Statutory Consultation on the proposed reduction in Published Admission Numbers for Norbury Manor and Monks Orchard Primary Schools as part of the published admission arrangements for community schools, for the 2019/20 academic year

Consultation document

What are we consulting on?
Croydon Council would welcome your views on the proposed reduction of Norbury Manor Primary and Monks Orchard Primary Schools' Published Admission Number (PAN) for the 2019/20 academic year by 30 reception places each, as part of the community schools' published admission arrangements (Appendix 1).

Who we are consulting:
In accordance with the School Admissions Code (2014), we are consulting with key stakeholders, including;

- Monks Orchard Primary School – Head/Governing Body/staff;
- Norbury Manor Primary School – Head/Governing Body/staff;
- Parents/carers ;
- neighbouring Admission Authorities;
- local residents;
- Ward Members;
- anyone else who has an interest in the proposed changes.

Consultation period
This consultation will run for 6 weeks from 8 November 2017 to 20 December 2017.

Proposal
The proposal is to reduce the Published Admission Number (PAN) for Norbury Manor Primary School and Monks Orchard Primary School by one form of entry (1FE) – 30 reception pupils each - from September 2019.

Statutory requirement
The Council is the Admission Authority for community schools and is therefore responsible for consulting on the reduction of community schools' admission numbers, where necessary.

The School Admissions Code, December 2014, requires all admission authorities to publicly consult for a minimum of 6 weeks where a decrease in a school's PAN is proposed.

All admission authorities must set an admission number for each 'relevant age group' e.g. reception, as part of their admission arrangements.

Background
When planning primary school places, the borough is split into six planning areas - North West, East, Central, South, South East, and South West. Norbury Manor Primary School sits within the North West planning area and Monks Orchard Primary in the East.

The growth in Croydon's population over the last decade put pressure on primary school places, resulting in a huge expansion in capacity to meet the growth in demand. Borough-wide, we have since seen a decrease in the birth rate which has led to a higher than necessary level of surplus places in some of the educational planning areas across the borough; including the North West and East planning areas, where Norbury Manor and Monks Orchard Primary Schools are situated.

Information about Norbury Manor Primary School
Norbury Manor Primary is a Community School located at Abingdon Rd, London SW16 5QR. The school normally admits 3 classes, 90 reception pupils per year. However, due to a decrease in the demand for school places, we are proposing to reduce the school's PAN to 60 for the 2019/20 academic year.

Information about Monks Orchard Primary School
Monks Orchard Primary School is a Community School located at The Glade, Croydon CR0 7UF. The school normally admits 3 classes, 90 reception pupils per year. However, due to a decrease in the demand for school places, we are proposing to reduce the school's PAN to 60 for the 2019/20 academic year.

Why are we proposing to reduce the PAN of Norbury Manor and Monks Orchard Primary Schools?
A large portion of funding received by schools is directly related to the number of pupils attending the school. Too many vacancies in schools mean that schools will not receive the maximum revenue possible. Therefore we are proposing to reduce the number of available places to enable the schools to operate more efficiently and cost effectively.

Will there be sufficient places?
Due to the number of vacancies in reception at the beginning of the 2017/18 academic year in each school, we expect sufficient places to still be available for local children if the PANs are reduced.

What happens if there is an increase in demand?
We will closely monitor the number of applications received. In the event there is an increase in demand for primary school places that requires an additional classroom, the schools (Norbury Manor Primary School and/or Monks Orchard Primary School) will revert to their original PAN.

Are you proposing to make any other changes to the admission arrangements for community schools for 2019/20?
No, we are not proposing any other changes to the admission arrangements i.e. the admissions criteria for 2019/20 academic year. This was previously consulted on

between November and December 2016 and was agreed by the Council's Cabinet Committee in January 2017.

When are you proposing to reduce the PANs?
Subject to the outcome of the consultation and subsequent approval if it is determined that the changes will go ahead, the proposed changes will come into effect from September 2019.

Consultation Timetable

Date	Action
8 November 2017	Start of consultation
20 December 2017	End of consultation period and deadline for submitting views.
From 20 – 22 December 2017	Analysis of responses to consultation and draft consultation outcomes report
22 January 2018	Consultation outcomes report to Council's Cabinet Committee and schools' leadership team
29 January 2018	Determine Admission Arrangements at Full Council

How to give your views

This consultation period allows anyone with an interest to comment or raise any concerns about the proposed reduction to Norbury Manor Primary and Monks Orchard Primary Schools' Published Admission Numbers for the 2019/20 admission year. You can make representations by supporting or objecting to the proposed reduction of the PANs by:

➢ Completing the online questionnaire (insert link) or paper copy of the questionnaire (Annex A) and returning it by post to the address below or by email to the address below.

