

Cuddington Primary School Expansion Consultation

To Pupils, Parents/Carers, Staff, Governors and Stakeholders

26 September 2016

Cheshire West and Chester Borough Council is proposing to expand the capacity of Cuddington Primary School, Ash Road, Cuddington, Cheshire, CW8 2NY from 210 places to 315 primary age places by September 2017.

1. Why we are proposing to expand Cuddington Primary School

Cheshire West and Chester Borough Council (the Council) would like to expand Cuddington Primary School to help provide more places for local children. Cuddington Primary School is experiencing a shortfall of primary places due to an increase in population mainly from new housing developments within the area. Further housing developments are anticipated to generate more local pupils requiring a primary school place. The Council has a statutory duty to provide sufficient school places and is therefore proposing to provide additional school places by expanding Cuddington Primary School from 1 to 1.5 forms of entry (from 30 to 45 places for each year group from Reception to Year 6). The Governing Body of the school and the Council have agreed to carry out an informal public consultation on the proposal to permanently expand the school, and if it is agreed that the proposal should go ahead, additional accommodation would be provided to enable the school to expand in a managed and controlled manner.

2. Are there plans to show how this proposed expansion will be delivered on site?

The Council are in the very early stages of design proposals. An initial feasibility study is to be carried out in the autumn/winter term. This will provide the Council and the school with 'firmer' details of an anticipated work programme, timescales, construction phasing and the cost to the public purse. Representatives of the school will be involved in working with the design team to ensure that the school's views help inform the design process.

Should the proposal to enlarge the capacity of the school be agreed the required building works will be subject to a separate planning consultation process. Once plans have been sufficiently developed all, members of the public will have the opportunity to comment on the planning application necessary to implement them.

3. Will the school need to close during the proposed building work?

No. All of the building works will be planned carefully and contractors will work with the school to ensure that works are scheduled to keep disruption to an absolute minimum. The building site will be a secure area to ensure the health and safety of the children, staff, parents and visitors to the school.

4. How will the proposed expansion happen and how many children will there be at the school?

It is anticipated that the expansion would happen gradually, rather than in a single stage, so that the school would grow incrementally over as many as seven years until it reaches a maximum total of 315 pupils; however this process may be accelerated if there is sufficient demand for places across all year groups from the start of the expansion. The school and the governing body will manage the expansion of each year group and hence the admittance of additional pupils, together with the recruitment of additional teaching staff necessary to teach increased pupil numbers.

5. Will there be enough playground space?

As part of the feasibility study, the design team will focus on providing sufficient playground space for a 1.5 form entry school. The school would plan how to use the space to provide sufficient time for lunch, play and P.E.

6. The consultation process – indicative timeline

Date	Activity
26 September – 23 October 2016	Informal Public Consultation Period
4 October 2016 3pm to 6pm	Drop-in Meeting at the school for parents/carers, staff, governors & stakeholders
November 2016	The Director of Education decides whether to continue with the proposal. If so, a Public Notice will be published in a local newspaper, displayed at the school and available on the school's and the Council's website. During this time comments and objections can be made about the proposal. The Public Notice will run for four weeks.
January 2017	The Cabinet Member for Children and Young People considers all responses made and decides whether to go ahead.
Anticipated September 2017	Permanent expansion of the school if proposal agreed

7. How can I give my views?

There are a number of ways to give us your views on this proposal:

- At a drop-in for parents/carers, members of staff and governors is being held at the school on Tuesday 4 October 3pm to 6pm, where there will be the opportunity to ask questions and complete a response form.
- By sending the response form to Cheshire West and Chester Council, School Organisation Team (HQ Floor 1), 4 Civic Way, Ellesmere Port, CH65 0BE Alternatively, you may hand your response form in at the school. All written responses need to be received by midnight on 23 October 2016.
- By completing the online form at [Survey Form](#)
- By emailing schoolplanningandpolicy@cheshirewestandchester.gov.uk
- Visit www.cheshirewestandchester.gov.uk/cuddingtonprimaryconsultation for further information.

8. What happens next?

This consultation stage closes on midnight 23 October 2016. A report summarising the responses received during the consultation period will be submitted to the Director of Education who will then decide whether to proceed with the expansion proposal and publish statutory proposals in the form of a public notice. The public notice would be published in a local newspaper and for a period of four weeks following the publication date any person can comment on the proposals. Having taken into account any responses, the Cabinet Member for Children and Young People will then take a final decision as to whether to proceed with the proposals.

Whether the proposals for expansion go ahead or not will also be dependent on the planning application process for the proposed additional building spaces. The additional accommodation

required for the proposals will be subject to separate planning requirements which will include further public consultation.

Yours sincerely,

A handwritten signature in blue ink, consisting of several overlapping loops and a long horizontal stroke extending to the right.

Carolyn Davis
Senior Manager Education Infrastructure

Cuddington Primary School – public consultation feedback to be completed by deadline of midnight Sunday 23 October 2016

We would like your comments on the Council's proposals for Cuddington Primary School outlined in the accompanying consultation document. Please read this document before completing this survey.

Q1. Please tell us whether you agree or disagree with the proposal to increase the number of places available at Cuddington Primary School from 210 to 315 primary school places?

- Agree Disagree Not sure/don't know

Q2. Do you wish to make any additional comments with regards to the proposed change to enlarge the physical capacity of Cuddington Primary School to provide the accommodation necessary to enable an increase in the number of primary-aged pupils from 210 to 315 places?

About you

The information you give in this section is strictly confidential and will be used to analyse the responses. All questions are voluntary; please leave blank any you wish not to answer. No information will be released that would allow identification of you as an individual or of your household.

Q3. To which of the following categories do you belong?

- Parent/carer Pupil* Governor Member of school staff
- Local resident Other** ** Please specify.....

* Please ensure an adult knows you are completing this survey

Q4. Which school (if any) are you linked with

Q5. Please tell us your postcode (not full address).....

Please send any responses back by the deadline of midnight, Sunday 23 October 2016

- By post: Cheshire West and Chester Council, School Organisation Team (HQ Floor 1), 4 Civic Way, Ellesmere Port, CH65 0BE.
- Email: schoolplanningandpolicy@cheshirewestandchester.gov.uk

Thank you for completing this survey.

Additional Information

- Cheshire West and Chester Borough Council is a data controller under the Data Protection Act 1998 and will comply with the requirements of the Act at all times. The Council will ensure that your personal information is processed fairly and lawfully and in this instance used only for the purpose of validation, which will enable a fair and just consultation.
- At the end of the period of informal consultation the Council will complete an Equality Impact Assessment to see if the proposal could affect anyone unfairly. We welcome any comments you might wish to make that might help to inform this assessment.