

## **Consultation to change the catchment areas in Pickenham and Swaffham**

### **Our proposal**

Norfolk County Council is looking to join the catchment areas of Pickenham and Swaffham, from 1<sup>st</sup> September 2018. This means that, if agreed, all children aged 4 – 7 years, from the Pickenham area will be in catchment for Swaffham CE VC Infant School.

Norfolk County Council works collaboratively with the Diocese of Norwich in relation to all its Church of England Schools and both organisations are committed to improving the quality of educational provision to raise standards for all learners.

The consultation will run from 18<sup>th</sup> April 2018 until 6<sup>th</sup> June 2018.

### **Why are we consulting on a change of catchment area?**

This proposal is linked to the Diocese of Norwich Education and Academies Trust (DNEAT) consultation on the proposed closure of St Andrew's Church of England Primary Academy, North Pickenham from 31<sup>st</sup> August 2018. DNEAT's proposal has an impact on the catchment area for children from the Pickenham area. DNEAT is proposing a change of catchment area for children aged 7 – 11 years, to Swaffham Church of England Junior Academy.

As a result of the DNEAT proposal, Norfolk County Council and the Diocese of Norwich need to consult on proposed changes to the catchment areas of Pickenham and Swaffham.

### **What is a catchment area?**

A catchment area is a defined geographical area that serves a particular school. The area is used to provide priority for admission to a particular school. In planning the layout of a catchment area, the Admissions Authority, in this case, Norfolk County Council, should try to ensure that the parent would have reasonable expectation for priority to that school.

Norfolk County Council's admission arrangements allow parents to state up to 3 preferences and parents are encouraged to include their catchment school as one of these preferences as most schools prioritise catchment children. As required by law, there can be no guarantee that a place will be offered at the catchment school.

## **What is the guidance from the Department of Education about catchments and when to consult?**

Norfolk County Council is the admissions authority. The statutory guidance from the Department of Education for admissions authorities can be found in the Admissions Code, 2014 which states;

### *Catchment areas*

*1.14 Catchment areas must be designed so that they are reasonable and clearly defined. Catchment areas do not prevent parents who live outside the catchment of a particular school from expressing a preference for the school.*

There is a formal period of consultation which Norfolk County Council as the Admissions Authority, has to follow. This relates to the usual September admission round and must be for a period of 6 weeks between October and January.

Due to the timescale of the proposal by DNEAT for St. Andrew's Church of England Primary Academy, Norfolk County Council is undertaking this proposal outside of the usual admissions consultation.

## **School Transport eligibility**

Transport will be provided free of charge by Norfolk County Council for those pupils who transfer to their nearest or catchment school, where this is beyond the qualifying distance (over 2 miles for under 8's and over 3 miles for older children).

## **Who will be consulted?**

This document will be provided to people and organisations that may have an interest in this proposal including:

- Parents of pupils at the Pickenham and Swaffham schools
- The Governing Body of Pickenham and Swaffham schools
- All staff at the Pickenham and Swaffham schools
- Schools in the Swaffham school cluster
- Diocesan Boards of Education
- Trades unions who represent staff at the school
- Local Councillors and MPs
- Each Local Authority which maintains an Education Health and Care Plan (ECHP).

## **Who will make the final decision and when would the change happen?**

The Executive Director of Children's Services at Norfolk County Council will make a decision about changing the catchment area, taking into account all views expressed during the consultation period.

## **How can I have my say?**

- access our online survey: <https://norfolk.citizenspace.com/childrens-services/pickenham-swaffham>
- write to School Organisation Team, FREEPOST IH 2076, Floor 8 (Bay 29), County Hall, Martineau Lane, Norwich, NR1 2DL
- email [schoolreview@norfolk.gov.uk](mailto:schoolreview@norfolk.gov.uk)

**The closing date for all comments is 6<sup>th</sup> June 2018.**

## Consultation to change the catchment areas in Pickenham and Swaffham

Let us know what you think of our proposal.

**Do you agree or disagree that all children aged 4 – 7 years from the Pickenham area, will be in catchment for Swaffham CE VC Infant School, from 1<sup>st</sup> September 2018.**

Agree

Disagree

Please add any further comments on this proposal.

Please tell us who you are:

- |   |  |
|---|--|
| <input type="checkbox"/> Pupil                                    | <input type="checkbox"/> School governor       |
| <input type="checkbox"/> Parent / Guardian                        | <input type="checkbox"/> Local resident        |
| <input type="checkbox"/> Member of the Parent Teacher Association | <input type="checkbox"/> Local business        |
| <input type="checkbox"/> Member of staff                          | <input type="checkbox"/> Local sports group    |
|   | <input type="checkbox"/> Local community group |

Other (please specify): \_\_\_\_\_

At which school? \_\_\_\_\_

What is your name? \_\_\_\_\_

What is your postcode? \_\_\_\_\_

Your views will help us decide to whether to make the change to the catchment area.

**This consultation ends on 6<sup>th</sup> June 2018**

18<sup>th</sup> April 2018

The Executive Director of Children's Services at Norfolk County Council will decide whether to agree this proposal.

**You can tell us your views:**

Online: <https://norfolk.citizenspace.com/childrens-services/pickenham-swaffham>

Post: by using this form which can be returned via your local school or post to:  
Catchment Area Consultation, FREEPOST, IH2076, County Hall (Floor 8 / Bay 29), Martineau Lane, Norwich, NR1 2BR. **You don't need a stamp.**

Email: [schoolreview@norfolk.gov.uk](mailto:schoolreview@norfolk.gov.uk)

We will process your personal data in accordance with the Data Protection Act, which means that we will not give your personal data to any third parties.

Your comments will be anonymous - your name or anything that could identify you will not be included in any report. However, we cannot guarantee that this information will be withheld if it is requested under the Freedom of Information Act.