➢ Writing to:

Niora Amani
Croydon Council
School Admissions Service

4th Floor Zone A
Bernard Weatherill House
8 Mint Walk
Croydon CR0 1EA

➢ Email: school.admissions@croydon.gov.uk

All comments must be received by 20 December 2017.

Questionnaire

Section 1 – Monks Orchard Primary School

We are proposing to reduce the Published Admission Number (PAN) for Monks Orchard Primary School by 30 places (1FE) from September 2019.

1) Please tell us whether you support/do not support the proposal to reduce Monks Orchard Primary School's PAN from 90 to 60.

I support the proposed changes ☐

I do not support the proposed changes ☐

Not sure ☐

I am not affected by/do not want to answer questions about this proposed change ☐

2) If you do not support the proposed change, please tell us why.

3) We are keen to understand how the proposed reduction in PAN at Monks Orchard Primary School may affect you. Please use this space to tell us if you are impacted by the proposed change and how. What can we do to address any impacts you have mentioned?

Section 2 – Norbury Manor Primary School

We are proposing to reduce the Published Admission Number (PAN) for Norbury Manor Primary School by 30 places (1FE) from September 2019.

4) Please tell us whether you support/do not support the proposal to reduce the Norbury Manor Primary School's PAN from 90 to 60.

I support the proposed changes ☐
I do not support the proposed changes ☐
Not sure ☐
I am not affected by/do not want to answer questions about this proposed change ☐

5) If you do not support the proposed change, please tell us why.

6) We are keen to understand how the proposed reduction in PAN at Norbury Manor Primary School may affect you. Please use this space to tell us if you are impacted by the proposed change and how. What can we do to address any impacts you have mentioned?

7) Please use the space below if you have any other comments or views on the proposed admissions arrangements,

<u>**Section 3 – About You**</u>
We are endeavoring to receive comments from a broad range of people and families reflective of our community. In order to enable us to assess the degree to which this has been successful, it would be helpful if you could take a moment to complete the section below. You are not obliged to provide the below information, however if you are able to, the information you provide will only be used to allow us to assess how representative the responses received are, and will be used for no other purpose. Such information will only be retained and used for as long as is necessary. Where data is no longer required, they will be destroyed in line with relevant destruction policies and processes.

The Council will take all reasonable measures to ensure that any data provided will be protected against loss, misuse or hijack. Your information will not be retained or shared with any other parties or for any other purposes.

8) Please tell us who you are.

Member of staff at Monks Orchard Primary School	☐
School Governor at Monks Orchard Primary School	☐
Parent of a child/children at Monks Orchard Primary School	☐
Pupil at Monks Orchard Primary School	☐
Member of staff at Norbury Manor Primary School	☐

School Governor at Norbury Manor Primary School ☐
Parent of a child/children at Norbury Manor Primary School ☐
Pupil at Norbury Manor Primary School ☐
Member of staff at another school ☐
Parent of a child/children at another school ☐
Pupil at another school ☐
Local resident ☐
Prefer not to say ☐
Other (Please specify) _____

9) Gender:
Male ☐
Female ☐
Transgender ☐
Prefer not to say ☐

10) Age:

Under 15 ☐
16-18 ☐
19-25 ☐
26-34 ☐
35-44 ☐
45-54 ☐
55-64 ☐
65+ ☐
Prefer not to say ☐

11) Which of the following best describes your ethnic background?
White British ☐
White Irish ☐
White European ☐
Other white ☐
Mixed white and black Caribbean ☐
Mixed white and black African ☐
Mixed white and Asian ☐
Other mixed background ☐
Asian or Asian British: Indian ☐
Asian or Asian British: Pakistani ☐
Asian or Asian British: Bangladeshi ☐
Asian or Asian British: Chinese ☐
Other Asian or Asian British Background ☐
Black or Black British: Caribbean ☐
Black or Black British: African ☐
Other Black or Black British background ☐
Arabic ☐
Prefer not to say ☐
Other Please specify _____

12) Do you consider yourself to have a disability?
No ☐
Yes ☐
Prefer not to say ☐

13) Please specify
Mobility ☐
Visual impairment ☐
Hearing impairment ☐
Mental Health ☐
Learning disability ☐
Prefer not to say ☐
Other (Please specify)_____