



Swaffham Church of England Voluntary Controlled Infant School Statutory Proposal to change the Age Range to admit pupils from the age of 2 – 11 years from 1 September 2020.

1. School details

Name	Swaffham CofE VC Infant School
Type	Community
Address	White Cross Road, Swaffham, Norfolk PR37 7RF
Age Range	3 – 7 years
Capacity	180 pupils; Numbers on roll January 2019 = 177
Ofsted	Last Ofsted; 28 February 2017 Rating; Good

The school currently has an admission number of 60 places offered at Year Reception (YR). Pupils transfer to a Junior School at the end of Year 2.

2. Local Authority details

Norfolk County Council, County Hall, Martineau Lane, Norwich, NR1 2DL

3. What changes are proposed?

The Governors, the Diocese of Norwich and Norfolk County Council are proposing the following changes to Swaffham CofE VC Infant School;

- Change the age range of from 3-7 years to 2 – 11 years, from 1st September 2020. The school will be for pupils from Year Reception through to Year 6.
- Swaffham CofE VC Infant School to become a primary school, called Heartwood CofE Primary School.
- The Nursery will have 30 full time places for 2, 3, and 4 year olds.
- The admission number at the school will be 30, with a capacity of 210 pupils.

Norfolk County Council has a duty to ensure a sufficient supply of school places to respond to housing growth and other demographic changes. This proposal is responding to the major housing allocation of at least 1000 new homes in Swaffham by proposing a significant change to the way the primary phase of schooling is organised in the area to provide the extra places from the new homes. Currently across the Infant and Junior School, there are 60 places per year group (2 classes of 30 children). The planned growth in Swaffham shows that in the future, we will need 90 primary phase places in Swaffham (3 classes of 30 children).

At the moment, Swaffham children start their statutory education in Year R at the Infant School and then transfer to the Junior Academy after three years. We are proposing to change this pattern so that all children in Swaffham can attend one of two all-through primary schools (from Reception to the end of Year 6, including early years provision). This proposal is linked to a similar proposal for Swaffham CofE Junior Academy to become a primary school at the same time.

Swaffham CofE VC Infant School currently has 60 children (2 classes of 30 children) in each year group. If this proposal is approved, the Infant School will gradually become a primary school, with 30 children in each year group.

The intake year will be Reception. However, during the transition to primary school, children at Year 3 will have the opportunity to apply to remain at the Infant School until Year 6, or transfer to Swaffham CofE Junior Academy, which is also undertaking a proposal to change to a primary school. The table below details how the transition is proposed to take place.

Proposed reconfiguration of Swaffham CofE VC Infant School to primary school

	YR	Y1	Y2	Y3	Y4	Y5	Y6	TOTALS
2020	30	60*	60	30#				180
2021	30	30	60*	30#	30#			180
2022	30	30	30	30#	30#	30#		180
2023	30	30	30	30	30#	30#	30#	210
2024	30	30	30	30	30	30#	30#	210
2025	30	30	30	30	30	30	30#	210
2026	30	30	30	30	30	30	30	210
2027	30	30	30	30	30	30	30	210

* = assumed intake from September 2019

= where applications to Y3 are managed through the admissions process, assumed an equal split
 From 2020 assume a maximum intake of 30 pupils at Reception (YR)
 Actual 2018 intake (Year 2 in September 2020).

4. Why do we want to do this?

The Governors and the Diocese of Norwich have wanted to expand into a primary school for some time, due to the educational benefits for the children. The opportunity of additional housing planned for Swaffham has meant this can now be progressed.

Norfolk County Council’s policy is to expand schools that are rated ‘Good’ or ‘Outstanding’ by Ofsted. Swaffham CE VC Infant School was inspected in 2017 and rated Good.

Norfolk County Council’s policy on school organisation is to favour all-through primary schools, where this is achievable. As Governors, we feel our proposal to become a primary school has many benefits;

- Creation of a seamless transition from key-stage 1 (infants) to key-stage 2 (juniors), as children stay in the same school
- Children will benefit from the potential of a wider range of resources and improved staff development.

- Greater opportunity for relationships between pupils, parents and the school to build over a longer period of time, allowing the school to understand better the needs of each pupil.
- Greater scope to create a single and continuous approach to the curriculum, with as single policies for handwriting, reading, maths and behaviour etc.
- Greater capacity to track pupil progress between key stages
- More development opportunities for the staff, such as shared training and the chance to work more closely across the curriculum and gain experience and understanding of all key stages.

This proposal, along with the linked proposal for Swaffham CofE Junior Academy, offers parents the choice of two primary schools in the Swaffham area.

5. When will the changes happen?

If the proposal is agreed by the local authority decision maker; the Executive Director of Children's Services, Norfolk County Council (following full consultation), it is intended that the change in age range will be implemented on 1 September 2020.

