 – allocation decisions will be notified to parents by email. Letters will only be sent where specifically requested, or where the application has been made on a paper form. Where a preference is not being met, the notification email will signpost parents to the East Sussex County Council website where information can be found explaining to parents how places have been allocated at their preferred school(s), and advising parents of the right of appeal.

Applications received after 15 January 2021 but by 16 March 2021

1. If an application form is received after 15 January 2021, it will still be passed to the relevant admissions authority with a note that it has been received after that date. It will be for the admissions authority to decide how it wishes to respond to the application. This will continue up until 16 March 2021.
2. If an application is received after 15 January 2021 but before 16 March 2021, together with proof of a change of address* since the closing date, or proof of another good reason why it was not possible for the family to apply on time, it will be treated as on time in respect of community and voluntary controlled schools. If there is no proof, or the reason is not considered valid by the LA, the application will be treated as late. There is no separate right of appeal against the decision as to whether the application is treated as on time or late.
3. Applicants whose forms are received between these dates will be sent a letter on 16 April 2021. For applications received after 16 March 2021, we will aim to send a decision letter within 20 school days.

Changes of preference

1. Parents may change their preferences at any stage up to the closing date of 15 January 2021. After 15 January 2021, we will not allow preferences to be changed without an exceptional reason. The LA will judge each case on its merits but will only usually accept a change of preference where there has been a significant change of circumstances (such as a house move*) thus making the original preferences no longer practical. Parents will be required to put their reasons for changing their preferences in writing, and in all cases, supporting evidence will be required. . If the change of preference is agreed, a decision will be sent on 16 April 2021 provided the request was received by 16 March 2021. Such applicants will be advised that they have the right of appeal if the revised preference cannot be met.

**In the case of house moves, proof of ownership or tenancy on an East Sussex property (such as exchange of contracts or signed tenancy agreement of one year) is required if an address is to be used for the purpose of allocating a school place. If an applicant cannot provide evidence, the application cannot be accepted.*

2. There is no right of appeal where the LA does not accept the change of preference.

No application form received

1. No Reception or junior transfer places will be allocated unless a completed application form has been received.

Applications received on or after 17 March 2021

1. Only preferences stated on the LA application will be valid. If the preference is for an 'own authority' school, the LA will pass details to the school for a decision. The school must then

advise the LA within fourteen days as to whether a place can be allocated so the LA can formally advise the parent of the decision. Where the preference is for a community or voluntary controlled school, the LA will determine the outcome. If there are no places available at one of the preferred schools a place will be allocated at the nearest school with a place available (if the identified school is its own admission authority the LA will ask the school whether a place can be allocated). We will aim to process late applications within twenty school days. Any refused preference will carry the right of appeal.

2. Where the preference is for a school in a neighbouring authority, the details will be passed to that authority for a decision to be made. Any authority refusing an application should advise the LA of the decision so the LA can consider allocating an alternative school.
3. The Co-ordinated Scheme will end on 31 August each year. Applications received after this date will be processed by individual schools.

Appeals

1. Parents must be allowed at least twenty school days from the date of notification that their application was unsuccessful to prepare and submit their written appeal. The appeal must be against any refused preference, thus if a parent puts on the appeal form a school which did not feature as a preference on the original application form an appeal hearing will not be arranged.
2. Parents submitting an appeal will be entitled to at least ten school days' notice of the date of the appeal. Papers relevant to the appeal will be sent seven working days before the hearing. Appeals must be heard within forty school days of the deadline for lodging appeals. Appeals for late applications will be included with those being heard for the same admission round wherever possible. If this is not possible, they must be heard within thirty school days of the appeal being lodged.
3. The LA must be advised of the outcome of all appeals to other admission authorities.

Waiting lists

1. The LA will operate waiting lists for all community and voluntary controlled primary, infant and junior schools so that it is clear which child will be offered any place which becomes vacant. Such waiting lists will be operational after the closing date for appeals to be lodged. The waiting list must reflect the admissions criteria. The LA must be notified by admissions authorities of any places that are subsequently allocated from the waiting list. Until co-ordination ends, it remains for the LA to offer places to parents when places become available and are allocated from the waiting list whether the admissions authority is the LA or not.

Waiting lists will operate until the end of Term 2, 2021.

Admission of summer born children to Reception classes

Parents of summer born children who are due to start in reception can request that their child starts on a part-time basis or joins Reception later during the school year.

However, parents can also request that their child starts in Reception in the September following their fifth birthday (i.e. when they would normally be starting Year 1). Parents making such a request should do so during the normal admission round.

