

**BIRMINGHAM CITY COUNCIL**

**JOINT CABINET MEMBER AND CHIEF OFFICER**

**WEDNESDAY, 08 AUGUST 2018 AT 00:00 HOURS**  
**IN CABINET MEMBERS OFFICE, COUNCIL HOUSE, VICTORIA**  
**SQUARE, BIRMINGHAM, B1 1BB**

**A G E N D A**

**3 - 40**

- 1 **PROPOSAL TO DISCONTINUE BOURNVILLE INFANT SCHOOL AND  
TO ALTER THE LOWER AGE LIMIT AND EXPAND BOURNVILLE  
JUNIOR SCHOOL BY ENLARGEMENT**

Item Description



**BIRMINGHAM CITY COUNCIL**

**PUBLIC**

**Report to:** **CABINET MEMBER FOR EDUCATION, SKILLS & CULTURE JOINTLY WITH THE ACTING CORPORATE DIRECTOR FOR CHILDREN AND YOUNG PEOPLE**

**Report of:** **Assistant Director for (Safeguarding), Children & Young People**

**Date of Decision:** **06 August 2018**

**SUBJECT:** **PROPOSAL TO DISCONTINUE BOURNVILLE INFANT SCHOOL AND TO ALTER THE LOWER AGE LIMIT AND EXPAND BOURNVILLE JUNIOR SCHOOL BY ENLARGEMENT.**

**Key Decision: No** **Relevant Forward Plan Ref:**

**If not in the Forward Plan:** **Chief Executive approved** ☐  
**(please "X" box)** **O&S Chair approved** ☐

**Relevant Cabinet Member(s) or Relevant Executive Member:** **Councillor Jayne Francis, Cabinet Member Education Skills and Culture**

**Relevant O&S Chair:** **Councillor Mariam Khan, Learning, Culture and Physical Activity**

**Wards affected:** **Bournville and Cotteridge**

**1. Purpose of report:**

- 1.1 To seek the determination of two statutory proposals;
- Discontinue Bournville Infant School
  - Alter the lower age limit of Bournville Junior School from 7- 11 to 4 – 11 years and expand by enlargement of the premises of Bournville Junior School
- These proposals are related. The alteration of the age range and the expansion of the Junior School to include the Infant school buildings will enable pupils from the Infant School to be accommodated thus amalgamating the two existing schools with effect from 29<sup>th</sup> April 2019 (the first day of the summer term.)

**2. Decision(s) recommended:**

That the Cabinet Member for Education Skills and Culture jointly with the Acting Corporate Director for Children and Young People:

- 2.1 Approve, having taken account of the statutory guidance, the two statutory proposals to amalgamate Bournville Infant and Junior Schools through the discontinuation of the Infant School and the alteration to the lower age limit and expansion of the Junior School.

**Lead Contact Officer(s):** Jaswinder Didially: Head of Service, Education Infrastructure;  
**Telephone No:** 0121 303 8847  
**E-mail address:** [jaswinder.didially@birmingham.gov.uk](mailto:jaswinder.didially@birmingham.gov.uk)

### **3. Consultation:**

#### **3.1 Internal**

3.1.1 During the pre-statutory and statutory consultation periods, information about the proposal was sent to the Executive Member for Selly Oak and Ward Councillors for Bournville together with officers from services across Birmingham City Council including Admissions, Finance, School and Governor Support, Human Resources, Legal, Planning, Research and Statistics Information Officers for Children and Young People. Details of the responses received and outcome of the statutory consultation is set out in Section 5 of this report and in Appendix 3. The names of the Ward Councillors and the date and method of consultation is set out in Appendix 5.

#### **3.2 External**

3.21 The proposal has been fully consulted upon in line with the requirements set out in both the statutory guidance “Making ‘prescribed alterations’ to maintained schools and “Opening and closing maintained schools – statutory guidance for proposers and decision-makers” published by the Department for Education (DfE) in April 2016. A copy of the guidance for decision makers can be found in Appendix 4.

3.2.2 During the pre-statutory consultation period, information about the proposal was publicised to the parents, teaching staff, non-teaching staff, Local Councillors for Bournville and the Member of Parliament for Selly Oak.

During the statutory consultation period, information about the proposal was publicised to all stakeholders consulted during the pre-statutory period and the following additional consultees:

- Birmingham Schools;
- Neighbouring Local Authorities;
- The Archdiocesan and The Anglican Diocese of Birmingham;
- Professional Associations and Trade unions

3.2.3 The information was publicised in the following ways:

- Public notice displayed at the school;
- On the school’s webpages;
- Public notice in Birmingham Post newspaper;
- On Birmingham City Council BeHeard webpage;
- On the Birmingham City Council School Notice Board.

3.2.4 A copy of the full proposal document can be found in Appendix 1 and the Public Notice in Appendix 2. The outcome of the external consultation is set out in Section 5 of this report and in Appendix 3.

### **4. Compliance Issues:**

4.1 Are the recommended decisions consistent with the Council’s policies, plans and strategies?

4.1.1 These proposals are consistent with the Council’s current Amalgamation Policy (modified 25th October 2004) which states in Section 2 that the only triggers for the amalgamation of separate infant and junior schools, is through

i) Falling rolls

- ii) A request from the governing bodies of a pair of schools.

#### 4.2 Financial Implications

- 4.2.1 There is no building work or capital expenditure involved in these proposals. Under the current fair funding formula for 2018/19 schools receive lumps sums of £150k per annum (this is subject to change when the national funding formula lump sum rate of £110,000 is adopted) as part of their overall delegated budget to help fund management costs and fixed overheads.

After 1 April 2019, the new school will receive funding equivalent to the formula funding of the closing schools added together for the appropriate proportion of the year. This means that they receive the combined lump sum for the remainder of the financial year 2019/20.

The amalgamation will result in the school receiving one full lump sum and an additional protection equivalent to 70% of one lump sum in the next full financial year (2020/21) for the new school.

The net effect of the loss of one lump sum (currently £150k) may not be significant as the corresponding expenditure will also be significantly reduced as the newly amalgamated school will only require one Head Teacher and potentially less administrative support.

The Governing Board have been made fully aware of these budget implications.

#### 4.3 Legal Implications

- 4.3.1 This report exercises powers contained within sections 15 and 19 of the Education and Inspections Act 2006; The School Organisation (Establishment and Discontinuance of Schools) Regulations 2013; and, Schedule 2 and Schedule 3 to the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 (the "Prescribed Alterations Regulations"), by which the Local Authority has the power to make statutory proposals affecting schools in its area and to determine them.

#### 4.4 Public Sector Equality Duty

- 4.4.1 An updated Equality Assessment initial screening was carried out in December 2013 against the School Organisation Change process, which identified that a full impact assessment was not required. No events have occurred since then which would require the preparation of a fresh screening in respect of these recommendations.

### 5. **Relevant background / chronology of key events:**

- 5.1 Bournville Infant and Junior Schools are voluntary aided maintained schools. The schools have a joint Federated Governing Board. Both of the schools were graded as Outstanding in their last OFSTED.
- 5.2 The Federated Governing Board held an extra ordinary meeting on 9<sup>th</sup> November 2017 and voted to propose the amalgamation of the two schools.
- 5.3 The Head Teacher of the Infant School has retired. The Head Teacher of the Junior School is currently carrying out the acting role of Head Teacher over both schools.

