**Notes of consultation event held on 7th November 2018, at Swaffham CE VC Infant School**

Attendance

7 members of public; parents and governor

Marion Link, Headteacher, Swaffham CE VC Infant School

Sharon Short, Headteacher, Swaffham CE Junior Academy

Eric Clarke, Head of Admissions

Jamie Tolman, Capital Projects Officer

Gavin Cowley, Adviser Partnership Development

Caroline Money, School Organisation Manager

Caroline Money welcomed everyone to the consultation event and introduced the panel.

Caroline set out the proposal for the Infant School to become a primary school from September 2020, the context for the proposal and its link with the Junior Academy to become a primary school.

Mrs Link explained the benefits of expanding to a primary school as;

* Reduces the number of school changes for children, which can be a difficult and worrying time for many children. It also means better progression from key stage 1 to key stage 2, within a primary school setting.
* The primary school gives staff longer to build better relationships with the children and parents
* Looking forward to moving the older children on to take on more responsibility
* Opportunity for wider curriculum enrichment and extended school provision

Mrs Short explained the benefits for the Junior School proposal to become a primary school as;

* Reduces the number of changes of school for children, which can affect children for a significant time
* Looking forward for opportunities of the older children working with younger children.

The following areas were discussed during the consultation event;

* Process for children in Yr 3 in September 2020, to choose a school. Parents will be invited to make an application for a Year 3 place, with upto 3 preferences.
* Clarification that children/siblings already at the Juniors cannot move back to the Infant school, as it is only growing by one year group at a time i.e. year 3 in 2020 only, not years 4, 5 or 6.
* Clarification that teachers in both schools have qualifications and experience of teaching in both Key Stage 1 (infants) and Key Stage 2 (Juniors)
* Both schools will have building works undertaken to ensure that they have space and appropriate accommodation for primary school children. The Infant School does not need significant building work, it will mainly be internal work. The Junior School will need a new block of 4 classrooms to be built, as well as internal refurbishment. There will be a consultation event on the proposed plans and it was agreed, this would be open to Infant School parents to attend.
* Confirmation that the Junior School is looking to return to single Year Groups from September 2019 and will be looking to base the early years with Key Stage 1.

Caroline Money thanked everyone for attending and encouraged people to complete the consultation forms by 13th December 2018.