The Authority will consider these requests on a case-by-case basis, taking into consideration the child's academic, social and emotional development together with the Headteacher and parent's views. If the request is refused but the child is offered a place in the school (but not the preferred year group) the parent would not have the right of appeal.

If the request is agreed, parents will need to be clear that this does not mean the child will remain in the year below their chronological age group for all of their school career, particularly on transfer to secondary school

That the County Council will base its decision-making on the assumption that it is in the best interests of summer born children (i.e. those born between 1 April and 31 August) to be admitted to

reception at compulsory school age where their parents request it, unless there are clear reasons why this is inappropriate (e.g. safeguarding or the pupil has an EHCP or is undergoing statutory assessment).

Parents are, however, required to make a case for this so that it can be demonstrated that the County Council has considered the rationale behind the request and made the decision in the child's best interests. Parents also need to be clear that own admission authority schools in East Sussex will not necessarily work on the same assumption, although they are encouraged to do so by the County Council.

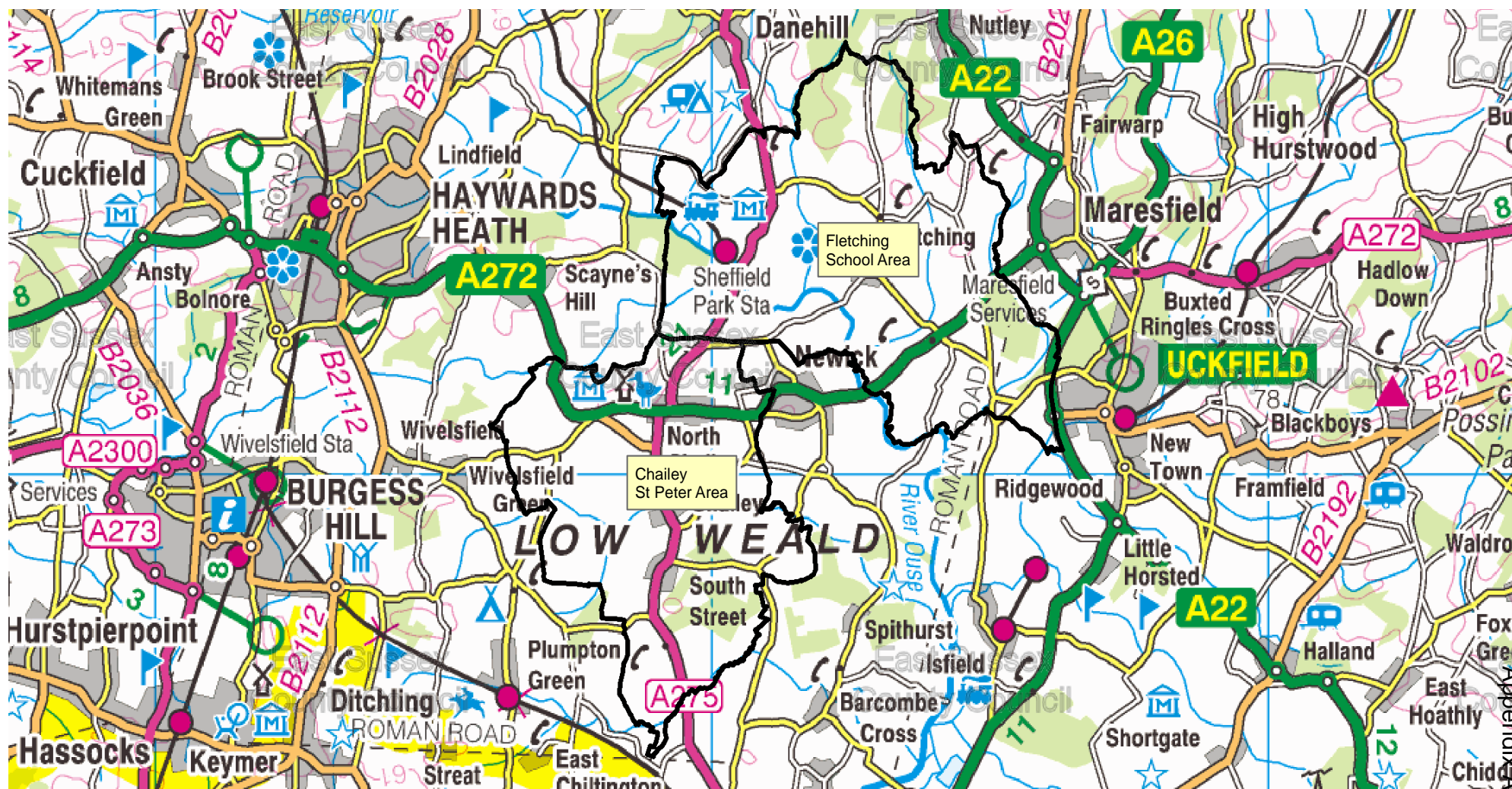
The County Council will, however, advise all parents whose request for admission out of year group is agreed of the potential difficulties this could cause later on, and will require parents to agree that they have understood this and take responsibility for this decision before the child is admitted to school in East Sussex by signing a disclaimer to this effect. Should the parent refuse to sign, admission will not be held up if the child is already compulsory school age, but it will be clearly documented that the parent has been advised of the risks but has refused or otherwise failed to sign the disclaimer.