- 5.4 Should the amalgamation be approved, it will be the Governing Board's decision as to whether any restructure is required having considered any duplication of shared roles. This will be done with the relevant consultation with staff and professional associations as required.
- 5.5 Bournville Infant School has an admission number of 90 at Reception. Should the amalgamation be approved, the admission number for Reception and the following admission criteria will continue to apply to the amalgamated school:
1. Looked after or previously looked after children.
  2. Children living in the catchment area, who at the time of admission, have a sibling in the school.
  3. Other children living in the catchment area.
  4. Children living outside the catchment area who, at the time of admission, have a sibling in the school.
  5. Other children living outside the catchment area.
- 5.6 Bournville Junior School has an admission number of 96 at year 3. The additional 6 places are currently offered to applicants from the school's waiting list at year 3. The current admission criteria for entry into year 3 are as follows;
1. Looked after or previously looked after children.
  2. Children on the register of at Bournville Infant School at the end of Year 2.
  3. Children living in the catchment area, who at the time of admission, have a sibling in either the Junior or the Infant School.
  4. Other children living in the catchment area.
  5. Children living outside the catchment area who, at the time of admission, have a sibling in either the Junior or the Infant School.
  6. Other children living in the catchment area.
- 5.7 Should the amalgamation be approved, the two schools will become an all through primary school with an age range of 4 – 11 years. It will be necessary to submit an in year variation request to the Office of the School's Adjudicator (OSA) to request that the admission number and criteria be removed for year 3. The Governing Board will continue to offer the additional 6 places at Key Stage 2 from pupils on the waiting list.
- 5.8 In compliance with DFE guidance and best-practice, a pre-statutory consultation was completed for the proposal between 15th January 2018 and 2nd March 2018 (seven weeks) to engage stakeholders before statutory publication of the full proposal (as set out in section 3 of this report). A total number of 38 responses were received during the pre- statutory consultation phase, of which 32 were in favour and 6 didn't know. In addition, the Federated Governing Board held a number of meetings with the following groups during the pre-statutory consultation stage:

- Parents and School Council members.

Furthermore, the Federated Governing Board and Local Authority officers held meetings with the following groups during the pre- statutory consultation stage:

- All staff who requested a meeting to discuss the proposals;
- Representatives from BANASUWT (Professional Association).

An analysis of the pre-statutory consultation responses can be found in the full proposal document in Appendix 1.

5.9 In compliance with DFE guidance, a statutory consultation was completed between 14<sup>th</sup> June 2018 and 12<sup>th</sup> July 2018 (four weeks). The statutory consultation (representation period) commenced with a statutory notice for the following;

- Discontinuation of Bournville Infant School by the Federated Governing Board
- Alteration to the age range from 7 – 11 years to 4- 11 years and expand by enlargement of the premises of Bournville Junior School by the Federated Governing Board and Birmingham City Council (expand the Junior School to include the Infant School buildings).

During the four week representation period, comments on the proposal could be submitted in writing to Education Infrastructure or the school, via the BeHeard webpages, email or letter. A copy of the full proposal and public notices can be found within Appendices 1 & 2.

5.10 At the close of the statutory consultation (representation period) eight responses were received regarding the proposals. Of the eight responses received seven were in favour and one was neither for nor against. The eight responses were from a grandparent, two parents, four governors and one staff member and copies of their comments are in Appendix 3 of this report. A number of questions were raised by one respondent who was undecided. These questions were passed to the Federated Governing Board to respond to as they were regarding the future staff structure and the proportion of the budget that will be spent on staffing both before and after the proposed amalgamation.

5.11 The Education and Inspections Act 2006 and Regulation 7 of the Prescribed Alterations Regulations states that the Local Authority must have regard to any guidance issued by the Secretary of State when making a decision on such proposals. The relevant extract of the statutory guidance is attached (Appendix 4). The Education and Inspections Act 2006, the Establishment and Discontinuation Regulations and Paragraph 5 of Schedule 3 to the Prescribed Alterations Regulations allows for the proposals to be approved, approved with modification, approved subject to meeting a prescribed condition, or rejected.

5.12 If the proposals are approved the Junior School will change their name to reflect the amalgamation of the two existing schools. It is proposed the new name will be Bournville Village Primary School.

## **6. Evaluation of alternative option(s):**

6.1 Should the proposals be rejected, Bournville Infant and Junior Schools will remain as separate schools with a joint Federated Governing Board. The Governing Board will need to recruit a new Infant School Head Teacher and any plans for restructuring resulting from an all through primary school will not be able to go ahead. Pupils will continue to apply to transfer from the Infant School to the Junior School at year 3. The non- amalgamation may affect the opportunity for career development and the sharing of best practices with two separate schools.

## **7. Reasons for Decision(s):**

7.1 To allow Bournville Infant and Junior Schools to become an all through primary school, enabling the school greater continuity across key stage 1 and 2, with no requirement for pupils make the transition from one school to the other at year 3. It will allow the Governing Board to appoint a single head teacher and to restructure the Leadership team to create a more efficient leadership and management system with finances and resources being shared more easily. The new all through school will be able to achieve economies of scale, putting the school in a much stronger position financially.

**Signatures**

**Date**

Cabinet Member, Education, Skills and Culture  
Cllr Jayne Francis

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Acting Corporate Director for Children and Young People  
Anne Ainsworth

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**List of Background Documents used to compile this Report:**

1. Education and Inspections Act 2006
2. Making prescribed alterations to maintained schools: "Statutory guidance for proposers and decision makers" published by the Department for Education (DfE) in April 2016.
3. Opening and Closing maintained schools. "Statutory guidance for proposers and decision makers" published by the Department for Education (DFE) in April 2016.
4. Cabinet Report for Amalgamation policy 2004

**List of Appendices accompanying this Report (if any):**

1. Appendix 1: Full (Final) proposal document
2. Appendix 2: Public Notice
3. Appendix 3: Statutory Consultation Results
4. Appendix 4: Department for Education Guidance
5. Appendix 5: Ward Councillors Consulted

**Report Version v2**

**Dated 2<sup>nd</sup> August 2018**





**Bournville Infant and Junior Schools Governing Board**

# **Final Proposal Document**

## **Bournville Infant School & Bournville Junior School**

**Proposal to amalgamate Bournville Infant School and Bournville Junior School to become an all through primary school.**

## Introduction

The Governing Board of Bournville Infant and Bournville Junior Schools jointly with Birmingham City Council, as the Local Authority for Birmingham, is consulting on a proposal to amalgamate Bournville Infant and Bournville Junior Schools to create one all through primary school with effect from 29th April 2019.

The changes are explained in the sections below.

## School Information

<b>Type:</b>	Voluntary Aided		
<b>Name:</b>	Bournville Infant School	<b>DFE:</b>	3303354
<b>Address:</b>	Linden Road, Birmingham B30 1JY.		
<b>Ward:</b>	Bournville	<b>District:</b>	Selly Oak
<b>Age Range:</b>	4– 7 years	<b>Net Capacity:</b>	270
<b>Last Ofsted:</b>	12 <sup>th</sup> February 2009	<b>Ofsted Rating</b>	Outstanding

<b>Type:</b>	Voluntary Aided		
<b>Name:</b>	Bournville Junior School	<b>DFE:</b>	3303353
<b>Address:</b>	Linden Road, Birmingham B30 1JY.		
<b>Ward:</b>	Bournville	<b>District:</b>	Selly Oak
<b>Age Range:</b>	7 – 11 years	<b>Net Capacity:</b>	384
<b>Last Ofsted:</b>	7 <sup>th</sup> June 2013	<b>Ofsted Rating</b>	Outstanding

## Background Information Provided by the Governing Board of Bournville Infant and Bournville Junior Schools:

Bournville Junior School was founded in 1906, followed by Bournville Infant School in 1910, as the personal gifts of George Cadbury to the village of Bournville. He specified that the schools should provide an education of the highest quality, with a Christian ethos that was forward thinking and tolerant.

