



Shropshire Council
Legal and Democratic Services
Shirehall
Abbey Foregate
Shrewsbury
SY2 6ND

Date: Date Not Specified

Committee:

Decision Making Session by Portfolio Holder for Children's Services

Date: Wednesday, 19 November 2014

Time: 4.00 pm

Venue: Room 1S 131, Shirehall, Abbey Foregate, Shrewsbury, Shropshire, SY2 6ND

You are requested to attend the above meeting.
The Agenda is attached

Claire Porter
Head of Legal and Democratic Services (Monitoring Officer)

Member of Decision Making Session by Portfolio Holder for Children's Services

Ann Hartley

Your Committee Officer is:

Penny Chamberlain Principal Committee Officer

Tel: 01743 252729

Email: penny.chamberlain@shropshire.gov.uk

AGENDA

1 **Woodlands School, Wem - Extension of Age Range** (Pages 1 - 14)

Report of the Director of Children's Services is attached marked 1.

Contact: Karen Bradshaw (01743 254201)

Note: Portfolio Holder Decision Making Sessions are not open to the public. However members of the public are welcome to submit a request to address or ask a question of the Member making the portfolio decision. Any request should be submitted in writing to the Chief Executive at The Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND by no later than 2 clear working days before the proposed Member Session. This is to ensure that the individual member has sufficient time to decide whether or not to hear such persons and if so the arrangements to be made. If you would like further details please telephone 01743 252729 or email penny.chamberlain@shropshire.gov.uk

Agenda Item 1



<u>Portfolio Holder Decision</u> <u>Making Session and date/time</u>
Wednesday 19 th November 2014
4pm.

<u>Item</u>
1
<u>Public</u>

WOODLANDS SCHOOL, WEM – EXTENSION OF AGE RANGE

Responsible Officer

Email: Carl.wellington@shropshire.gov.uk Tel: 01743 254434 Fax: 01743 254500

1. Summary

In February 2013, Cabinet approved a strategy to develop localised “hub” provision for pupils with special educational needs in Shropshire. As part of this strategy, the Kettlemere Centre will open as Local Authority (LA) provision on the Lakelands Academy site in Ellesmere in April 2015.

At the same time the LA intends to extend the age range of provision at Woodlands School, Wem from 11-16 to 9-16 years. The proposal does not increase the total number of places at the school, which will remain at 56. The accommodation for the additional two year groups will be sited on the campus of Holy Trinity CE Primary School, Middleton Road, Oswestry, SY11 2LF, within separate, specially-resourced rooms and will provide 12 places on the site.

2. Recommendations

It is recommended that the LA, as the determining body in this case, approves the proposal without condition.

Reasons for decision:

- I. This proposal will extend the specialist education provision currently provided at Woodlands School to younger age groups in Shropshire. It will also provide additional specialist localised provision within the county, reducing the cost of out-county placement.
- II. The provision will enable pupils to access a carefully planned personalised programme to support their learning so that they can either re-integrate into a mainstream setting, or continue to follow a more specialist approach to learning at Woodlands School.
- III. The proposal has received no objections or adverse comments or representations following both informal and formal consultation.
 - One supporting response was received, from Lichfield Diocese, at the informal consultation stage.

REPORT

3. Risk Assessment and Opportunities Appraisal

(NB This will include the following: Risk Management, Human Rights, Equalities, Community, Environmental consequences and other Consultation)

There are no perceived issues in respect of the above in this proposal.

4. Financial Implications

	Costs		Income / Savings	
	Revenue	Capital	Revenue	Capital
<i>First financial year</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>
<i>Full financial year</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>
<i>One-off</i>	<i>n/a</i>	<i>50,000</i>	<i>n/a</i>	<i>n/a</i>
<i>On-going annual</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>
<i>Please provide a summary of how costs and income/savings values are calculated.</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>
<i>Please provide a summary of how the net costs will be funded.</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>	<i>n/a</i>

Woodlands School will receive no additional funding for the running of the Holy Trinity premises.

5. Background

Woodlands School currently provides specialist education for secondary school age children who have Special Educational Needs (SEN) in the area of social, emotional and mental health and who have found a mainstream setting highly challenging. The aim of this proposal is to extend this provision to 9 and 10 year olds, and this proposal will also provide additional specialist localised provision in Shropshire.

The provision will enable pupils to access a carefully planned personalised programme to support their learning so that they can either re-integrate into a mainstream setting, or continue to follow a more specialist approach to learning at Woodlands School.