Appendix 4

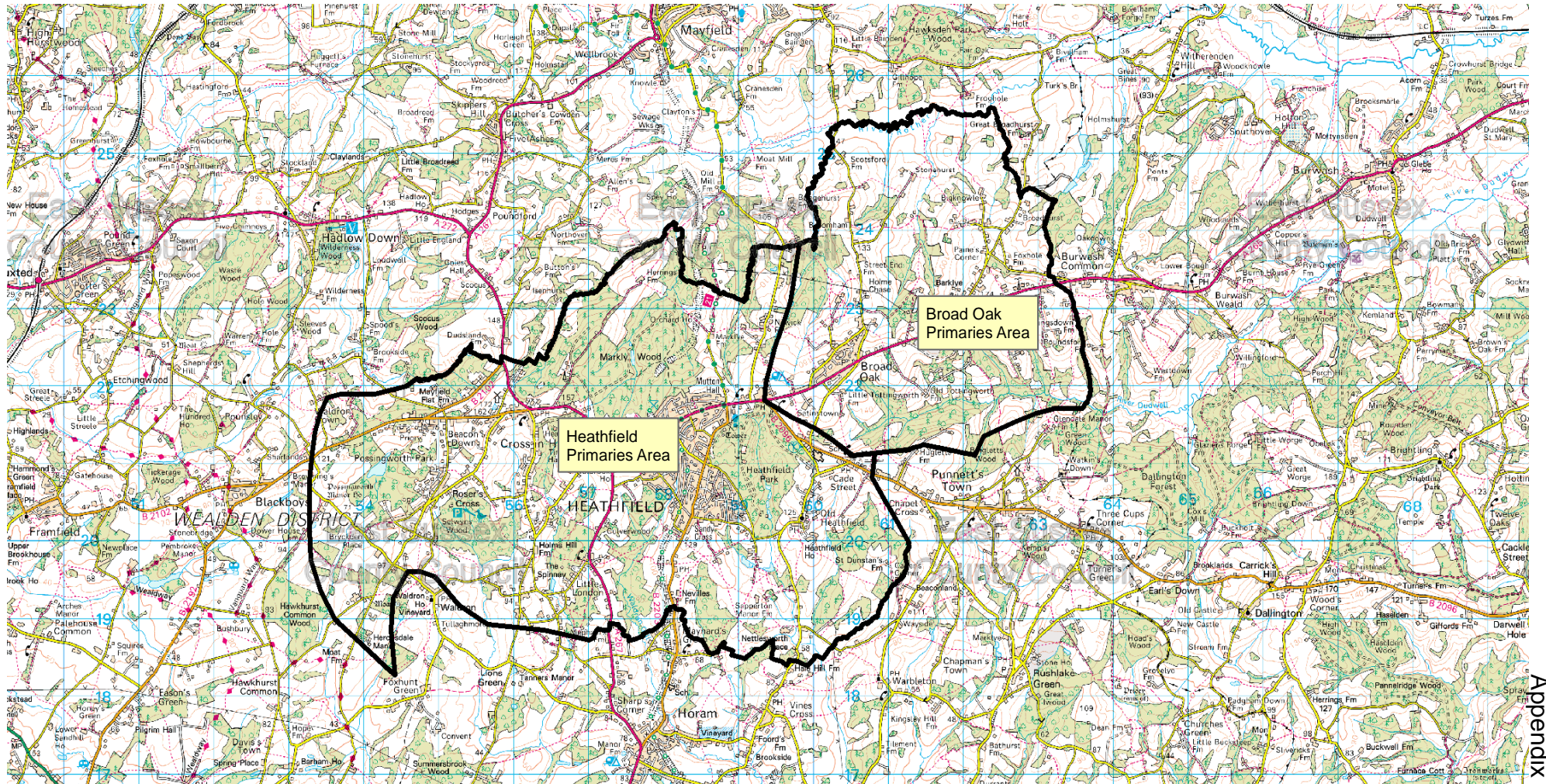
Proposed change to the community areas for Heathfield and Chailey: rationale