Both schools are currently graded as Outstanding by Ofsted, and are proud of their reputations for providing a caring and purposeful environment in which the individual needs of each child are recognised, and their achievements and abilities are celebrated. Each school has particular strengths within their relative key stage; the proposed amalgamation will allow these strengths to be maintained and shared across all year groups.

George Cadbury was a forward thinking visionary, impacting positively on the lives of the community. Part of the role of the Governing Board is to uphold this vision and secure the long-term future of the schools. Therefore the Governing Board believe that a 4-11 setting, with joint leadership will strengthen the provision for pupils and the wider community, continuing George Cadbury's legacy. Underpinning this is the desire to celebrate what Bournville holds dear, and enhance this further with vibrant, robust working model for the future.

### **What changes are proposed?**

The amalgamation of Bournville Infant and Bournville Junior Schools to become one all-through Primary school.

In order to do this it is necessary to issue the following proposals:

- 1) Proposal by Governing Board of Bournville Infant and Bournville Junior School
  - Discontinuation of Bournville Infant School
  - Alteration to the lower age limit of Bournville Junior School from 7 – 11 to 4 -11 years to accommodate pupils of infant school age.
- 2) Proposal by Birmingham City Council, the Local Authority
  - Expansion by enlargement of Bournville Junior School (expand to include the Infant School buildings.)

This will result in the amalgamation of both schools to form an all-through primary school. All pupils and staff from the infant school would have the right to transfer to the primary school unless they wanted to seek other arrangements.

Bournville Junior School will be proposing to change its name to Bournville Village Primary School if the amalgamation is approved.

### **Why do we want to do this?**

In order for schools to amalgamate the criteria must meet Birmingham City Council's current policy on amalgamation of separate infant and junior schools (amalgamation policy approved October 2004) which states that the only triggers for amalgamation are:

- (i) Falling rolls
- (ii) A request from the governing board(s) of a pair of schools

The Federated Governing Board of Bournville Infant and Bournville Junior Schools held an Extraordinary General Meeting on 9<sup>th</sup> November 2017 and agreed by a vote to propose to amalgamate the two schools. The Governing Board believes that the proposal is in the best long-term interests of the children and their families.

The Governing Board wrote to the Local Authority advising them of their intention to amalgamate. The Local Authority fully supports the Governing Board and these proposals are being issued collaboratively.

### **What are the benefits of an all through primary school?**

Whilst both of the schools have been very successful as separate infant and junior schools, both having received outstanding judgment from OFSTED, we have listed below examples of potential benefits of becoming an all through primary school.

These benefits were the reasons identified by the Governing Board for their decision, and have been evidenced in previous successful amalgamations.

- An all-through primary school enables a consistent ethos, vision and approach, driven by a holistic and ambitious single leadership team.
- Simplified communication between school and parents, especially for parents with children in both schools and ensures a joined up approach for events, training, pastoral care and other areas of school life.

- Transition from year 2 to year 3 will better reflect transition arrangements between other year groups.
- Continuity and consistency for pupil's learning and progress and strengthened tracking procedures.
- The National Curriculum seeks to structure the seamless development of pupils' knowledge, skills and understanding across all subjects during a child's time at primary school. A combined primary school is in a better position to provide continuity because of the structure and management it can put in place and greater consistency for pupils with one set of policies and procedures.
- Strengthened pastoral systems, supporting children and families through their entire primary education.
- Further opportunities for pupils to work together across the age ranges, building on the school's existing good work in this area.
- The relationship between families and the school can build over a longer period of time, allowing the school to better understand the needs of each pupil.
- There is strong evidence that continuity of learning culture has a significant impact on a pupil's progress. Research shows that the fewer moves children have during their school career, the better they perform.
- Greater flexibility in deploying teachers and support staff, and using curriculum resources, including buildings, more effectively.
- Having a greater continuity across Key Stage 1 and 2 could also benefit the members of staff at each school. Staff would have greater opportunities for professional development and shared training and the chance to work more closely across the curriculum. Staff could have the opportunity to work in or gain greater understanding of the full range of the primary school year groups.
- There is no need for parents to apply for a junior school place. There are also benefits in terms of the children's personal and social development, which can be supported throughout the primary school years without a change of school at age seven.
- A more efficient school leadership and management system enabling leaders to have the required overview to make the best decision for the school as a whole with finances and resources being shared more easily.
- A single head teacher, as part of a restructured Senior Leadership Team, would be able to drive through change and improvement and take a truly whole school approach.
- The school will be better able to achieve economies of scale, putting the school in a much stronger position financially, and more able to withstand the buffeting by central funding decisions and changes.

### **How will this affect pupils at the school?**

All current infant school pupils will have the right to automatically transfer to the newly amalgamated school. The potential benefits for pupils on their journey through an all-through school are listed under the previous section of this proposal.

There will no longer be a requirement for parents to apply for a junior school place for their child. The school will remain in the existing buildings and the members of staff they come into contact with are likely to be the same as before.

Please see Annex A - the Governing Bodies notes from meetings held with the school council and parents during the pre- statutory consultation.

**How will this affect parents at the school?**

Parents will apply for a primary school place before Reception and will not need to apply for a year 3 place. This will enable consistent engagement with parents across the primary phase; with no need to transfer information at the end of key stage one. It will also mean more consistent policies and procedures providing more continuity for parents.

Please see Annex A - the Governing Board's notes from meetings held with the school council and parents during the pre- statutory consultation.

**How will this affect the staff at the school?**

The Governing Board and Birmingham City Council recognise that change can be unsettling and that there may be challenges along the way. Birmingham City Council is committed to support the Governing Board to achieve and maintain the best outcomes for children.

The Governing Board of the School will still be the employer and will manage this transition. The change to become one primary school will not constitute a break in service or affect staff terms and conditions in any way.

The proposed changes will consider duplication of shared rolls. Any staff reductions will be with full consultation with the trade unions and teaching associations.

A school offering both Infant (key stage 1) and Junior (key stage 2) provision may offer staff the opportunity for career development with potential opportunities for staff who wish to teach across Key Stages, and this will be for the school to decide.

**When will these changes happen?**

If the proposal is approved by the decision makers, who for these types of proposals are The Cabinet Member for Education Skills and Culture and the Corporate Director for Children and Young People (following full consultation) it is intended that the proposals will be implemented from 29<sup>th</sup> April 2019, (the start of the spring term in the academic year 2018/2019.)

**Will there be any effect on other schools, academies and educational institutions within the local area?**

There should be no effect on other schools, academies or educational institutions within the area. The admission number and capacity of the school will not change. The proposed amalgamation would not affect the supply of places in the local area.

**Will there be any changes to the Admission Criteria of the School?**

If the proposals are approved the school will become an all-through school and there will no longer be any need for pupils to transfer from the Infant School to the Junior School at Year 3.

The admission number refers to the point of entry of a school and in the newly amalgamated school this will be Reception year. The admission number in Reception year will be 90 (which is the same as the admission number into Reception year in the current Infant School.)

The Junior School has historically been able to accommodate 96 pupils in year 3 onwards. The Governing Board propose that this remain and propose to use their oversubscription criteria (see below) and apply their waiting list for the additional 6 pupils in year 3 onwards.

The table below demonstrates the number of places in each year.

