

Proposal to establish a new primary school

To serve the village of Birstall
in Leicestershire

Information for Academy Proposers



Leicestershire County Council is inviting expressions of interest from Academy Proposers interested in sponsoring a new 210 place Primary School from September 2017 to serve the village of Birstall in Leicestershire. This document provides the background and specification for the new school, how it will be funded, the expected timescales for its development, information regarding how you can express an interest for its operation and how we will assess the strength of your application.

**The closing date for expressions of interest is
12 noon on Friday 4th March 2016**

Contents

| | |
|--|----|
| Introduction | 3 |
| Background | 4 |
| Why the additional primary places are necessary | 4 |
| Current arrangements | 4 |
| About the development | 4 |
| Specification | 5 |
| Location of the new school | 5 |
| How this will be established | 6 |
| How the new school will be built | 6 |
| Lease arrangements | 7 |
| Opening arrangements and School growth | 7 |
| Recreational facilities | 7 |
| Age Range | 7 |
| Gender | 7 |
| Admissions Criteria | 7 |
| Catchment Area | 7 |
| Equality and Diversity | 7 |
| Equality and Human Rights Impact Assessment (EHRIA) | 7 |
| Special Educational Needs | 8 |
| Extended Services | 8 |
| Home to School Transport | 8 |
| Funding Arrangements | 8 |
| Application Process | 9 |
| Proposed Timeline | 10 |
| Assessment Criteria | 11 |
| Delivering Excellence in Education | 12 |
| Leadership and Governance | 12 |
| Teaching and Learning | 12 |
| Working in Partnership | 13 |
| Building Stronger Communities | 13 |
| Involving Parents | 14 |
| Accountability | 14 |
| Compliance with Legislation | 15 |
| Contact Details and Further Information | 15 |
| You can view the latest information in a number of ways | 16 |

Introduction

In Leicestershire, we believe that learners come first. We want our children and young people to enjoy learning, make good progress, and achieve high standards. To do this, we need to ensure that Leicestershire schools offer first class facilities, and have sufficient places available, so as to offer real choice, good access, and the best environment in which to learn. This is in keeping with our statutory duty and strategic priorities to develop additional school places in Leicestershire. Put simply we want to ensure that our schools are amongst the best available and offer the right number of places at the time they are needed.

“ *The County Council believes the best way to meet the demand for places for pupils from the Hallam Fields development is to build a new 210- place Academy on the site* ”

As part of our strategic vision, we have identified a need for additional primary school places to serve the village of Birstall in Leicestershire. The County Council believes the best way to meet this emerging demand for places is to develop a new 210 place primary Academy.

It is expected that the new school will open in September 2017. Details of the arrangements for pupil admission will be agreed with the successful Academy Proposer and will be undertaken in such a way as to not have a detrimental impact on other primary schools in the area.

The new school will also incorporate recreation facilities to be made available to the local community. The school and recreation facilities will be designed by the County Council and built on land located within the Hallam Fields housing development located off the A6 in Birstall. The school will be wholly funded by the County Council using a combination of contributions from the housing developers (Section 106) and other capital resources. An allocation for start-up and post opening revenue costs for the new school will be agreed with the successful Academy Proposer in accordance with the County Council's policy on school growth. Further details of which may be found herein.

The County Council is not aware of any independent applications to run a Free School in the locality.

This document sets out in further detail for Academy Proposers and other interested parties; why we believe a new school will provide the best solution to improve choice, diversity and standards for our children and young people, where it will be located, how this will be funded, how we expect this to be run, and the process and timeline that we intend to follow.

Please take time to read this information carefully, and make contact using the details provided should you require any further information or guidance.

Thank You.



Lesley Hagger

Director of Children and Family Services
Leicestershire County Council

Background

Why the additional primary places are necessary

The Education Act 2006 places a statutory duty on the County Council to ensure that there is a strong supply of good school places available to meet demand.

The County Council has set out how it will meet the emerging demand for school places in its strategic plan 'In the Right Place- Strategy for School and Other Educational Places 2014-18' which may be accessed via the following link

www.leics.gov.uk/index/education/information_about_schools/school_organisation_place_planning.htm

The demand for additional places arises as a result of the new homes being built on the Hallam Fields development in Birstall.