It is proposed to expand the Heathfield primary schools community area to encompass the area currently served by Broad Oak Community Primary School. The reason for this is that there is a proposal to close Broad Oak with effect from August 2020. To ensure that the children living in this area are able to access a local school whether this proposal is agreed or not, it is proposed to expand the area for Heathfield primary schools to include them. This would mean that, should Broad Oak remain open, it would be part of the shared Heathfield Primary area and all children living in Broad Oak and Heathfield would have priority for admission to it. The affected areas are shown in Appendix 5.

It is further proposed to expand the community area for Chailey St Peter's CE Primary School to encompass the area currently served by Fletching CE Primary School. This is because there is a proposal to close Fletching CE Primary School with effect from August 2020. To ensure that children living in this area are able to access a local school whether this proposal is agreed or not, it is proposed to expand the area for Chailey St Peter's CE School to include them. This would mean that, should Fletching remain open, it would be part of a shared area for Chailey St Peter's CE Primary School and Fletching CE Primary School, and children living in both areas would have priority for admission to either or both schools. The affected areas are shown in Appendix 4.



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Report to: **Lead Member for Education and Inclusion, Special Educational Needs and Disability**

Date: **4 November 2019**

By: **Director of Children's Services**

Title of report: **Proposed SEN (Special Educational Needs) specialist facility at Priory School and Robertsbridge Community College**

Purpose of report: **To seek Lead Member approval to publish statutory notices in respect of a proposal to establish new specialist facilities at Priory School and Robertsbridge Community College**

RECOMMENDATIONS:

The Lead Member is recommended to:

- 1) authorise the publication of a statutory notice in respect of a proposal to establish two new SEN (Special Educational Needs) specialist facilities for up to 12 pupils each at Priory School and Robertsbridge Community College with effect from 1 September 2020; and**
 - 2) delegate authority to the Director of Children's Services to amend the proposals prior to their publication if required.**
-

1. Background

1.1 East Sussex County Council recently undertook a review of SEN provision in the county. One of the identified strands of the review was specialist facilities in mainstream schools. The aim was to review the current provision of specialist facilities and determine whether it is meeting the needs of SEN pupils across East Sussex. The review also sought to identify any gaps in provision.

1.2 Specialist facilities are located within a mainstream school and provide specific support to a limited number of pupils with an education and health care plan (EHCP) naming a specific primary SEN.

1.3 The aspiration in East Sussex is that specialist facilities promote an ethos of inclusion and help to integrate their pupils into the mainstream school for as much of their learning time as their needs allow. The facility should also provide access to a base within the school for more intensive support when required. The East Sussex model increasingly expects that the expertise of staff within the facility provide significant benefits to the rest of the school and other schools in the local area to support all pupils with SEN and create a fully inclusive learning environment. The development of new specialist provision in mainstream schools is facilitating further development of school to school partnerships through a strategic governance group. A revised service level agreement sets out the expectations for all facilities.

2. The Proposal

2.1 The review concluded that there is a gap in specialist provision in mainstream secondary schools for pupils with a primary need of specific learning difficulties, with associated special educational needs (e.g. anxiety and high functioning autism) in both the west and the east of the county. The Council would like to establish two facilities for up to 12 pupils each at Priory School and Robertsbridge Community College to address this provision gap.

2.2 There are already a number of specialist facilities for primary age pupils in the west and east of the county. Developing new secondary facilities in both of these areas would allow progression for pupils and continuity of support to aid the transition of pupils from primary specialist facilities for whom a secondary facility is the most appropriate next stage. This will assist in reducing the increasing trend of transition from mainstream primary school to special secondary schools. Providing early intervention at the start of their secondary phase through a facility place will address needs and enable pupil's integration into the mainstream school.

2.3 Pupils within the facility are on the roll of the mainstream school and are in addition to the Published Admission Number (PAN). The school receives additional funding from the DfE (Department for Education) and the Council to support the child. Placements are determined by the Council according to clear criteria, and would be drawn from a wider geographical area than the school's usual community area on a needs basis.

2.4 The school would have a designated base to provide them with capacity for additional numbers of pupils with higher levels of need. The base would be integral to the school and would provide additional facilities so that the children can be taught in small groups according to their need and have access to a quiet space or nurture room. Funding to develop these facilities would come from the Council's approved capital programme.