<i>Reception Entry Year</i>	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Year 4</i>	<i>Year 5</i>	<i>Year 6</i>
90	90	90	96	96	96	96

There will be no changes to the admission criteria for entry into Reception this will remain as follows;

1. Looked after or previously looked after children
2. Children living in the catchment area who, at the time of admission, have a sibling in the school. The catchment area can be viewed in the school office or via [www.birmingham.gov.uk/schooladmissions](http://www.birmingham.gov.uk/schooladmissions)
3. Other children living in the catchment area
4. Children living outside the catchment area who, at the time of admission, have a sibling in the school.
5. Other children living outside the catchment area.

### **Will there be changes to the school building?**

There will be no building work resulting from the amalgamation.

### **Will this definitely happen?**

No, there is a statutory process we must follow to make these sorts of changes to schools. The informal consultation on the draft proposal was completed between 15<sup>th</sup> January and 2<sup>nd</sup> March 2018. An analysis summary of the consultation is included in Annex B. The Governing Board held a number of informal consultation meetings with the school councils (pupil representatives), parents and staff during the pre-statutory consultation, the Governing Bodies notes from these meetings can be found in Annex A of this document.

All comments received have been considered by both the Local Authority and the Governing Board and with full agreement now move forward to the next stage of the school organisation consultation process.

Birmingham City Council and the Governing Board of Bournville Infant and Bournville Junior Schools are publishing this final proposal document for parents, pupils, staff, Governors and any other interested people to comment as part of the statutory process.

Within four weeks from the date of publication of this proposal, any person may object to, comment on or make representations regarding these proposals by submitting comments using the details at the bottom of this page\*.

All comments received during the representation period will be forwarded to the decision makers who are the Council's Cabinet Member for Education Skills and Culture, jointly with the Corporate Director for Children and Young People, who will take all views into consideration and will make a determination regarding the proposal by **11<sup>th</sup> September 2018**.

It is only at the point when a decision has been made that we will be able to say with certainty that the proposals will be implemented to enable the two schools to become a primary school.

**What will happen if this proposal is rejected?**

If a decision is taken that the two schools should **not** be amalgamated, then the existing Infant and Junior schools will continue as they are now.

**\*How can I make my views known?**

We invite all interested parties to give us their views and comment on this proposal. Any comments must be received no later than **11<sup>th</sup> July 2018 (midnight)**.

You can comment online via BeHeard:

<https://www.birminghambeheard.org.uk/people-1/bournvilleijfinal>

You can write to us at the Local Authority:

- By email: [eds.enquiries@birmingham.gov.uk](mailto:eds.enquiries@birmingham.gov.uk)
- By letter ,or by completing the attached comments form to:  
Birmingham City Council,  
School Organisation Team,  
PO Box 15843,  
Birmingham, B2 2RT.

**What happens next?**

The dates set out below meet the government requirements for us to consult fully with the people affected by the proposal.

Key dates

Action	Date
Public Notice Published	14 <sup>th</sup> June 2018
Start of 4 week Statutory Consultation	14 <sup>th</sup> June 2018
End of 4 week Statutory Consultation	11 <sup>th</sup> July 2018
Final decision to be made no later than	11 <sup>th</sup> September 2018
Changes implemented	29 <sup>th</sup> April 2019

## Proposal to Amalgamate Bournville Infant School and Bournville Junior School

We are consulting on the proposal for four weeks from 14<sup>th</sup> June 2018 to 11<sup>th</sup> July 2018.

You can make your views known by visiting:

[https:// www.birminghambeheard.org.uk/people-1/bournvilleijfinal](https://www.birminghambeheard.org.uk/people-1/bournvilleijfinal)

To send us your thoughts by 11<sup>th</sup> July 2018 (midnight) or alternatively complete and return the form below to the following address: School Organisation Team, Education and Skills Infrastructure, PO Box 15843, Birmingham, B2 2RT.

Thank you for taking the time to send us your thoughts on these proposals.

### Consultation Response Form

Please help us to analyse your response by completing the following:

Your name (optional): \_\_\_\_\_

Your contact details (optional, if you would like a reply)

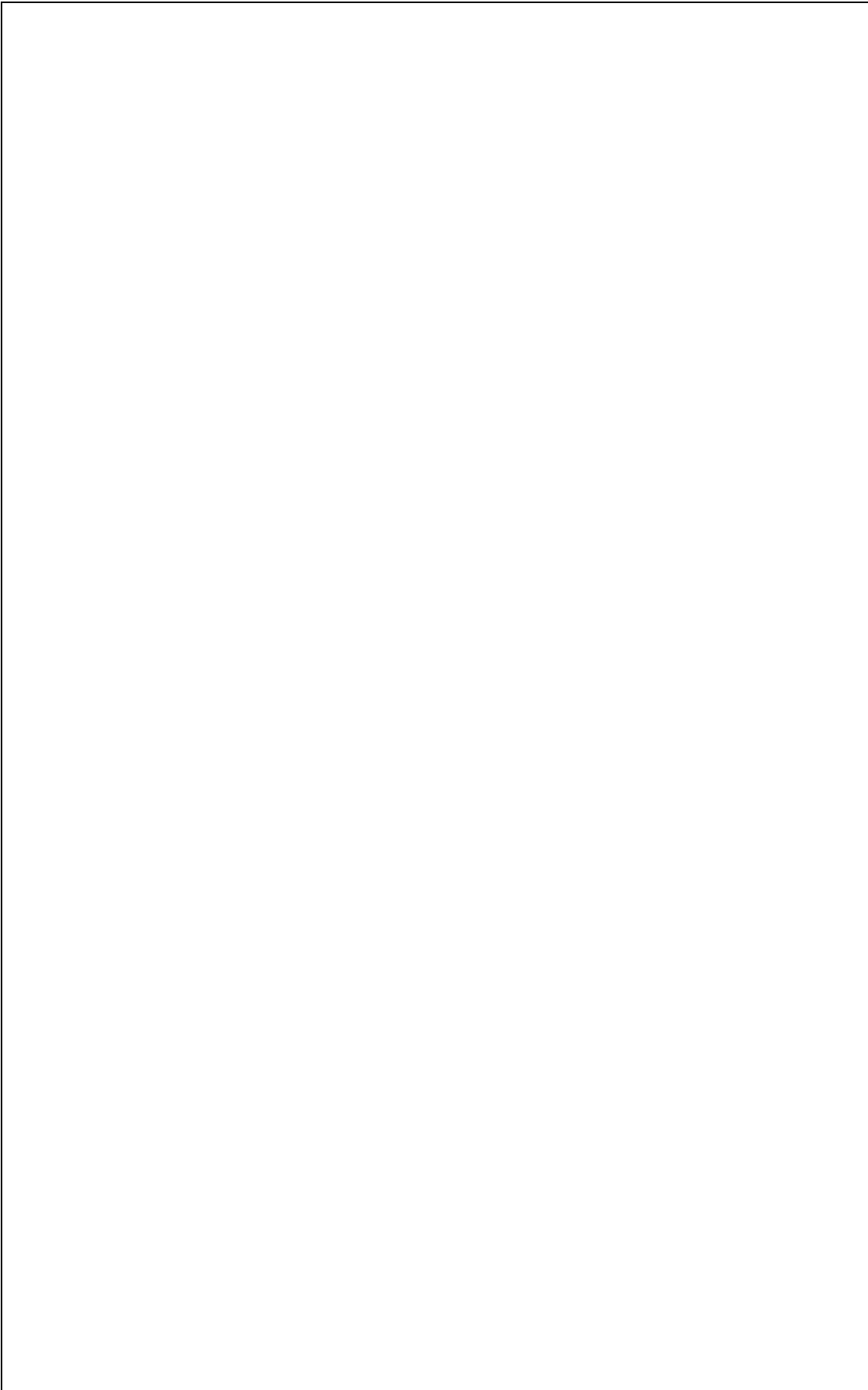
\_\_\_\_\_

Your interest in the proposal (please indicate one of the below):

Pupil	
Parent	
School Governor	
School Staff	
Local resident	
Local Councillor	
Member of Parliament	
Other (please specify)	

Please provide your comments in support or challenge to the proposal.