Analysis of the above factors shows that an additional 93 primary school places will be required by September 2017, with demand steadily increasing in the following years.

Current arrangements

The Birstall area is served by two primary schools, Riverside Primary School and Highcliffe Primary school. Both schools form a part of the Lionhearts Multi Academy Trust. At present, both schools have distinct catchment areas. The table below shows the current number on roll at each school.

| School | Admission number | Net capacity | Current number on roll |
|---------------------------|------------------|--------------|------------------------|
| Highcliffe Primary School | 60 | 420 | 418 |
| Riverside Primary School | 60 | 420 | 446 |

Providing a new primary Academy would help relieve the pressure on the other schools emerging from the housing development whilst providing for parents and pupils greater choice. A new school would also offer the opportunity to improve education generally by strengthening local partnerships and collaborative working, and bringing new expertise and knowledge to the area.

About the development

The Hallam Fields development is on an area of land to the northern outskirts of the village of Birstall situated just off the A6 Loughborough Road.

On completion the development will comprise of 900 dwellings, a business park, fire station, primary school and recreation centre and a local centre for retail and community uses.

A Section 106 agreement was entered into on the 25th March 2005 which secured various contributions towards on-site facilities and off-site works. Contained within the agreement is the requirement to provide a new primary school and recreation centre.

Currently approximately 680 dwellings are occupied on the site.

The site for the new school and the location of the existing schools in Birstall are shown on the following pages.

Specification

Location of the new school

The site overall comprises 1.21 hectares. The site plan (fig 2) shows the proposed location of the new school upon the Hallam Fields development (the school design and site layout is subject to further discussion with the parties to the Section 106 agreement).