2.5 The specialist facility would be integral to the operation of the school and, as a result, would be managed by the headteacher, governors and the senior leadership team. The specialist facility would be for identified pupils with an EHCP with a primary need of specific learning difficulties, with associated special educational needs (eg. anxiety and high functioning autism).

2.6 The amount of time each pupil spends with their mainstream peers for lessons and recreation would depend on the needs of the individual. Some pupils would need to be taught individually or in small groups for parts of the school day but may be able to access some of the curriculum with their peers. Arrangements would need to be flexible to reflect educational needs and social needs, anxiety levels and personal circumstances. Professionals and the pupil's parent/carer would be involved in bespoke planning of a graduated programme to increase resilience and prepare for increased further independence.

2.7 Pupils in the facility would have their special educational needs reviewed regularly in discussion with parents/carers and professionals to ensure that the facility remains the most appropriate placement to meet these needs.

3. Consultation

3.1 Establishing a new specialist facility at a maintained school is considered to be a significant change requiring a prescribed alteration to the school.

3.2 The Council consulted with key stakeholders and interested parties over a three week period between 20 September and 11 October 2019 on the proposal.

3.3 The consultation document was available on the County Council's website and interested parties were invited to give their views on the proposal. The Council used social media to inform the local community of the consultation. Details of the consultation were also communicated by the schools to their school communities. A copy of the consultation documents for both schools is shown in **Appendix 1** of this report.

Consultation Responses regarding the proposal for Priory School

3.4 By the end of the consultation period 76 responses had been received. Of the responses:

- 68 (89.5%) support the proposal
- 2 (2.6%) do not support the proposal
- 6 (7.9%) were undecided whether they support the proposal.

3.5 Respondents identified themselves as:

Interest Group	No. of Responses
Governor at the school	1
Member of staff at the school	12
member of the local community	12
Not Answered	1
Other (please say)*	14
Parent / carer of a child at the school	35
Pupil at the school	1
Grand Total	76

**Parents of SEN children/young people attending different schools, school staff at different schools/areas, interested parents.*

3.6 It should be noted that some respondents ticked more than one box when identifying themselves.

3.7 In summary there was a positive response to the consultation. Those in favour of the proposal recognise the need for specialist provision for pupils with SEN in the local area. A complete list of responses to the consultation is available in the Cabinet and Members Rooms.

Consultation Responses regarding the proposal for Robertsbridge Community College

3.8 By the end of the consultation period 137 responses had been received. Of the responses:

- 114 (83%) support the proposal
- 12 (9%) do not support the proposal
- 11 (8%) were undecided whether they support the proposal.

3.9 Respondents identified themselves as:

Interest Group	No. of Responses
Member of staff at the school	5
Member of the local community	25
Not Answered	2
Other (please say)*	19
Parent / carer of a child at the school	82
Pupil at the school	4
Member of staff at the school	5
Grand Total	137

**Parents of SEN children/young people attending different schools, school staff at different schools/areas, interested parents.*

3.10 It should be noted that some respondents ticked more than one box when identifying themselves.

3.11 In summary there was a positive response to the consultation. Those in favour of the proposal recognise the need for specialist provision for pupils with SEN in the local area. The main reasons given for not supporting the proposal were concerns about impact of the new SEN cohort on the education being provided to existing pupils. A complete list of responses to the consultation is available in the Cabinet and Members Rooms.

4. Equality Impact Assessment

4.1 The Lead Member is required to have 'due regard' to the duties set out in Section 149 of the Equality Act 2010 (the Public Sector Equality Duty) in determining these proposals. An Equality Impact Assessment (EqIA) for each proposal is being undertaken to identify any equality implications of this proposal and to identify any appropriate mitigations. The EqIA will be reported to Lead Member prior to a final decision being taken on the proposals.

5. Conclusion and reasons for recommendations

5.1 In conclusion the Council has identified a gap in specialist provision in mainstream secondary schools for pupils with a primary need of of specific learning difficulties, with associated special educational needs (e.g. anxiety and high functioning autism) in both the west and east of the county and the Council would like to establish two facilities for up to 12 pupils, one at Priory School and the other at Robertsbridge Community College to address this provision gap.

5.2 The majority of respondents to the consultations support the proposals to establish the two specialist facilities.

5.3 In accordance with the prescribed process established by the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 a statutory notice would need to be

published on the Council's website and in the local newspaper in November 2019. Publication of the notice would trigger a further 4 week period of consultation, known as the representation period, when interested parties can comment on, or object, to the proposal. Within two months of the end of the representation period, the Lead Member must make a final decision taking into account the views of all those affected by the proposal or who have an interest in it.