## Annex A: Informal Consultation Results: Bournville I & J SOT10128

### Analysis of Consultation Meetings Held by Governing Board

#### Summary Table 1 - Parents

The Governing Board held a number of informal meetings for parents to raise any issues or concerns that they have regarding the proposal to amalgamate. Below is a summary of the main topics raised and where applicable answers given;

Summary of Questions Raised at Parents Meetings and Number of Instances	
Clarification sought as to reasons federating had not been considered.  <i>Answer: Governing Board reassured the parent that the schools and Governing Board had never been SAT's driven and a well -rounded education with time for play was what they aimed for.</i>	1
Structure - concern possible reduction of Head teacher, SENCO	1
SATS - both becoming too driven and losing the ethos from infant to junior.  <i>Answer: Governing Board assured that the Board are not SAT's driven; and a well-rounded time for play is intended.</i>	2
How will it affect children?	2
Finances  <i>Answer: Governing Board Advised that finances will be stronger as an amalgamated school.</i>	2
Would communication improve?	1
Becoming an academy – was it more likely?  <i>Answer: No plans for academisation and the governing Board hoped the amalgamation would make them stronger.</i>	1
Effect on staff workload	1

**Annex A: Summary Table 2 - School Councils**

The below table is a summary of questions raised by School Councils during consultation meetings with the Governing Board.

Q: Will they share the playground? There were concerns that the playgrounds would be joined together and the little ones might find this hard - the juniors seemed more concerned than the infants.
A: No - they would be kept the same as they are now but we might have a zone for siblings and friends.
Q: Would there be different ways of teaching?
A: Certain things would follow through like one style of handwriting but teaching would be age appropriate as it is now.
Q: Would the start and finish times stay as they are?
A: The Infants' currently finish before the Juniors', this would be the same.
Q: Would they share classrooms?
A: No, except maybe libraries, IT room.
Q: Would they have assemblies together?
A: No room in either school but we could be together at the church, or mix the classes - e.g. Year 2 and 3 have an assembly together, or use a joint house system.
Q: Would there be one Head teacher? –
A: Yes
Q: Would there be any new buildings?
A: No
Q: Would there be a new uniform?
A: No
Q: They liked the idea of sharing benches and the pirate climbing frame and toys:
A: The infants wanted to know if this would mean they could eat their lunch outside.
Q: Why were we combining?
A: Explained as per the proposal. The younger children seemed much happier about it than the older ones, possibly because they do not have such a grasp of the concept of change.

## Annex B: Informal Consultation Results: Bournville I & J SOT10128

### Summary Table

Total number of responses:	38
Total number with written comments:	22

Number in favour or against the proposal:	
In favour	32
Against	0
Don't know	5
Not indicated	1

Method of response:	
BeHeard (website)	38
Email	0
Letter	0

Respondent by type:	
Pupil	0
Parent	19
School Governor	6
School Staff Member	7
Local Resident	0
Local Councillor	0
Member of Parliament	0
Other, please specify	4
Not indicated	2

Comment themes: (Number of mentions within 22 written comments)	Support	Concern
Transition / Continuity for pupils	08/22	0/22
Finances / Resources	05/22	01/22
Standard of education	04/22	03/22
Remove admission / application into Junior school	03/22	0/22
Single management team	03/22	0/22
A suggestion for new school name	03/22	0/22
Long term interest of the school	02/22	0/22
Like small infant school	0/22	02/22
Governing and staffing structure	0/22	02/22
Transition process for implementation	0/22	02/22
Remove duplication	01/22	0/22
Preserve qualities of infant school	0/22	01/22
Admission of 96 pupils at year 3	0/22	01/22
Would like more information	0/22	01/22
Different Infant and Junior ethos	0/22	01/22

**Analyst notes**

Comment themes: Key themes are identified from within the comments. The analyst counts the number of comments that contain that theme and indicates whether the comment is in support or a concern. These themes are presented as a fraction of the number of written comments received.



“Proposal of the Federated Governing Board

Discontinuation of Bournville Infant School

Notice is given in accordance with section 15(2) of the Education and Inspections Act 2006 that the Federated Governing Board of Bournville Infant and Junior Schools intends to discontinue Bournville Infant School ( voluntary aided school) Linden Road, Bournville, Birmingham B30 1JY with effect from 29<sup>th</sup> April 2019 in order to become an all through primary school.

This proposal is related to the proposal by Birmingham City Council and the Federated Governing Board of Bournville Infant and Junior Schools to alter the age range from 7 -11 years to 4 – 11 years and enlargement of the premises by expansion of Bournville Junior School (voluntary aided school) Linden Road, Birmingham B30 1JY to accommodate pupils of infant school age and thus amalgamate Bournville Infant and Bournville Junior School.

Bournville Junior School will also be proposing to change its name to reflect the change in age range and the amalgamation.

This notice is an extract from the complete proposal document. Copies of the complete proposal can be found at;

[www.birminghambeheard.org.uk/people-1/bournvilleijfinal](http://www.birminghambeheard.org.uk/people-1/bournvilleijfinal)

If you require a hardcopy this can be obtained by writing to: School Organisation Team, Education Infrastructure, PO Box 15843, Birmingham B2 2RT. Within four weeks from the date of publication of this proposal, any person may object to or make comments on the proposals. Anyone who wishes to make representation about these proposals should do so through the above web site or by writing to the School Organisation Team at the above postal address. The date by which objections or comments must be received is 11<sup>th</sup> July 2018 (midnight).

Signed: Colin Diamond CBE, Corporate Director for Children and Young People.

Dated: 14<sup>th</sup> June 2018

“Proposal of Birmingham City Council and the Governing Board

Bournville Junior School

Notice is given in accordance with section 19(2) and section 19(3) of the Education and Inspections Act 2006 that Birmingham City Council intends to make a prescribed alteration to Bournville Junior School of enlargement of premises and the Federated Governing Board of Bournville Infant and Junior School intends to make a prescribed alteration to alter the lower age range of Bournville Junior School.

The proposal is to alter the age range from 7 -11 years to 4 – 11 years and enlargement of the premises by expansion of Bournville Junior School (voluntary aided school) Linden Road, Birmingham B30 1JY to accommodate pupils of infant school age and thus amalgamate Bournville Infant and Bournville Junior School with effect from 29<sup>th</sup> April 2019.

This proposal is related to the proposal to discontinue Bournville Infant School with effect from 29<sup>th</sup> April 2019. The children currently attending Bournville Infant School will automatically transfer to Bournville Junior School.

The published admission number in Reception for the amalgamated school will remain at 90. There will not be any Year 3 transfer applications going forward because the infant children will automatically progress into Year 3. The amalgamated school may continue to offer additional 6 places to children from the waiting list at the start of Year 3.

Bournville Junior School will also be proposing to change its name to reflect the change in age range and amalgamation. This notice is an extract from the complete proposal document. Copies of the complete proposal can be found at; [www.birminghambeheard.org.uk/people-1/bournvilleijfinal](http://www.birminghambeheard.org.uk/people-1/bournvilleijfinal)

If you require a hardcopy this can be obtained by writing to: School Organisation Team, Education Infrastructure, and PO Box 15843, Birmingham B2 2RT. Within four weeks from the date of publication of this proposal, any person may object to or make comments on the proposals. Anyone who wishes to make representation about these proposals should do so through the above web site or by writing to the School Organisation Team at the above postal address. The date by which objections or comments must be received is 11<sup>th</sup> July 2018 (midnight).