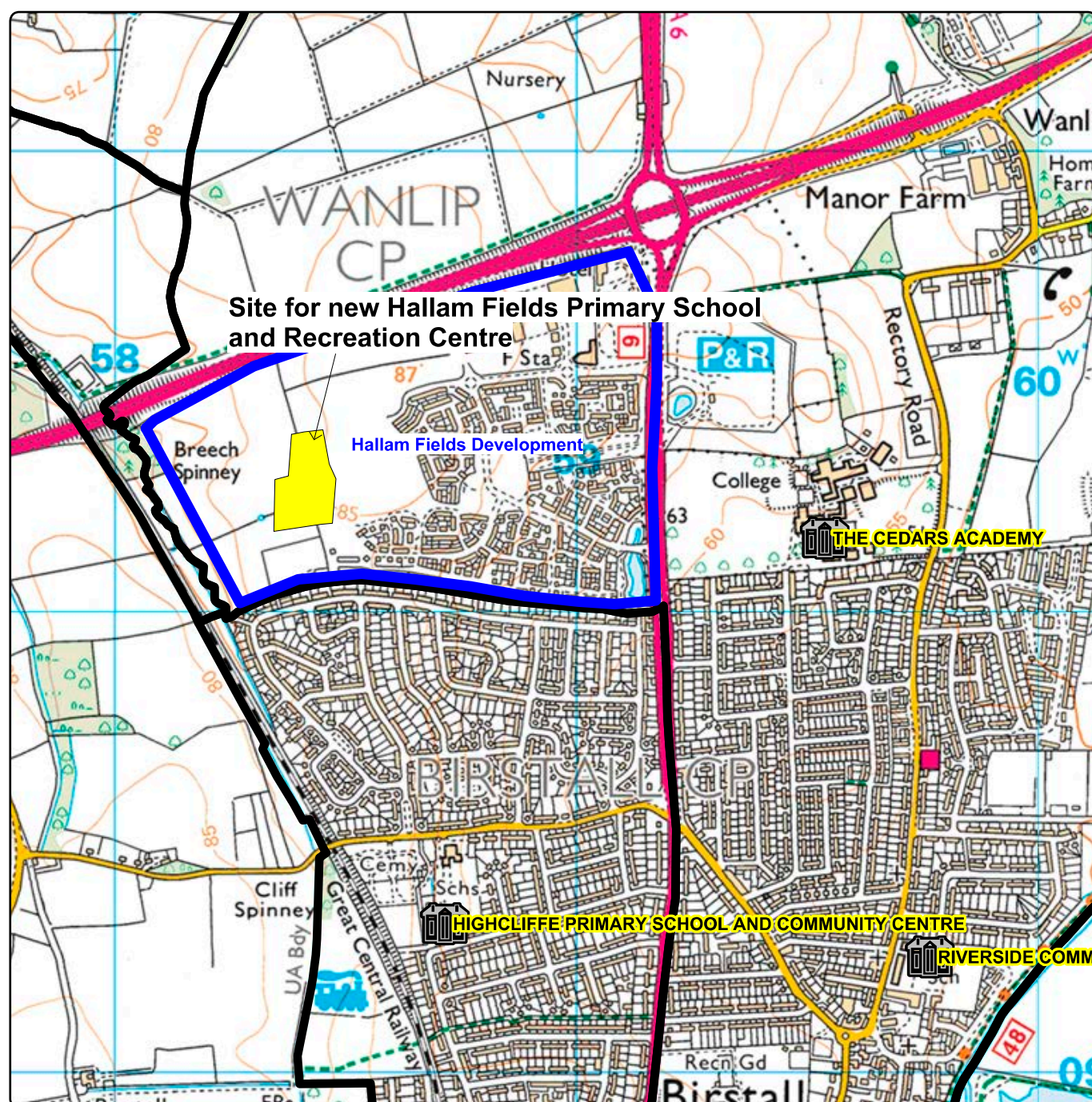


Fig 1: Proposed location of the new school



Fig 2: Proposed site of the new school

How this will be established

The Education Act 2011 changed the arrangements for establishing new schools and introduced Section 6A, now known as the 'Free School Presumption' to the Education and Inspections Act 2006. The legislation requires that where the County Council considers there is a need for a new school in its area; it must seek proposals from suitably qualified organisations to establish the new school as a Free School.

Potential Academy Proposers who are not already known to the DfE and included on their approved register are advised to contact the DfE at the earliest opportunity, to find out more about the approval process, and certainly before submitting a formal expression of interest to the County Council.

How the new school will be built

The estimated cost of building the new school and recreational facilities is in the region of £4 million. The school will be wholly funded by the County Council using a combination of developer (Section 106) contributions and other capital resources.

Preliminary design work has commenced and there will be a number of consultation events with the local community in due course. Subject to Department for Education consent and the necessary planning approvals, it is anticipated that construction on site would occur between summer 2016 and summer 2017.

In order to meet the opening date of September 2017, the school design and build process will already be underway by the time the Academy Proposer is selected. Proposers will not, therefore, have the opportunity for involvement in the planning and design of the building until the later stages of the process.

Lease arrangements

On a date to be agreed with the approved Academy Sponsor prior to the opening of the new primary school the site and buildings will be transferred by the County Council on a 125 year lease arrangement as prescribed by the DfE.

Opening arrangements and school growth

The exact opening arrangements for the new primary school are yet to be agreed and will be determined in discussion with the Academy Proposer mindful of the demand for places at the time. However, at this stage it is envisaged that the new school will grow incrementally so as not to have an adverse impact on other primary schools in the locality.

The Academy will be expected to be flexible in how classes are organised to respond to the demand for places, including children who move to the area after the normal age of starting school.

The Academy Proposer will be expected to demonstrate how they will ensure the need for additional places in the Birstall area are met without promoting or encouraging a large scale relocation of existing pupils from other schools in the locality.

Recreational Facilities

The new primary school will also include a co-located recreation centre. It is expected that the facilities will include a community room, changing rooms, kitchen, store room and a football and cricket pitch.

The operational arrangements for running the recreation facility have yet to be agreed, as such there will be an opportunity for the Academy to assist in shaping the management arrangements for the facility, and to run these in due course.

Age Range

The school is intended to serve pupils between the ages of 4 and 11. At present there are no plans to incorporate early years' provision on the site, although the County Council would welcome proposals from Academy Proposers about how this might be achieved.

Gender

The school will be for both boys and girls.

Admission Criteria

The County Council requires that Academy Proposers will abide by the Codes of Practice on Admissions and Admission Appeals, and participate in the County Council's co-ordinated scheme for admissions and, our Fair Access Protocol.

