



**Southend-on-Sea Borough Council**  
**Report of the Chief Executive or Corporate Director for**  
**People**  
**to**  
**Cabinet**  
**on**  
**January 2019**

**Agenda  
Item No.**

Report prepared by: June Edwards, School Development  
Manager

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**Consult on St Mary's Prittlewell Cof E Primary School Perminant Expansion following  
a period of Temporary Expansion**  
**The People Scrutiny Committee – Cabinet Member: Councillor Helen Boyd**

**A Part 1 Public Agenda item.**

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**1. Purpose of Report**

- 1.1. **To provide Cabinet with the results of the consultation to permanently set the pupil admission number (PAN) at St Mary's Prittlewell CofE Primary School at 90 pupils per year group, starting from admission into the reception year in September 2019.**
- 1.2. **Cabinet to agree to set a permanent pupil admission number (PAN) at St Mary's Prittlewell CofE Primary School at 90 pupils per year group, starting from admission to the reception year in September 2019 and work up through the school year on year until all year groups are at 90.**

**2. Recommendation**

- 2.1. **Cabinet agree to set the pupil admission numbers (PAN) at St Mary's Prittlewell CofE Primary School at 90 pupils per year group, starting from admission to the reception year in September 2019 and work up through the school year on year until all year groups are at 90.**

**3. Background**

- 3.1 **In September 2013 as part of the early Primary Expansion Plan it was agreed that St Mary's would expand on a temporary basis from 60 per year group to 90 per year group starting from the reception class and increamenting yearly for two years. Accommodation was funded for this expansion by re-opening the old school site at East Street.**

- 3.2 In September 2015 as part of the second phase of the Primary Expansion Plan it was agreed that St Mary's would further expand, along with six other primary schools, from 90 per year group up to 120 per year group for four years starting from the reception class and incrementing yearly for four years.
- 3.3 Although St Mary's was expected to return to their original admission number of 60 from September 2019 the school governing body have requested to set their admission number at a higher admission number on a permanent basis. The DfE states that once a school has been expanded across all year groups it is considered a permanent expansion and must be formally set as such.
- 3.4 Following discussions with the school it was agreed that setting the permanent admission number at 90 would allow the school to stay in their current accommodation format of Reception and Year One being taught mainly in the East Street Annex and Years Two to Six being taught on the Boston Avenue site. The governing body have agreed this.
- 3.5 Consultation and responses: All stakeholders including parents and local residents were notified of the intention to publish a statutory notice. This notification was by the most appropriate method for the recipient including individual letter, e-mail and school website. **Appendix 1.**
- 3.6 The formal notice stage ran for just over four weeks from 29 October to the 30 November 2018. The statutory notice was published in the Yellow Advertiser during the week of the 22<sup>nd</sup> October 2018 and displayed at the school. **Appendix 2.**
- 3.7 Responses to the initial notification and/or statutory notice were invited by writing into the School Development Manager or by e-mail to a dedicated e-mail.
- 3.8 Unison trade union asked for confirmation that none of their members employed at the school would be affected. It was confirmed that there would be no negative impact on staffing.
- 3.9 No other responses/comments have been received by the School Development Team; from the dedicated e-mail; or via the school.

#### **4. Other Options**

- 4.1. Cabinet could agree to hold the school at its previous admission number of 60 or agree to increase to a higher admission number of 120. The lower number could lead to future shortage in places in the central area of the borough.
- 4.2. Setting the admission number at 120 across all year groups would require capital investment by the local authority to increase the schools accommodation. Current pupil place planning does not identify a need for 120 places across all year groups and places a risk of unused places either at St Mary's or other surrounding schools.

## **5. Reasons for Recommendations**

- 5.1. Returning to 60 could leave a shortage of places in the north/south corridor especially once all the current new housing developments are completed along Victoria Avenue. Forecasts indicate that agreeing to 90 will allow Southend Local Authority to meet its surplus margin of 5% to give parental choice across a wider selection of schools.

## **6. Corporate Implications**

None

### **6.1 Contribution to the Southend 2050 Road Map**

Fixing the places At St Mary's will ensure that there are suitable and sufficient places to enable our children to be school and life ready in the central area of the town.

### **6.2 Financial Implications**

No cost will be incurred by setting an admission number of 90. The higher number of 120 would require capital investment to increase the schools accommodation.

### **6.3 Legal Implications**

A statutory process as prescribed by the Dept for Education states that all permanent changes to a schools pupil numbers that have involved expansion of their accommodation must be followed.

### **6.4 People Implications**

Setting the admission number at 90 will give greater parental choice of a school place across the central area of the town.

### **6.5 Property Implications**

None

### **6.6 Consultation**

Discussions between the Local Authority and the School's Governing Body preceded the publication as noted in section 5.

### **6.7 Equalities and Diversity Implications**

St Mary's is the only Church of England School within the borough. The school takes applications from all who apply and will accept any pupil as long as they have a space available and the application sits within their published admission criteria. By setting the future admission number at 90, instead of returning the admission number to 60, parents looking for a place at a Church of England school will have a greater possibility of gaining one. The school is accessible to all disabilities.

## 6.8 Risk Assessment

Risk of future insufficient places in Central Area – critical watch of pupil numbers in the area to ensure demand can be matched with places available.

## 6.9 Value for Money

The consultation will be mostly electronic contact with stakeholders thus minimising cost.

## 6.10 Community Safety Implications

No implications.

## 6.11 Environmental Impact

No impact.

## 7. Background Papers

- Making 'prescribed alterations' to maintained schools – Statutory guidance for proposers and decision-makers.  
<https://www.gov.uk/government/publications/school-organisation-maintained-schools>
- Report to Cabinet 19<sup>th</sup> June 2018 – Consult on St Mary's Prittlewell Cof E Primary School Permanent Expansion following a period of Temporary Expansion

## 8. Appendices

Appendix 1 – Notification of Consultation to Stakeholders  
Appendix 2 – Statutory Notice as published.