Signed: Colin Diamond CBE, Corporate Director for Children and Young People.

Dated: 14<sup>th</sup> June 2018



Response ID	Type of respondent	In favour?	Are you in favour of the proposal? - Please give any comments
ANON-61AG-HN7J-6	Grandparent and local resident	Yes	The amalgamation makes good sense from a financial point of view. I hope that great care will be taken to ensure that the ethos of the infant school is given equal status to the equally excellent ethos of the junior school. It should not be a "takeover" of the infant school by the junior school. I really like the name change.
ANON-61AG-HN7A-W	Parent	Yes	
ANON-61AG-HN7Z-P	Parent	Neither/ Don't know	<p>In the current educational climate of diminishing funds in real terms, it would be far better to offer the one, overriding principal reason for amalgamation. This could be done by issuing the financial positions of both schools to all parents so that they can make an informed judgement as to whether this is being done primarily as a cost saving exercise - to reduce salary costs through staff restructure and redundancies.</p> <p>I feel that this amalgamation is not being driven by best outcomes for pupils but primarily for financial reasons. If evidence can be provided that this is not the case then of course I stand corrected.</p> <p>I have children in Reception Year and Year 4 and have found the transition between schools outstanding. My daughter did not see this as a 'move of school' but just advancing to Year 3 within the same school and therefore continuity and consistency were not an issue.</p> <p>I do have a number of questions I would like to ask and receive an in depth formal response for in writing:</p> <ol style="list-style-type: none"> <li>1. Will this proposal decrease the staff:pupil ratio for those in positions of responsibility (not class teachers)?</li> <li>2. Will the number of Senior Leadership Team and positions of responsibility decrease?</li> <li>3. Will the number of students 'under the wing' of SENCO increase?</li> <li>4. How will this proposal affect the percentage of the school budget spent on salary both before (in both schools), and after, through amalgamation (numbers please)?</li> <li>5. Is there a staffing structure of both schools before amalgamation and the proposed staffing structure after?</li> <li>6. Under what specific circumstances can a 'formal consultation process' be reversed. I guess my question is: Is this inevitable?</li> </ol>
ANON-61AG-HN77-K	School Governor	Yes	The children with have a fully co ordinated approach to their education throughout their time at primary school. Vulnerable children and their parents will be receiving help from the same people, with no big change at the end of year two. Having spoken to the school council I am aware that the children are very excited about doing things together, like sports days, assemblies, watching plays and helping each other.
ANON-61AG-HN7U-H	School Governor	Yes	This is an exciting opportunity to streamline the provision of pastoral care and the delivery of the schools' broad curriculum for all the children. It will enable resources to be directed to where they are really needed and for a holistic approach to be taken to managing those resources as effectively and efficiently as possible.
ANON-61AG-HN7D-Z	School Governor	Yes	The school Governing Board formally federated previously and the GB has run this academic year as one board. It has proved time consuming to present separate papers and policies that clearly over arch both schools and by looking at our priority focus - the well being of all pupils, staff and the wider school community we would continue to benefit with a through school, in terms of continued rigorous governance and an appropriate non duplication of roles/ responsibilities and policies/ procedures that go across a through Primary School. This has not been a rushed consideration and wider independent research, discussion, with both informal and formal consultations plus meetings with all interested parties had underpinned the GB decision to amalgamate. We have an excellent Head teacher, solid GB, who are ready to look at the challenges ahead to maintain the excellent standards of teaching and learning, leadership, governance and the wider community positive impact whilst maintaining a village school presence in the BVT area. Many families already believe we are one school and with the amalgamation this will enable financial probity and continued energy, enthusiasm and high profile research for a cutting edge teaching and learning environment for all our pupils. As a governor I am proud to see how both schools can grow and continue to strive forward with educational excellence and be a flagship through primary school within the LA.
ANON-61AG-HN7K-7	School Governor	Yes	
ANON-61AG-HN7Y-N	Staff Member	Yes	



## 2: Factors relevant to all types of proposals

### Related proposals

Any proposal that is 'related' to another proposal must be considered together. A proposal should be regarded as 'related' if its implementation (or non-implementation) would prevent or undermine the effective implementation of another proposal. Decisions for 'related' proposals should be compatible.

Where a proposal is 'related' to another proposal to be decided by the [Regional Schools Commissioner](#) (RSC) (e.g. for the [establishment of a new free school established under the presumption route](#)) the decision-maker should defer taking a decision until the RSC has taken a decision on the proposal, or where appropriate, grant a conditional approval for the proposal.

### Conditional approval

Decision-makers may give conditional approval for a proposal subject to certain prescribed events<sup>1</sup>. The decision-maker must set a date by which the condition should be met but can modify the date if the proposer confirms, before the date expires, that the condition will be met later than originally thought.

The proposer should inform the decision-maker (and the Secretary of State via [schoolorganisation.notifications@education.gsi.gov.uk](mailto:schoolorganisation.notifications@education.gsi.gov.uk) for school opening or closure cases) when a condition is modified or met. If a condition is not met by the date specified, the proposal should be referred back to the decision-maker for fresh consideration.

### Publishing decisions

All decisions (rejected and approved – with or without modifications) must give reasons for such a decision being made. **Within one week** of making a decision the decision-maker should arrange (via the proposer as necessary) for the decision and the reasons behind it to be published on the website where the original proposal was published. The decision-maker must also arrange for the organisations below to be notified of the decision and reasons<sup>2</sup>:

- the LA (where the [Schools Adjudicator](#) or governing body is the decision-maker);
- the governing body/proposers (as appropriate);

<sup>1</sup> under paragraph 8 of Schedule 3 to the Prescribed Alterations Regulations (for prescribed alterations), regulation 16 of the Establishment and Discontinuance Regulations (for closures and new schools) and paragraph 16 of Schedule 1 to the Prescribed Alterations Regulations (for foundation and trust proposals).

<sup>2</sup> In the case of proposals to change category to foundation, acquire / remove a Trust and / or acquire / remove a Foundation majority the only bodies the decision-maker must notify are the LA and the governing body (where the Schools Adjudicator is the decision-maker).

- the trustees of the school (if any);
- the local Church of England diocese;
- the local Roman Catholic diocese; \_\_\_\_\_  
<sup>2</sup> Section 15(7)(b) of EIA 2006
- for a special school, the parents of every registered pupil at the school;
- any other organisation that they think is appropriate; and
- the Secretary of State via [schoolorganisation.notifications@education.gsi.gov.uk](mailto:schoolorganisation.notifications@education.gsi.gov.uk)  
(in school opening and closure cases only).

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## Consideration of consultation and representation period

The decision-maker will need to be satisfied that the appropriate fair and open local consultation and/or representation period has been carried out and that the proposer has given full consideration to all the responses received. If the proposer has failed to meet the statutory requirements, a proposal may be deemed invalid and therefore should be rejected. The decision-maker must consider **ALL** the views submitted, including all support for, objections to and comments on the proposal.

## Education standards and diversity of provision

Decision-makers should consider the quality and diversity of schools in the relevant area and whether the proposal will meet or affect the needs of parents; raise local standards and narrow attainment gaps.

## A school-led system with every school an academy,

The 2016 White Paper [Education Excellence Everywhere](#), sets out the department's aim that by the end of 2020, all schools will be academies or in the process of becoming academies. The decision-maker should, therefore, take into account the extent to which the proposal is consistent with this policy.