The County Council expects Academy Proposers to adopt the same admission criteria used to determine priority for places as in other local schools as set out in the following link

www.leicestershire.gov.uk/popular-now/school-admissions/applying-for-a-school-place

Catchment Area

New catchment arrangements for the school will be determined with the Academy Proposer in conjunction with the two local primary schools.

Equality and Diversity

All potential Academy Proposers are required to demonstrate their commitment to inclusion, to promoting equality and diversity and to eliminating unlawful discrimination and harassment.

Equality and Human Rights Impact Assessment (EHRIA)

An initial EHRIA undertaken by the County Council shows that no particular individuals or groups will be disadvantaged by the proposals for the new school.

A copy of the EHRIA will be available to view via the following link

www.leics.gov.uk/index/your_council/equality_and_diversity/ehria/dept_ehria/cfs_ehria.htm

Special Educational Needs

The new school will not have any specific specialist resourced provision for pupils with special education needs. The Academy will nevertheless be expected to serve children with special educational needs in its catchment area for whom mainstream education is considered appropriate and to work with other providers and services in meeting the needs of pupils with special educational needs and disabilities.

Extended Services

The County Council expects the Academy sponsor to collaborate and engage with other providers and local partners to develop extended services which meet the needs of local children, young people and families in a co-ordinated, holistic way which can be accessed through all the partners in the locality.

These services may include: access to high quality childcare, out of hours learning activities and clubs, parenting support and community access to appropriate facilities.

Academy Proposers are asked to provide evidence in their application of their commitment towards the development of extended provision at the new school.

Home to School Transport

The Council will expect the Academy Proposer to encourage safe and sustainable travel to the new school, including walking and cycling, and to develop a comprehensive travel plan to support this.

Home to school transport will only be provided, therefore, in line with the Local Authority's Home to School/College Transport policy i.e. when it is stipulated within a child's statement of Special Educational Need, or a child has an identified medical need which prevents them from walking or cycling to school and/or the distance from the child's home to the school is beyond the statutory walking distance of 2 miles measured by straight line distance or where it is the child's designated school.

Funding Arrangements

As this new school will be an Academy, the successful Academy Proposer will need to enter into a revenue funding agreement with the Secretary of State for Education, for the operation of the school, to be effective from the date of the school's opening.

As this will be an Academy established to meet basic need, the County Council will be responsible for funding an amount to support pre-opening revenue costs and post-opening diseconomies. The new school will be funded on the basis of estimated pupil numbers in accordance with The Schools and Early Years Finance (England) Regulations.

The County Council's policy for funding school growth was approved by the Leicestershire Schools Forum in January 2016. The growth policy provides an opening school with one off start-up funding of £125,000 in the year of opening and £9,525 per class for commissioning new classrooms in the second year until the school grows and is open to all year groups.

The new school will be a recoupment Academy and the annual revenue budget will replicate the County Council's formula for funding schools, subject to protection and additional payments in accordance with the budget policy for academies operated by the Education Funding Agency.

Application process



Academy Proposers wishing to express an interest in the new primary school should do so by completing the application form available online.

Please ensure that you complete the Application Form as fully as possible, providing an electronic copy and posting also a full hard copy and short executive summary (maximum two sides A4) to the address provided for submission.

Your application should be accompanied by the appropriate signed Form of Proposal and declarations detailed on the Application Form.

Please note that the closing date and time for receipt of completed applications is 12 noon on Friday 4th March 2016

Having invited Expressions of Interest from Academy Proposers, detailed evaluation will be undertaken in accordance with the assessment criteria provided within this document, and the accompanying application form. A two stage process will be followed to determine the County Council's preferred Academy sponsor for the new school, comprising of the initial written application, and followed by a presentation and interview by shortlisted Proposers, and if necessary a visit to an existing similar Academy that they currently operate. Each stage of the application process will be allocated a score, and for those Academy Proposers shortlisted to the second stage, the total scores for each stage will be aggregated to determine an overall

evaluation mark to determine a preferred sponsor. Further details of the scoring methodology to be used to evaluation are provided within the accompanying Application Form.