6. Will there be any effect on other schools, academies and educational institutions within the area?

Yes. Swaffham CofE Junior Academy currently takes children from Swaffham CofE VC Infant School at Year 3. This proposal is linked to a similar proposal by the Diocese of Norwich Education and Academies Trust (DNEAT) to change the age range to 2 – 11 years and become a primary school called Swaffham CofE Primary Academy. There will be places for pupils from Reception through to Year 6. The admission number will be 60, with capacity for 420 pupils. If their proposal is approved, the school will also grow gradually into a primary school and the intake year will be Year Reception (YR). During the transition period upto September 2021, children at Year 3 will have the opportunity to apply to remain at the Infant School until Year 6, or transfer to Swaffham CofE Primary Academy.

Governors are aware of the Catholic Diocese of East Anglia proposal for a new non-fee paying Catholic Primary School in Swaffham, for 210 pupils, based on the Sacred Heart Convent School site, from 1st September 2019. This proposal is currently out for consultation and a decision has not been made.

7. How will this affect pupils at the school?

Pupils will notice some changes as the building will need to be adapted for Key Stage 2 children. Any building work will be managed with the school, so that it does not affect the education of pupils.

Swaffham Infant School and Swaffham Junior Academy support the proposals to become primary schools, as it will reduce the number of transitions for children. Whilst there has been a good partnership between the schools to

minimise the disruption during transition, it can for some children be a difficult and worrying time, resulting in taking longer for children to settle into their new school. The opportunity to remain in one school from Year Reception to year 6, means that staff can get to know the children better and can be more supportive to their individual needs. It also provides the opportunity for children's social development by taking on more responsibility within school.

Current pupils at the school may notice a change in the number of children in some year groups, as new intakes will reduce from 60 children to 30 children.

If the proposal is agreed, Norfolk County Council will contact parents of Year 2 pupils in November 2019, asking them to give their preferences for Year 3 places, from September 2020. Both Heartwood CofE Primary School and Swaffham CofE Primary Academy will be the catchment schools for families living in Swaffham.

In November 2020, Norfolk County Council will contact parents of Year 2 pupils, asking them to give their preferences for Year 3 places in September 2021.

The Year 2 pupils in September 2022 will remain at Heartwood CofE Primary School and will enter Year 3 automatically in September 2023. There will no longer be a need to apply for a junior place.

8. How will this affect staff?

It is hoped that the impact on staff will be limited. All staff have qualifications to teach at Key Stage 2 (Junior) as well as Key Stage 1 (Infants) and the proposal may offer staff the opportunity for career development to teach Key Stage 2 children.

The school will grow from 180 pupils to 210 pupils, by September 2023. The change in the number of children within some year groups, will be managed by the School Leadership Team.

9. Will there be changes to the school building?

Yes. Some refurbishment internally will be needed at the school to become a primary. The school currently have the correct number of classrooms (seven) for a primary school with 210 pupils, so there will be minimal disruption within the school itself.

One of the current reception classrooms will be remodelled to include en-suite toilets and some new furniture will be provided for other areas of the schools where their current use will change. It is proposed that there will be some external works to the front and rear of the school and this includes increased staff parking and an extended hard play area. Some of these will require a planning application – there will be an opportunity to view these plans prior to the planning application being submitted.

Norfolk County Council will lead the project, working with the school. The council have been working very closely with the school and NPS (property consultants) to develop a design that meets the necessary building requirements for a 210 pupil primary school.

As the school already have the number of classrooms required for a 210 pupil primary school, there will be sufficient space to accommodate the new Year 3 pupils in September 2020.

10. Will this definitely happen?

No, there is a statutory process we must follow to make this type of change to schools. We completed the pre-statutory consultation on the draft proposal, which took place from 1 November to 13 December 2018. The consultation report is available on <https://norfolk.citizenspace.com/childrens-services/swaffham-1>

We are publishing this final proposal for parents, pupil, staff, governors and any other interested people to object to, comment on, or make representations, as part of the statutory process.

11. How can I make my views known?

Any person may object to, express support for, or make comments on the proposal;

- Online at <https://norfolk.citizenspace.com/childrens-services/swaffham-1>
- Email us at schoolreview@norfolk.gov.uk
- Write to us at: Swaffham Consultation, FREEPOST 1H 2076, Floor 8, Bay 34, County Hall, Martineau Lane, Norwich, NR1 2DH. You don't need a stamp.

All comments must be received by 27 March 2019.

12. What happens next?

The following table sets out the key dates for the consultation and decision making. The Executive Director of Children's Services, Norfolk County Council is the decision maker.

At any point, the proposal may be withdrawn. The dates set out below meet the Department for Education requirements for consultation on school organisation proposals.

School organisation process	Date
Public Notice published	27 February 2019
Statutory consultation (representation stage)	27 February – 27 March 2019
Decision required no later than	27 May 2019
If approved, Swaffham Infant changes to primary school	1 st September 2020