## Demand v need

Where a LA identifies the need for a new school, to meet basic need, section 6A of EIA 2006 places the LA under a duty to seek proposals to establish a free school via the '[free school presumption](#)'. However it is still possible to publish proposals for new maintained school outside of the competitive arrangements, at any time, in order to meet demand for a specific type of place e.g. places to meet demand from those of a particular faith.

In assessing the demand for new school places the decision-maker should consider the evidence presented for any projected increase in pupil population (such as planned

housing developments) and any new provision opening in the area (including free schools).

The decision-maker should take into account the quality and popularity of the schools in which spare capacity exists and evidence of parents' aspirations for a new school or for places in a school proposed for expansion. The existence of surplus capacity in neighbouring less popular schools should not in itself prevent the addition of new places.

Reducing surplus places is not a priority (unless running at very high levels). For parental choice to work effectively there may be some surplus capacity in the system as a whole. Competition from additional schools and places in the system will lead to pressure on existing schools to improve standards.

## School size

Decision-makers should not make blanket assumptions that schools should be of a certain size to be good schools, although the viability and cost-effectiveness of a proposal is an important factor for consideration. The decision-maker should also consider the impact on the LA's budget of the need to provide additional funding to a small school to compensate for its size.

## Proposed admission arrangements

In assessing demand the decision-maker should consider all expected admission applications, not only those from the area of the LA in which the school is situated.

Before approving a proposal that is likely to affect admissions to the school the decision-maker should confirm that the admission arrangements of the school are compliant with the [School Admissions Code](#). Although the decision-maker cannot modify proposed admission arrangements, the decision-maker should inform the proposer where arrangements seem unsatisfactory and the admission authority should be given the opportunity to revise them.

## National Curriculum

All maintained schools must follow the [National Curriculum](#) unless they have secured an exemption for groups of pupils or the school community<sup>3</sup>.

## Equal opportunity issues

The decision-maker must have regard to the Public Sector Equality Duty (PSED) of LAs/governing bodies, which requires them to have 'due regard' to the need to:

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<sup>3</sup> Under sections: 90, 91, 92 and 93 of the Education Act 2002.

- eliminate discrimination;
- advance equality of opportunity; and
- foster good relations.

The decision-maker should consider whether there are any sex, race or disability discrimination issues that arise from the changes being proposed, for example that where there is a proposed change to single sex provision in an area, there is equal access to single sex provision for the other sex to meet parental demand. Similarly there should be a commitment to provide access to a range of opportunities which reflect the ethnic and cultural mix of the area, while ensuring that such opportunities are open to all.

## Community cohesion

Schools have a key part to play in providing opportunities for young people from different backgrounds to learn with, from and about each other; by encouraging, through their teaching, an understanding of, and respect for, other cultures, faiths and communities. When considering a proposal, the decision-maker must consider its impact on community cohesion. This will need to be considered on a case-by-case basis, taking account of the community served by the school and the views of different sections within the community.

## Travel and accessibility

Decision-makers should satisfy themselves that accessibility planning has been properly taken into account and the proposed changes should not adversely impact on disadvantaged groups.

The decision-maker should bear in mind that a proposal should not unreasonably extend journey times or increase transport costs, or result in too many children being prevented from travelling sustainably due to unsuitable walking or cycling routes.

A proposal should also be considered on the basis of how it will support and contribute to the LA's duty to promote the use of sustainable travel and transport to school.

Further information is available in the statutory [Home to school travel and transport guidance](#) for LAs.

## Funding

The decision-maker should be satisfied that any land, premises or necessary funding required to implement the proposal will be available and that all relevant local parties (e.g. trustees or religious authority) have given their agreement. A proposal **cannot** be approved conditionally upon funding being made available.

Where proposers are relying on the department as the source of capital funding, there can be no assumption that the approval of a proposal will trigger the release of capital

### 3: Factors relevant to prescribed alteration proposals:

#### Enlargement of premises

When deciding on a proposal for an expansion on to an additional site (a ‘satellite school’), decision-makers will need to consider whether the new provision is genuinely a change to an existing school or is in effect a new school (which would trigger the free school presumption in circumstances where there is a need for a new school in the area<sup>4</sup>).

Decisions will need to be taken on a case-by-case basis, but decision-makers will need to consider the following non-exhaustive list of factors which are intended to expose the extent to which the new site is integrated with the existing site, and to ensure that it will serve the same community as the existing site:

- **The reasons for the expansion**
  - What is the rationale for this approach and this particular site?
- **Admission and curriculum arrangements**
  - How will the new site be used (e.g. which age groups/pupils will it serve)?
  - What will the admission arrangements be?
  - Will there be movement of pupils between sites?
- **Governance and administration**
  - How will whole school activities be managed?
  - Will staff be employed on contracts to work on both sites? How frequently will they do so?
  - What governance, leadership and management arrangements will be put in place to oversee the new site (e.g. will the new site be governed by the same governing body and the same school leadership team)?
- **Physical characteristics of the school**
  - How will facilities across the two sites be used (e.g. sharing of the facilities and resources available at the two sites, such as playing fields)?
  - Is the new site in an area that is easily accessible to the community that the current school serves?

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<sup>4</sup> Or require an proposal under section 11 of the EIA 2006 for a new maintained school.

## 5: Factors relevant to discontinuance (closure) proposals

### Closure proposals (under s15 EIA 2006)

The decision-maker should be satisfied that there is sufficient capacity to accommodate displaced pupils in the area, taking into account the overall quality of provision, the likely supply and future demand for places. The decision-maker should consider the popularity with parents of the schools in which spare capacity exists and evidence of parents' aspirations for those schools.

### Schools to be replaced by a more successful/popular school

Such proposals should normally be approved, subject to evidence provided.

### Schools causing concern

In determining proposals decision-makers must ensure that the guidance on [schools causing concern](#) (Intervening in falling, underperforming and coasting schools) has been followed where necessary.

### Rural schools and the presumption against closure

There is a [presumption against the closure of rural schools](#). This does not mean that a rural school will never close, but the case for closure should be strong and the proposal clearly in the best interests of educational provision in the area<sup>6</sup>. Those proposing closure should provide evidence to show that they have carefully considered the following:

- alternatives to closure including the potential for federation with another local school or conversion to academy status and joining a multi-academy trust or umbrella trust to increase the school's viability;
- the scope for an extended school to provide local community services; and facilities e.g. child care facilities, family and adult learning, healthcare, community internet access etc.;
- the transport implications; and
- the overall and long term impact on local people and the community of closure of the village school and of the loss of the building as a community facility.

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<sup>6</sup> Not applicable where a rural infant and junior school on the same site are closing to establish a new primary school on the same site(s).



## 2: Prescribed alteration changes

### Enlargement of premises

Details of how [special schools can increase their intake](#) are covered below.

**Local authorities** are under a statutory duty to ensure the sufficiency of school places in their area. They can propose an enlargement of the premises of community foundation and voluntary schools. When doing so they must follow the statutory process as set out in the [Prescribed Alterations Regulations](#) (see [part 5](#)) if:

- the proposed enlargement of the premises of the school is permanent (longer than three years) and would increase the capacity of the school by:
  - more than 30 pupils; **and**
  - 25% or 200 pupils (whichever is the lesser).
- the proposal involves the making permanent of any temporary enlargement (that meets the above threshold).

Where a proposal seeks to increase the school's pupil number to over 2,000 or would result in an increase of over 50% of the school's current capacity, the LA should copy the proposal to [schoolorganisation.notifications@education.gsi.gov.uk](mailto:schoolorganisation.notifications@education.gsi.gov.uk) for monitoring purposes.

**Governing bodies of all categories** of mainstream schools and LAs can propose smaller expansions that do not meet the thresholds above without the need to follow the formal statutory process in [part 4](#). In many cases this can be achieved solely by increasing the school's published admissions number (PAN); please see [the School Admissions Code](#).