5.4 It is anticipated that a final decision on the proposal would be taken at the Lead Member for Education and Inclusion, Special Educational Needs and Disability meeting in January 2019.

STUART GALLIMORE
Director of Children's Services

Contact Officer: Gary Langford, Place Planning Manager
Tel. No. 01273 481758
Email: gary.langford@eastsussex.gov.uk

LOCAL MEMBERS

Councillor Angharad Davies
Councillor Ruth O'Keeffe

BACKGROUND DOCUMENTS

None

APPENDICES

Appendix 1 – Consultation Documents



Priory School Specialist Facility Consultation

To pupils, parents/carers, staff, governors and stakeholders

East Sussex County Council is proposing to establish a special educational needs (SEN) facility at Priory School from 1 September 2020. The facility would accommodate 12 secondary age pupils with a primary need of specific learning difficulties, with associated special educational needs (eg. anxiety or high functioning autism).

Why do we need to establish a SEN facility at Priory School?

Following a review of special education needs (SEN) provision in the county East Sussex County Council (ESCC) concluded that there is a gap in specialist provision in mainstream secondary schools for pupils with a primary need of specific learning difficulties, with associated special educational needs (eg. anxiety and high functioning autism) in the west of the county. To address this provision gap, ESCC is consulting on a proposal to establish a specialist facility for 12 secondary age pupils at Priory School. The specialist facility would open in September 2020.

There are already a number of specialist facilities for primary age pupils in the west of the county. Developing a new secondary facility in this area would allow progression for pupils and continuity of support to aid the transition of pupils for whom a secondary facility is the most appropriate next stage. This will assist in reducing the increasing trend of transition from mainstream primary school to special secondary schools. Providing early intervention at the start of their secondary phase through a facility place will address needs and enable pupil's integration into the mainstream school.

What are specialist facilities?

Specialist facilities are located within a mainstream school and provide specific support to a limited number of pupils with an education and health care plan (EHCP) naming a specific primary SEN. Pupils within the facility are on roll of the mainstream school and are in addition to the published admission number. The school receives additional funding from ESCC to support the pupil. Placements are determined by ESCC according to clear criteria, and will be drawn from a wider geographical area than the school's usual catchment.

The aspiration in East Sussex is that specialist facilities promote an ethos of inclusion and help integrate their pupils into the mainstream school for as much of their learning time as their needs allow. The facility should also provide access to a base within the school for more intensive support when required. The East Sussex model increasingly expects that the expertise of staff within the facility provide significant benefits to the rest of the school and other schools in the local area to support all pupils with SEN and create a fully inclusive learning environment.

Pupils in the facility will have their special educational needs reviewed regularly in discussion with parents/carers and professionals to ensure that the facility remains the most appropriate placement to meet these needs.

What will be the impact of the new facility on other pupils in the school?

We expect the new facility would have a positive impact on provision at the school. Specialist staff would work with pupils in the new facility and also work with teaching staff across the school to develop skills and expertise in responding to SEN needs and creating an inclusive environment.

Will building work be required to establish the new facility and, if so, how will this be funded?

Yes, ESCC working with Priory School has identified an area of the site on which new accommodation could be built. ESCC would fund the building work from its approved capital programme.

Are there site plans to show how the school would be expanded?

ESCC has appointed a design team to work up plans for the new accommodation. Design plans would be shared with interested parties at a pre-planning consultation event at the school. All stakeholders, including local residents, would have the opportunity to view the plans, ask questions and make comments. This would enable the design team to take into consideration everyone's views before a planning application is submitted.

You would have a further opportunity to comment on the plans as part of the planning application process which is separate to this consultation.

How would the school deal with any possible increase in traffic and congestion?

A traffic and parking assessment would be undertaken as part of the design and planning process. The school's travel plan would need to be updated and would be utilised by the school to reduce traffic congestion.

Would the school need to close during building work?

No. The building project would be planned carefully, and contractors will work with the school to ensure that works are scheduled to keep disruption to a minimum. The building site would be a secure area to ensure the health and safety of the pupils, staff, parents/carers, and visitors to the school.

How can I give my views?

The consultation period runs from **20 September to 11 October 2019**. You can give your views by completing the online survey.

All comments must be received by **11 October 2019** or they cannot be taken into account.

What happens next?

Following the consultation period, a report on the outcome of the consultation will be considered by the Lead Member for Education, Inclusion and Special Educational Needs and Disability at a meeting in November 2019. The Lead Member will decide whether to proceed with the proposal. If approved, a statutory notice would be published in the local newspaper probably in November 2019, followed by a period of four weeks when further comments or objections could be submitted. The Lead Member would consider any responses received during this time before making a final decision on whether to approve the proposal at a meeting likely to be held in January 2020.