6. Additional Information

Following significant internal discussion with strategic groups, pre-statutory consultation took place through the following forums during June and July 2014. Both the SEN Strategy Group and the

Specialist Placement Sub-group feed into the 0-25 SEND Board where there is parent/carer representation:

- SEN Strategy Group (Head Teacher representatives from mainstream and special schools and LA officers responsible for SEN provision) - **confidential**
- Specialist Placement Sub-group - **confidential**
- Monitoring Committee at Woodlands School, Wem – **Minute extract appended to Full Proposal which is attached at Appendix B**
- Interim Executive Board of Holy Trinity School, Oswestry – **Minute extract appended to Full Proposal which is attached at Appendix B**
- Following this, letters were sent to the parents/carers of pupils currently on roll at both Woodlands School and Holy Trinity CE Primary School, and copies were sent to the Diocese of Lichfield and surrounding Local Authorities with pupils attending Woodlands School – **Copies appended to Full Proposal which is attached at Appendix B**

The LA received one response to the informal consultation, as follows:

- The Diocese of Lichfield support the proposal.

A subsequent formal consultation, including a statutory public notice and 4-week representation period received no further responses.

7. Conclusions

Responses to consultation being only in favour of this proposal, the LA concludes that there is no reason for this identified provision not to proceed to be established.

List of Background Papers (This MUST be completed for all reports, but does not include items containing exempt or confidential information):

- Public Notice 9th October 2014
- Full Proposal 9th October 2014, including:
- Extract of minute of Monitoring Committee at Woodlands School, Wem (Appendix A of full proposal)
- Extract of minute of Interim Executive Board of Holy Trinity School, Oswestry (Appendix B of full proposal)
- Woodlands/Holy Trinity Parents Letters September 2014 (Appendix C of full proposal)

Key Decision: Yes/No

Included within Forward Plan: Yes/No

If a Key Decision and not included in the Forward Plan have the General Exception or Special Urgency Procedures been complied with: Yes/No

Name and Portfolio of Executive Member responsible for this area of responsibility: Ann Hartley - Children's Services

Local Member:

Martin Bennett (Oswestry East) Peter Cherrington (Oswestry East)

Appendices:

A – Public Notice 9th October 2014

B – Full Proposal 9th October 2014, including:

- Minutes of Monitoring Committee at Woodlands School (Appendix A of full proposal)
- Extract of Minutes of Interim Executive Board of Holy Trinity School, Oswestry (Appendix B of full proposal)
- Woodlands/Holy Trinity Parents' Letters September 2014 (Appendix C of full proposal)

Declaration of Interest

- I have no interest to declare in respect of this report

Signed Date

NAME:

PORTFOLIO HOLDER FOR:

- I have to declare an interest in respect of this report

Signed Date

NAME:

PORTFOLIO HOLDER FOR:

(Note: If you have an interest you should seek advice as to whether it is appropriate to make a decision in relation to this matter.)

For the reasons set out in the report, I agree the recommendation(s) in the report entitled

Signed

Portfolio Holder for

Date

If you have any additional comment which you would want actioned in connection with your decision you should discuss this with the report author and then set out your comment below before the report and pro-forma is returned to Democratic Services for processing.

Additional comment :

.....

.....

Note: If you do not wish to approve the recommendations, or wish to make an alternative decision, it is important that you consult the report author, Head of Legal and Democratic Services, Chief Executive and the Head of Finance, Governance and Assurance (S151 Officer) and, if there are staffing implications the Head of Human Resources (or their representatives) so that (1) you can be made aware of any further relevant considerations that you should take into account before making the decision and (2) your reasons for the decision can be properly identified and recorded, as required by law.

Note to Portfolio Holder: Your decision will now be published and communicated to all Members of Council. If the decision falls within the criteria for call-in, it will not be implemented until five working days have elapsed from publication.

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Appendix A

Extension of Age Range at Woodlands School, Wem.

Notice is given in accordance with The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 that the Local Authority, Shropshire Council, intends to make a prescribed alteration at Woodlands School, The Woodlands Centre, Tilley Green, Wem, Shrewsbury, SY4 5PJ with effect from 5th January 2015.

The Local Authority (LA) intends to extend the age range of provision at the school from 11-16 to 9-16 years. The proposal does not increase the total number of places at the school, which will remain at 56. The accommodation for the additional two year groups will be sited on the campus of Holy Trinity CE Primary School, Middleton Road, Oswestry, SY11 2LF, within separate, specially-resourced rooms and will provide 12 places on the site.

This Notice is an extract from the complete proposal. Copies of the complete proposal can be obtained from: The Director of Children's Services - Learning & Skills (ref: SEN provision Woodlands School) Shropshire Council, Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND, or can be accessed at www.shropshire.gov.uk; or by e-mailing jenny.crowder@shropshire.gov.uk

Within four weeks from the date of publication of this proposal, any person may make comments or object to the proposal by sending them to: The Director of Children's Services – Learning & Skills (ref: Woodlands School) Shropshire Council, Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND; or by e-mailing jenny.crowder@shropshire.gov.uk

Signed

A handwritten signature in blue ink that reads "K Bradshaw". A horizontal line is drawn underneath the signature.