The table below sets out who can propose an enlargement of premises and what process must be followed:

Proposer	Type of proposal	Process	Decision-maker	Right of appeal to the adjudicator
LA for community	Enlargement of premises	Statutory process	LA	CofE Diocese RC Diocese
LA for voluntary or foundation	Enlargement of premises	Statutory process	LA	CofE Diocese RC Diocese GB / Trustees

governing body in the case of voluntary aided (VA) and foundation schools) must consult on the proposed change in accordance with [the School Admissions Code](#). Community and VC schools have the right to object to the Schools' Adjudicator if the PAN proposed is lower than they would wish.

## Change of age range

For changes that are expected to be in place for more than 2 years (as these are considered permanent increases):

**Local authorities** can propose:

- a change of age range of up to 2 years (except for adding or removing a sixth-form) for voluntary and foundation schools by following the non-statutory process, see [part 4](#).
- a change of age range of 1 year or more for community schools (including the adding or removal of sixth-form or nursery provision) and community special schools or alter the upper age limit of a foundation or voluntary school to add sixth-form provision by following the statutory process, see [part 5](#).

**Governing bodies** of foundation and voluntary schools can propose

- an age range change of up to 2 years (except for adding or removing a sixth-form) by following the non-statutory process, see [part 4](#).
- an age range change of 3 years or more or alter the upper age limit of the school to add or remove sixth form provision by following the statutory process, see [part 5](#).

**Governing bodies** of community schools can propose the alteration of their upper age limit to add sixth-form provision following the statutory process, see [part 5](#)

**Governing bodies** of community special and foundation special schools can propose a change of age range of 1 year or more following the statutory process, see [part 5](#).

Where a proposed age range change would also require an expansion of the school's premises, the LA or governing body must also ensure that they act in accordance with the requirements relating to proposals for the [enlargement of premises](#).

Where a proposal seeks to change the age range of a primary school to make it an all-through (cross phase) school the proposer (as set out below) should copy the

proposal to [schoolorganisation.notifications@education.gov.uk](mailto:schoolorganisation.notifications@education.gov.uk) for monitoring purposes.

The table below sets out who can propose a change of age range and what process must be followed:

Proposer	Type of proposal	Process	Decision-maker	Right of appeal to the adjudicator
LA for voluntary and foundation	Alteration of upper or lower age range of up to 2 years (excluding adding or removing a sixth form)	Non statutory process	LA	NA
GB of voluntary and foundation	Alteration of upper or lower age range by up to 2 years (excluding adding or removing a sixth-form)	Non statutory process	GB	N/A
GB of voluntary and foundation	Alteration of upper or lower age range by three years or more	Statutory process	LA	CofE Diocese RC Diocese GB / Trustees
LA for community and community special	Alteration of upper or lower age range by 1 year or more (for community school including the adding or removal of sixth form or nurse provision)	Statutory process	LA	CofE Diocese RC Diocese
GB foundation special	Alteration of upper or lower age range by one year or more	Statutory process	LA	CofE Diocese RC Diocese GB / Trustees

Proposer	Type of proposal	Process	Decision-maker	Right of appeal to the adjudicator
GB community special	Alteration of upper or lower age range by one year or more	Statutory process	LA	CofE Diocese RC Diocese
LA for community	Alteration of upper age range so as to add or remove sixth-form provision	Statutory process	LA	CofE Diocese RC Diocese
LA for voluntary and foundation	Alteration of upper age range so as to add sixth-form provision.	Statutory process	LA	CofE Diocese RC Diocese GB / Trustees
GB of voluntary and foundation	Alteration of upper age range so as to add sixth-form provision	Statutory process	LA	CofE Diocese RC Diocese GB / Trustees
GB of community	Alteration of upper age range so as to add sixth-form provision	Statutory process	LA	CofE Diocese RC Diocese
GB of voluntary and foundation	Alteration of upper age range so as to remove sixth-form provision	Statutory process	LA	CofE Diocese RC Diocese GB / Trustees

NB: the LA must make a decision within a period of two months of the end of the representation period or they must be referred to the [Schools Adjudicator](#).

## Adding or removing a sixth-form

The department wants to ensure that all new provision is of the highest quality and provides genuine value for money. There is a departmental expectation that proposals for the addition of sixth-form provision will only be put forward for secondary schools that are rated as 'good' or 'outstanding' by Ofsted. Proposers should also consider the supply of other local post-16 provision in the area and assess if there is a genuine need for the proposal.

When deciding a proposal for the closure of a rural primary school, there is a legal requirement<sup>2</sup> that the decision-maker must refer to the [Designation of Rural Primary Schools \(England\) Order](#) to confirm that the school is a rural primary school.

Secondary schools are identified on the EduBase system using the Office for National Statistics' [Rural and Urban Area Classification](#). Decision-makers should consider this indicator when deciding a proposal for the closure of a rural secondary school.

The [free school presumption](#) will not apply in cases where a rural infant and junior school on the same site are being closed to establish a new primary school.

In order to assist the decision-maker, the proposer of a rural school closure should provide evidence to show that it has carefully considered:

- alternatives to closure including: federation with another local school; conversion to academy status and joining a multi-academy trust; the scope for an extended school to provide local community services and facilities e.g. child care facilities, family and adult learning, healthcare, community internet access etc.;
- transport implications i.e. the availability, and likely cost of transport to other schools and sustainability issues; and
- the overall and long term impact on local people and the community of the closure of the village school and of the loss of the building as a community facility.

## Amalgamations

There are two ways to amalgamate two (or more) existing maintained schools:

- The LA or governing body (depending on school category) can publish a proposal to close two, or more, schools and the LA or a proposer other than the LA (e.g. diocese, faith or parent group, Trust) depending on category, can publish a proposal to open a new school or presumption free school (see [part 2](#)). This results in a new school number being issued.
- The LA and / or governing body (depending on school category) can publish a proposal to close one school (or more) and enlarge / change the age range / transfer site (following the statutory process as / when necessary) of an existing school, to accommodate the displaced pupils. The remaining school would retain its original school number, as it is not a new school, even if its phase has changed.

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<sup>2</sup> Section 15(7)(b) of EIA 2006



## Appendix 5 – Public Report

### SCHOOL ORGANISATION PROPOSAL:

#### Bournville Infant and Bournville Junior Schools

- Discontinuation of Bournville Infant School
- Alteration to the Lower Age Limit and Expansion by Enlargement of Bournville Junior School

Consultation with Ward Councillors/Executive Member for Bournville & subsequently Bournville & Cotteridge Ward (due to change in ward boundaries.)

Councillor Name	Date	Method of Consultation	Comments
Cllr. Timothy Huxtable	16 <sup>th</sup> January 2018 (pre-statutory consultation) 14 <sup>th</sup> June 2018 (statutory consultation)	E Mail	No comments received
Cllr. Mary Locke	16 <sup>th</sup> January 2018 (pre-statutory) 14 <sup>th</sup> June 2018 (statutory consultation)	E Mail	No comments received
Cllr. Robert Sealey	16 <sup>th</sup> January 2018 (pre-statutory) 14 <sup>th</sup> June 2018 (statutory consultation)	E Mail	No comments received
Cllr. Liz Clements	14 <sup>th</sup> June 2018 (statutory consultation)	E Mail	No comments received
Cllr. Kate Booth	14 <sup>th</sup> June 2018 (statutory consultation)	E Mail	No comments received
Cllr. Jayne Francis	14 <sup>th</sup> June 2018 (statutory consultation)	E Mail	No comments received