This will enable consideration by the County Council Cabinet of a preferred provider.

Subject to the Cabinet's consideration, a submission will be made to the Regional School Commissioner (RSC), who is acting on behalf of Secretary of State for Education, which will include all proposals received, with the Local Authority's assessment of these to assist the RSC in her decision.

The RSC will carefully consider the County Council's submission and assuming their agreement, she will then make a recommendation to the Secretary of State for Education who will make the final decision.

Once a decision has been made, the County Council will work closely with the chosen provider and the DfE (through the Education Funding Agency) to conclude the development and operational details of the new school.

Proposed timeline

The County Council has alerted the Department for Education of the proposal to establish the new school, and they have confirmed the process and timescales to be followed to ensure that this is available from September 2017. We will work closely with the DfE throughout this process to ensure that all expectations are met.

The table below sets out the expected timeline for the assessment, approval and implementation.

| PROCESS INVOLVED | PROPOSED TIMELINE |
|---|---|
| Invitations for Expressions of Interest published | Friday 22nd January 2016 (closing date 12 noon on the 4th March 2016) |
| Design and planning phase for new school | January to June 2016. Planning application submitted May 2016 |
| Stage 1: shortlisting of applications | Beginning March to Mid-April 2016 |
| Stage 2: detailed assessment (including presentation by and interview of shortlisted Proposers) | Monday 11th April to Friday 6th May 2016 |
| Decision taken by Cabinet on preferred Academy Proposer | Friday 17th June 2016 |
| County Councils submission of applications to the RSC for a decision | End June 2016 |
| Secretary of State approval The RSC will notify the preferred provider | September 2016 |
| The County Council will advise unsuccessful applicants | September 2016 |
| Statutory consultation (required under S10 of the Academies Act 2010) | To be confirmed |
| Identified Academy Trust to enter into funding agreement with the Secretary of State | To be confirmed |
| Construction and pre-opening phase for new school | August 2016 to September 2017 |
| New School opens | 1st September 2017 |

The above timescales are subject to confirmation and change as specific dates are in the control of the DfE and not the Local Authority.

Assessment criteria

The County Council will consider the evidence provided by the proposer to satisfy itself that the proposer has the capacity and intention to meet the following criteria:

- The capacity to establish a new school on the basis of high expectations and high performance to continue to drive up standards and excellence within the primary school system, in particular for the most vulnerable children.
- A strong desire and vision to work closely with other education providers in the locality to promote partnership working and community cohesion.
- Evidence of a proven track record of school improvement or sustained high standards and how the proposed governance model will drive and support high standards.

The County Council will submit all assessment information to the Secretary of State (via the Regional Schools Commissioner) who will in turn appoint a sponsor. The Secretary of State will then enter into a funding agreement with the Academy Proposers.

The DfE will focus on the following criteria:

- The capacity and quality of the proposer. New sponsors will be assessed on their strategic vision, educational capacity and performance, financial planning and operational capacity and governance. The focus for existing sponsors will be on their track record and credibility, capacity to deliver a new project and their local infrastructure to support their proposal.
- The ability of the proposer to deliver on time, to secure best value for money and maintain financial viability. This will need to be made clear in a comprehensive financial plan based on realistic assumptions.
- The proposer's ability to promote high standards as set out in a clear and coherent education plan, and which demonstrates innovation to drive system change. The proposal should give strong, credible evidence that the new school will raise the overall standard of education available in the local area, adding high quality places to the system.



Delivering excellence in education

The County Council's vision for Leicestershire is to make this the very best place for children, young people and their families. To achieve this our mission is to ensure that our children and young people are safe, and living in families where they can achieve their potential and have their health, wellbeing and life chances improved within thriving communities.

We want to appoint an Academy Proposer who will help drive forward and achieve our vision.

Proposers must have an ambitious vision for the Academy, setting high expectations for both pupils and staff. There should be a strong culture of working in collaboration with other schools and education providers locally and in other parts of Leicestershire. Academy Proposers must also be able to demonstrate their approach to effective engagement with partner agencies and services which contribute to improving children's outcomes in the local area.

Relationships with pupils, parents and carers and other local stakeholders should be open, purposeful and viewed positively by all.