Karen Bradshaw, Director of Children's Services, Shropshire Council

Publication Date: 9th October 2014

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Extension of Age Range at Woodlands School.

It is proposed, in accordance with The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 that the Local Authority, Shropshire Council, intends to make a prescribed alteration at Woodlands School, The Woodlands Centre, Tilley Green, Wem, Shrewsbury, SY4 5PJ from 5th January 2015.

Description of Alteration

The Local Authority (LA) intends to extend the age range of provision at the school from 11-16 to 9-16 years. The proposal does not increase the total number of places at the school, which will remain at 56. The accommodation for the additional two year groups will be sited on the campus of Holy Trinity CE Primary School, Middleton Road, Oswestry, SY11 2LF, within separate, specially-resourced rooms and will provide a maximum of 12 places on the site.

Objectives

Woodlands School provides specialist education for children who have Special Educational Needs (SEN) in the area of social, emotional and mental health and who have found a mainstream setting highly challenging. The aim of this proposal is to extend, to 9 and 10 year olds, this provision, and this proposal will also provide additional specialist localised provision in Shropshire.

The provision will enable pupils to access a carefully planned personalised programme to support their learning so that they can either re-integrate into a mainstream setting, or continue to follow a more specialist approach to learning at Woodlands School.

Effect on other schools or educational establishments

There will be little or no effect on the day to day running of Holy Trinity School. There will be no effect on other schools as this is a specially resourced provision, separately provided to all other mainstream and special school provision within the county.

Consultation

Following significant internal discussion with strategic groups, pre-statutory consultation took place through the following forums during June and July 2014:

- SEN Strategy Group (Head Teacher representatives from mainstream and special schools and LA officers responsible for SEN provision)
- Specialist Placement Planning Board
- Monitoring Committee at Woodlands School, Wem – Appendix A
- Interim Executive Board of Holy Trinity School, Oswestry – Appendix B

Following this, letters were sent to the parents/carers of pupils currently on roll at both Woodlands School and Holy Trinity CE Primary School, and copies were sent to the Diocese of Lichfield and surrounding Local Authorities with pupils attending Woodlands School – Appendix C

The LA received one response to the informal consultation, as follows:

- The Diocese of Lichfield support the proposal.

Following this informal consultation and consideration of the responses received, the proposal is taken forward as detailed in this notice.

Project costs

The estimated cost of the project is £50,000.

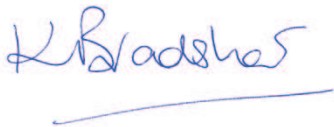
Implementation

It is intended that this proposal will be implemented on 5th January 2015.

Objections and comments

Within four weeks from the date of publication of this proposal, any person may make comments or object to the proposal by sending them to: The Director of Children's Services – Learning & Skills (ref: Woodlands School) Shropshire Council, Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND; or by e-mailing jenny.crowder@shropshire.gov.uk

Signed

A handwritten signature in blue ink that reads "K Bradshaw". The signature is written in a cursive style and is underlined with a single horizontal line.

Karen Bradshaw, Director of Children's Services, Shropshire Council

Publication Date: 9th October 2014

Appendix A

Woodlands School Monitoring Meeting

24th June 2014 @ 4.30pm
Extract from Minutes

Present: Robin Wilson (RW), Edwin Thorpe (ET) (Chair), Pauline Jones (PJ), Paul Nicholson (PN), Nic Carter (NC) (left at 7.00pm), Bernard Wills (BW), Louise Mallett (LM) (left at 7.10pm) Christine Humphreys (CH) (minutes)

Item	Discussion	Impact / Actions
5.	<p>Headteacher's Report</p> <p>The focus for this meeting is to be on Pupil Progress to include:</p> <ul style="list-style-type: none">• Proposal to Manage an Off-Site Primary Proposal Handed out, looking at setting up site in Oswestry area in January 2015 (initially it was going to be September 2014 but a lot of work needed on the set up) <p>RW looking for outline consent to take the proposal further as there are potential 10-15 pupils with 6 ready and waiting now, all from the Oswestry area. If successful as pilot other placements will be put in place. Oswestry and any additional units would act as a feeder school for Woodlands.</p> <p>Governors raised concern over the availability of RW's time and funding costs as start up expenses to cover Building work, furniture etc. need to be factored in. RW would be looking at having control of the start up funding.</p> <p>All governors accept in principal and agree 100% providing no financial cost to the school. Governors would be looking for reimbursement for any time spent by RW setting up the unit even if it did not go ahead. Also setting up needs to be done on a timetable that is relevant and practical.</p> <p>Woodland School will benefit and current staffing levels will be able to cover the 6 pupils at the unit.</p>	

Appendix B

HOLY TRINITY CE PRIMARY SCHOOL, OSWESTRY

MEETING OF THE INTERIM EXECUTIVE BOARD

WEDNESDAY 18 JUNE 2014 at 4.00 PM

Extract from minutes

8. Woodlands

Anne Gribbin reported to the IEB that the local authority is looking at a range of hubs that would provide localised SEN provision. The school had already engaged with Woodlands with regard to work on behaviour. There was a need for some small-scale provision local to the Oswestry area which focused on high-needs SEN support.