Priory School Specialist Facility Consultation



Our proposal is to establish a specialist facility at Priory School from 1 September 2020, for 12 secondary age pupils with a primary need of specific learning difficulties, with associated special educational needs (eg. anxiety and high functioning autism).

East Sussex County Council would welcome your views on the proposal. The consultation period finishes on **11 October 2019**.

Do you support the proposal to establish a specialist facility at Priory School for 12 secondary age pupils with a primary need of specific learning difficulties, with associated special educational needs (eg. anxiety and high functioning autism)?

Yes ☐

No ☐

Undecided ☐

Please provide any comments below:

Which of the following best describes you?

- ☐ Pupil at the school
- ☐ Parent / carer of a child at the school
- ☐ Member of staff at the school
- ☐ Governor at the school
- ☐ Member of the local community
- ☐ Other (please say).....

*If you would prefer to complete a paper copy please print this form and send it to: **Strategy and Engagement Team, iSEND, South H, County Hall, Lewes, BN7 1UE.***

Robertsbridge Community College Specialist Facility Consultation



To pupils, parents/carers, staff, governors and stakeholders

East Sussex County Council is proposing to establish a special educational needs (SEN) facility at Robertsbridge Community College from 1 September 2020. The facility would accommodate 12 secondary age pupils with a primary need of specific learning difficulties, with associated special educational needs (eg. anxiety or high functioning autism).

Why do we need to establish a SEN facility at Robertsbridge Community College?

Following a review of special education needs (SEN) provision in the county East Sussex County Council (ESCC) concluded that there is a gap in specialist provision in mainstream secondary schools for pupils with a primary need of specific learning difficulties, with associated special educational needs (eg. anxiety and high functioning autism) in the east of the county. To address this provision gap, ESCC is consulting on a proposal to establish a specialist facility for 12 secondary age pupils at Robertsbridge Community College. The specialist facility would open in September 2020.

There are already a number of specialist facilities for primary age pupils in the east of the county. Developing a new secondary facility in this area would allow progression for pupils and continuity of support to aid the transition of pupils for whom a secondary facility is the most appropriate next stage. This will assist in reducing the increasing trend of transition from mainstream primary school to special secondary schools. Providing early intervention at the start of their secondary phase through a facility place will address needs and enable pupil's integration into the mainstream school.

What are specialist facilities?

Specialist facilities are located within a mainstream school and provide specific support to a limited number of pupils with an education and health care plan (EHCP) naming a specific primary SEN. Pupils within the facility are on roll of the mainstream school and are in addition to the published admission number. The school receives additional funding from ESCC to support the pupil. Placements are determined by ESCC according to clear criteria, and will be drawn from a wider geographical area than the school's usual catchment.

The aspiration in East Sussex is that specialist facilities promote an ethos of inclusion and help integrate their pupils into the mainstream school for as much of their learning time as their needs allow. The facility should also provide access to a base within the school for more intensive support when required. The East Sussex model increasingly expects that the expertise of staff within the facility provide significant benefits to the rest of the school and other schools in the local area to support all pupils with SEN and create a fully inclusive learning environment.

Pupils in the facility will have their special educational needs reviewed regularly in discussion with parents/carers and professionals to ensure that the facility remains the most appropriate placement to meet these needs.

What will be the impact of the new facility on other pupils in the school?

We expect the new facility would have a positive impact on provision at the school. Specialist staff would work with pupils in the new facility and also work with teaching staff across the school

to develop skills and expertise in responding to SEN needs and creating an inclusive environment.

Will building work be required to establish the new facility and, if so, how will this be funded?

Yes, ESCC working with Robertsbridge Community College has identified an area of the school site on which new accommodation could be built. ESCC would fund the building work from its approved capital programme.

Are there site plans to show how the school would be expanded?

ESCC has appointed a design team to work up plans for the new accommodation. Design plans would be shared with interested parties at a pre-planning consultation event at the school. All stakeholders, including local residents, would have the opportunity to view the plans, ask questions and make comments. This would enable the design team to take into consideration everyone's views before a planning application is submitted.

You would have a further opportunity to comment on the plans as part of the planning application process which is separate to this consultation.

How would the school deal with any possible increase in traffic and congestion?

A traffic and parking assessment would be undertaken as part of the design and planning process. The school's travel plan would need to be updated and would be utilised by the school to reduce traffic congestion.

Would the school need to close during building work?