Leadership and Governance

The Council regards strong leadership and governance as a key component to delivering improved outcomes for children and young people in our schools.

All potential Academy Proposers will therefore be expected to provide details to show how they will:

- Deliver high quality leadership, management and governance.
- Implement strong, effective and dynamic governance arrangements.
- Achieve robust and effective financial management.

Teaching and Learning

The County Council has an aspiration for all Leicestershire schools to be good or outstanding, and currently 85% have achieved this. The new school should expect to be judged by Ofsted to be at least good, with a strong trajectory towards outstanding. The new school should therefore aspire to perform well above national figures against a range of key indicators.

Gaps in achievement and attainment between pupils in vulnerable groups should be as narrow as possible. Pupils should develop good literacy and numeracy skills and attain well in these areas so that they are ready for secondary education. The County Council expects that the curriculum provided should be broad, highly engaging and challenging.

We expect that every child and young person in Leicestershire should be able to access the best teaching, achieve their full potential and as they become an adult, have opportunities for an independent economic and social life. Through providing the best start in life, whatever their background, all children, but in particular the vulnerable, should be able to thrive at school.

Academy Proposers will be expected to:

- Provide a sustainable good or outstanding school with an exciting and inspiring broad and balanced curriculum that meets the needs of all pupils.
- Maintain a rigorous focus on educational standards to ensure that every child and young person achieves their potential and goals and National expectations are met or exceeded.
- Ensure an inclusive learning environment in which all pupils, including those with special or additional educational needs and those with disabilities, are supported and enabled to make appropriate progress.
- Promote good pupil behaviour, and an ethos that fosters their spiritual, moral, social and cultural development.
- Ensure that pupils are kept safe and secure, and away from harm.

- Seek out and share best practice within and beyond the school, promoting innovation and creativity in learning and teaching.
- Implement rigorous processes of self-evaluation and continual improvement, including recognising the importance of children and young people's voice in these processes.
- Ensuring pupils understand how to improve their learning as a result of frequent, detailed and accurate feedback from teachers following assessment of their learning.
- Ensure gaps in achievement for pupils from vulnerable groups are smaller than the national average and continuing to close.
- Attract, retain and develop the highest quality teachers and support staff to ensure good or better teaching and learning, and effective and motivated workforces.
- Make learning as successful as possible through the appropriate use of Information Communication Technology (ICT) in all areas of the curriculum.

Working in Partnership

All Leicestershire schools are encouraged to work in partnership within strong local collaboratives and/or teaching alliances led by national leaders in education. A key component of selection will be the Academy Proposers' willingness to work in collaboration with other providers and local partners to develop services which clearly demonstrate continual improvement, through the sharing of expertise and collaborative working, and which meet the needs of local children, young people and families in a coordinated way.

Academy Proposers will be expected to:

- Ensure the school plays a key role within its immediate community and the wider local economy.
- Engage all parents and carers in supporting their child's achievement, behaviour and safety, and their spiritual, moral, social and cultural development.

- Work in partnership with the County Council and other educational providers to contribute towards meeting a collective responsibility to secure the best for all Leicestershire children and young people, fostering strong school to school relationships, and co-operating with Fair Access protocols.
- Develop strategic alliances, partnerships and networks based on a collective moral purpose to better meet the needs of children, young people and families in the Birstall area.
- Fully engage with the new world of system leadership so as to make an active contribution to school-to-school support; including peer-to-peer support, network/cluster/partnership working, and the sharing of good practice.
- Support the statutory responsibilities of the County Council to ensure sufficiency of high quality school places and improved educational outcomes through agreed sharing of data and information.

Building Stronger Communities

The County Council welcomes the involvement of schools in providing community access to appropriate facilities to enhance education and learning.

Academy Proposers will be expected to:

- Provide access to and use of the school's accommodation for activities outside of school hours.
- Support the County Council in delivering effective early intervention services, ensuring school readiness and supporting our most vulnerable learners and families.
- Work in partnership with wider services such as social care services, health and police to keep children safe, support families and build stronger communities.
- Provide children and young people with the skills they will need to play an active part in their local community and economy.