A feasibility study had been carried out to consider whether the MAT building might be a suitable location for a hub. This would be small-scale provision for year five/year six pupils with SEN behavioural needs. The initial findings indicated that it would be feasible to take the project further.

Woodlands is currently a secondary school and would need to be re-designated to work with pupils at this phase of provision. Decisions were imminent about the transfer of buildings on the Holy Trinity site with the move to academy status. The talks between Jenny Crowder and Steve Rayner had linked into this discussion. Legal considerations as to the licensed use of buildings on conversion to academy status were happening at the right time for this project.

The space under consideration is currently mothballed. The need for provision for these children, who were currently travelling by taxi some distance to access provision, was strong. The proposed hub would not be a part of Holy Trinity School but a part of Woodlands School on the same site. The hub would be separated from the rest of Holy Trinity School, although the school could benefit from staff training opportunities on a shared site.

IEB members considered the proposal to be a sensible use of the accommodation and to be of benefit local children and their specific needs.

Appendix C

Letter to the parents of Woodlands School pupils

9th September 2014

Dear Parents / Carers

RE: Proposal to re-designate Woodlands School to include pupil aged 9 and 10 years

I am writing to you as part of an informal consultation process for the above proposal. The Local Authority (LA) has identified a small number of pupils who are subject to an Education, Health & Care Plan (EHCP), formerly known as a Statement of Special Education Needs, who need a specialist placement. Currently there is no specialist provision for pupils with an identified SEBD need at primary level within Shropshire. In order to provide specialist provision for this group Woodlands School has been requested to consider re-designation to accommodate these pupils.

The proposal would be to develop accommodation at Holy Trinity C of E Primary School site in Oswestry. The intention would be to develop some existing accommodation which is available at Holy Trinity School for these purposes. The admissions process would be the same as pupils who currently attend Woodlands School; all pupils will have gone through the new rigorous assessment, including full consultation with parents, leading to an EHCP.

Comments from parents and carers of existing pupils would be very welcome and will be shared and discussed with the LA. If it is decided to proceed with the proposal a public notice would be published and a formal four week consultation period would apply where further comments can be registered for consideration.

If you would like any further information about the proposal please contact the school. Comments can be registered by the 29th of September 2014 either by writing to the Local Authority, reference The Woodlands School, to The Director of Children's Services, Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND, or emailing jenny.crowder@shropshire.gov.uk. Alternatively you can contact the school and we will ensure your comments are passed onto the Local Authority.

Yours sincerely

Robins Wilson

HEAD OF CENTRE

RW/JC/LETTERS TO PARENTS /SEPT2014

Letter to the parents of Holy Trinity School pupils

9th September 2014

Dear Parents / Carers

RE: Proposal to re-designate Woodlands School to include pupils aged 9 and 10 years

I am writing to you as part of an informal consultation process for the above proposal. The Local Authority (LA) has identified a small number of pupils who are subject to an Education, Health & Care Plan (EHCP), formerly known as a Statement of Special Education Needs, who need a specialist placement. Currently there is no specialist provision for pupils with an identified SEBD need at primary level within Shropshire. In order to provide specialist provision for this group Woodlands School has been requested to consider re-designation to accommodate these pupils.

The proposal would be to develop accommodation at Holy Trinity C of E Primary School site in Oswestry. The intention would be to develop some existing accommodation which is available at Holy Trinity School for these purposes. The admissions process would be the same as pupils who currently attend Woodlands School; all pupils will have gone through the new rigorous assessment, including full consultation with parent, leading to an EHCP. As this accommodation/provision is separate to the school, it is considered that there will be no effect on the day to day running of Holy Trinity CE Primary School.

Comments from parents and carers of existing pupils would be very welcome and will be shared and discussed with the LA. If it is decided to proceed with the proposal a public notice would be published and a formal four week consultation period would apply where further comments can be registered for consideration.

If you would like any further information about the proposal please contact the school. Comments can be registered by the 29th of September 2014 either by writing to the Local Authority, reference The Woodlands School, to The Director of Children's Services, Shirehall, Abbey Foregate, Shrewsbury, SY2 6ND, or emailing jenny.crowder@shropshire.gov.uk. Alternatively you can contact the school and we will ensure your comments are passed onto the Local Authority.

Yours sincerely

Pam Edwards
Headteacher