No. The building project would be planned carefully, and contractors will work with the school to ensure that works are scheduled to keep disruption to a minimum. The building site would be a secure area to ensure the health and safety of the pupils, staff, parents/carers, and visitors to the school.

How can I give my views?

The consultation period runs from **20 September to 11 October 2019**. You can give your views by completing the online survey.

All comments must be received by **11 October 2019** or they cannot be taken into account.

What happens next?

Following the consultation period, a report on the outcome of the consultation will be considered by the Lead Member for Education, Inclusion and Special Educational Needs and Disability at a meeting in November 2019. The Lead Member will decide whether to proceed with the proposal. If approved, a statutory notice would be published in the local newspaper probably in November 2019, followed by a period of four weeks when further comments or objections could be submitted. The Lead Member would consider any responses received during this time before making a final decision on whether to approve the proposal at a meeting likely to be held in January 2020.

Robertsbridge Community College Specialist Facility Consultation



Our proposal is to establish a specialist facility at Robertsbridge Community College from 1 September 2020, for 12 secondary age pupils with a primary need of specific learning difficulties, with associated special educational needs (eg. anxiety and high functioning autism).

East Sussex County Council would welcome your views on the proposal. The consultation period finishes on **11 October 2019**.

Do you support the proposal to establish a specialist facility at Robertsbridge Community College for 12 secondary age pupils with a primary need of specific learning difficulties, with associated special educational needs (eg. anxiety and high functioning autism)?

Yes

☐

No

☐

Undecided

☐

Please provide any comments below:

Which of the following best describes you?

☐
☐
☐
☐
☐
☐

- Pupil at the school
- Parent / carer of a child at the school
- Member of staff at the school
- Governor at the school
- Member of the local community
- Other (please say).....

*If you would prefer to complete a paper copy please print this form and send it to: **Strategy and Engagement Team, iSEND, South H, County Hall, Lewes, BN7 1UE.***

Report to: **Lead Member for Education and Inclusion, Special Educational Needs and Disability**
Date: **4 November 2019**
By: **Director of Children's Services**
Title of report: **SEN Specialist Facility at Peacehaven Heights Primary School - Update**
Purpose of report: **To update Lead Member on the establishment of a Special Educational Needs (SEN) facility at Peacehaven Heights Primary School.**

RECOMMENDATION:

The Lead Member is recommended to:

- 1) Agree to postpone the establishment of a SEN facility at Peacehaven Heights Primary School.**
-

1. Background

1.1 On 10 December 2018 the Lead Member for Education and Inclusion, Special Educational Needs and Disability approved the establishment of an SEN facility at Peacehaven Heights Primary School to cater for 8 to 10 Key Stage 2 pupils with a primary need of ASD (Autism spectrum disorder). This followed an extensive review of SEN provision in the county which identified gaps in specialist provision in mainstream schools in a number of areas of the county including the wider Peacehaven area, and a consultation with key stakeholders and interested parties between 6 July and 14 September 2018.

2. Current position

2.1 Since approval was granted for the establishment of the new facility the school has been through a period of significant change. The headteacher at the time resigned their post and left the school in April 2019 and interim leadership arrangements were put in place. Following concerns about pupil progress and outcomes, and in consultation with the governing body, the local authority successfully applied to the Department for Education (DfE) to establish an Interim Executive Board (IEB) at Peacehaven Heights Primary School. The IEB has been in place since early September 2019.

2.2 These factors have led the local authority to conclude that it would be inappropriate to establish the SEN facility at the present time. The need for specialist provision in the area continues and it is the local authority's intention to still establish a facility at the school in the future once the school has secure leadership arrangements in place and the capacity to support the implementation of the facility.

3. Conclusion and reasons for recommendations

3.1 In conclusion the local authority believes it is appropriate to postpone the establishment of the SEN facility at Peacehaven Heights Primary School whilst the school focuses on improving its performance. The progress of the school will be kept under review with the intention of opening the SEN facility at a later date.

3.2 The Lead Member is recommended to agree the postponement of the SEN facility at Peacehaven Heights Primary School. The Lead Member will be advised when a new opening date for the facility has been agreed.

STUART GALLIMORE
Director of Children's Services

Contact Officer: Gary Langford, Place Planning Manager
Tel. No. 01273 481758
Email: gary.langford@eastsussex.gov.uk

LOCAL MEMBERS
Councillor Nigel Enever

BACKGROUND DOCUMENTS

The agenda and minutes from the Lead Member meeting on 10 December 2018 are available on the East Sussex County Council website by following the link below:

<https://democracy.eastsussex.gov.uk/ieListDocuments.aspx?CId=456&MId=3548&Ver=4>