Involving Parents

The County Council expects that potential Academy Proposers will be able to demonstrate their plans and arrangements for engaging parents and carers in supporting pupils' achievement, behaviour and safety and their spiritual, moral, social and cultural development.

Accountability

The Council recognises that statutorily Academy sponsors are accountable through the Education Funding Agency to the Secretary of State. However a statutory role for the Local Authority is supporting parents and families through promoting a good supply of strong schools, so as to offer maximum choice and diversity. This requires that Academy Proposers are also accountable for their performance to parents, the local community, and to the Local Authority in our role as champions of educational excellence and for the safeguarding and support for vulnerable children and families.

As a minimum the County Council therefore expects that:

- Sponsors/Proposers will attend meetings with Local Authority elected members and/or officers upon request to report on progress of the school.
- Sponsors/Proposers will provide data as requested by the Local Authority to enable the performance of the school to be monitored.
- The Local Authority would be able to attend any meeting established by the Academy Proposer Sponsor to monitor the performance of the school against the issues identified in an Ofsted inspection report.
- Sponsors will respond quickly and positively to any safeguarding concern raised by the Local Authority.

In the spirit of partnership, it is the County Council's expectation that the Proposer/Sponsor would be agreeable to the appointment of a Local Authority Governor to the Governing Body.

**The closing date for expressions of interest is
12 noon on Friday 4th March 2016**

Compliance with legislation

The Academy Proposer will be required to comply with all relevant legislation, (current and due to be enacted) relating to the development of a new school.

This includes, but is not limited to;

- The Children Act 2004
- Health and Safety at Work Legislation
- Data Protection
- Police and Justice Act 2006
- Education and Inspection Act 2006
- Education Act 2011

Academy Proposers must have sufficient written policies, procedures and codes of practice in place to enable full compliance at all times with the above legislation, and to ensure that instruction and guidance for the Academy's staff are available in relation to the functions and activities described in the specification.

The policies, procedures and codes of practice must be accessible at all times by those staff and must be readily available to relevant stakeholders.

Contact details and further information

If you would like any further information or would like to discuss your application, please contact either:

David Atterbury
Head of Strategy, Education Sufficiency

David.Atterbury@leics.gov.uk

Tel: 0116 305 7729

Sue Owen
Service Manager, School Place Planning

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Tel: 0116 305 6847

You can view the latest information in a number of ways

Visit us online www.leics.gov.uk/haveyoursay/schoolproposal

Our web pages contain the latest information and developments.

Send an email to childrensservices@leics.gov.uk to register for the latest news.



Follow us [@leicscountyhall](https://twitter.com/leicscountyhall) for general updates from the council, including the developments on the budget.

Alternatively, you can telephone **0116 305 5831** to ask for information in printed or alternative formats including Easy Read.

જો આપ આ માહિતી આપની ભાષામાં સમજવામાં થોડી મદદ ઇચ્છતાં હો તો 0116 305 5831 નંબર પર ફોન કરશો અને અમે આપને મદદ કરવા વ્યવસ્થા કરીશું.

જેવર તુહાનું ઇસ જાણકારી નું સમજાવ દિવસ કુચ મદદ ચાહીદી હૈ તાં કિરપા કરકે 0116 305 5831 નંબર કે ફોન કરે અઝે અસીં તુહાડી મદદ લઈ કિસે દા પૂર્ણ કર દવાંગે।

এই তথ্য নিজের ভাষায় বুঝার জন্য আপনার যদি কোন সাহায্যের প্রয়োজন হয়, তবে 0116 305 5831 এই নম্বরে ফোন করলে আমরা উপযুক্ত ব্যক্তির ব্যবস্থা করবো।

اگر آپ کو یہ معلومات سمجھنے میں کچھ مدد درکار ہے تو براہ مہربانی اس نمبر پر کال کریں 0116 305 5831 اور ہم آپ کی مدد کے لئے کسی کا انتظام کر دیں گے۔

假如閣下需要幫助，用你的語言去明白這些資訊，請致電 0116 305 5831，我們會安排有關人員為你提供幫助。

Jeżeli potrzebujesz pomocy w zrozumieniu tej informacji w Twoim języku, zadzwoń pod numer 0116 305 5831, a my Ci pomożemy.



**Leicestershire
County Council**