

APPENDIX 1



Clackmannanshire Council
www.clacksweb.org.uk

Services to People: Education Service

PROPOSAL DOCUMENT: December 2010

Review of Education Provision

The following schools are affected by this proposal document

PARK PRIMARY SCHOOL

TOWER NURSERY SCHOOL

This document has been issued by Clackmannanshire Council for proposal in terms of the Schools (Consultation) (Scotland) Act 2010.

Any Ordnance Survey map data included within this document is provided by Clackmannanshire Council under licence from Ordnance Survey in order to fulfil its public function in relation to this public proposal. Persons viewing this mapping should contact Ordnance Survey Copyright for advice where they wish to licence Ordnance Survey mapping data for their own use.

Proposal for the merger of Park and Tower Nursery Schools on one campus.

Park Tower Nursery Dec 2010

Summary Proposal

It is proposed that:

education provision at Park Primary School and Tower Nursery School should be merged and managed by the head teacher of Park Primary School. Tower Nursery School should be renamed "Park Primary School Nursery Class".

Distribution

A copy of this document is available on the Clackmannanshire Council web-site

www.clacksweb.org.uk

A copy of the document will be provided for:

The Parent Council of each school
The parents of pupils on the roll of each school
Parents of children expected to attend the affected schools within 2 years of the date of publication of this proposal document
The pupils at the affected schools
The staff of the affected schools
Trade Union representatives of the staff at the affected schools
Alloa Central Community Council
Relevant users of the affected schools
The constituency MSP
Superintendent Alloa Police
Chief Executive NHS Forth Valley
Area Commander Alloa Fire Station
Hmie

A copy of this document is available from Council Headquarters, Greenfield Alloa
Alloa Library Drysdale St Alloa
Park Primary School
Tower Nursery School

This document is available in alternative formats or translated form for readers whose first language is not English. Please apply to the Education Service, Lime Tree House, Alloa, by telephone 01259 452437 or by email education@clacks.gov.uk

This is a proposal document

Proposal

That subject to the outcome of this proposal exercise:

education provision at Park Primary School and Tower Nursery School should be merged and managed by the head teacher of Park Primary School. Tower Nursery School should be renamed "Park Primary School Nursery Class".

1. Introduction

1.1 Clackmannanshire Council aims to provide the possible educational experience for all pupils.

1.2 Aspirations for education are contained within the Single Outcome Agreement and the Council's Priorities contained within the Corporate Plan. Key priorities for education are:

- Our communities are more cohesive and inclusive
- Our people are better skilled and ready for learning and employment
- Vulnerable people and families are supported
- Health is improving and health inequalities are reducing
- The council is effective, efficient and recognised for excellence

The vision for education is contained within the document Learning to Succeed in Clackmannanshire in the 21st century. The skills and knowledge that young people will require in the future are consistent with the Council's aspirations to enable all learners to become:

- Successful learners
- Confident individuals
- Responsible citizens
- Effective contributors

2. Reason for the proposal

2.1 At its meeting of 27 September 2007, Council approved the recommendations of the independent commission set up to review of the provision of education 3-12. One of the recommendations of the commission was to move to provide early years' education within the campus of primary schools wherever possible.

2.2 When it was established, Tower Nursery School provided nursery education for most of the town of Alloa. Over time, nursery classes have been established in the other schools in the town that serve the Alloa catchment area. Tower Nursery currently provides education services to 3-5 year old children who are mainly resident in the catchment area of Park Primary School. The nursery school is located on the same

campus as the primary school and the two establishments are a short walk away from each other. Nursery pupils who have extended day places currently use the Park dining room for lunch.

- 2.3 As part of the Government's School Estate Strategy, Clackmannanshire Council, in common with all Scottish local authorities, is required to assess the condition and suitability of its schools and report these 'core facts' to the Scottish Government. It is required to produce a School Estate Management Plan (SEMP) also.
- 2.4 The major aims of the Council's Schools Estate Management Plan for the period to 2015 are to:
- bring the condition of all schools in the 3-12 estate to condition B or better and to maintain it
 - address issues of sufficiency as they arise
 - increase the number of 3-12 campus arrangements
 - improve the suitability of external learning, teaching and social spaces
 - improve dining facilities in those schools with the smallest dining space
- 2.5 Park Primary school roll is currently 186 pupils.
- 2.6 Tower Nursery School has capacity for 60 pupils in 2 sessions. This is normally referred to as a 60:60 establishment. It has 10 full day places available for pupils who need them.
- 2.7 Since the retiral of its headteacher in June 2009, Tower Nursery school has been led by an acting headteacher supported by a team of Early Years Workers. There has been no reduction in the quality of service delivery
- 2.8 The post of headteacher at Park Primary School has been filled by an acting headteacher for more than 2 years.
- 2.9 The conclusion is that the time is right to move to the delivery of education 3-12 as detailed by independent review. This would be consistent with changes expected of curriculum delivery through the requirement to implement the Curriculum for Excellence from August 2010. Full detail of the independent review of education 3-12 is provided in the background papers which are available on ClacksWeb.
- 2.10 The decision of the member - officer working group convened to take forward the recommendations of the independent review of education 3-12 in Clackmannanshire was to consult on the proposal to merge the schools within Park Primary School under the leadership of the headteacher of the school. As this post is vacant, parents of the current Nursery School would have an opportunity to be represented in the appointment process.
- 2.11 In September 2010, the Council conducted a series of budget engagement events which sought views on how to address the issues that would emerge from the public spending review of November 2010. A wide range of suggestions was received.

However, a number of respondents saw advantages in reducing the number of stand alone nursery schools.

3.0 The Options for Consultation

3.1 Option 1 To move Tower Nursery School into the building of Park Primary School.

This would require the removal of PSSS which would need to find new accommodation. Part of the school would need to be refurbished to accommodate the nursery. Outdoor play areas would need be developed and secure access with provision for a reception/foyer and cloakroom areas would be required. Some external work would be needed to ensure safe outdoor learning experiences and adequate storage for outdoor play equipment. Refurbishment costs are estimated at £200,000.

3.2 Option 2 Retain the nursery school in its current building and operate it as the nursery class of the school

3.3 Merge the management of the two establishments under the leadership of the head teacher of Park Primary School but retain the current Tower Nursery Building and rename it Park Nursery Class.

3.4 This has the advantage of retaining all of the features already in the building which means it is suitable for educating young children and is already consistent with the requirements of the Care Commission in terms of facilities and regulations.

3.5 It means that the Council has to continue to maintain the properties but it is least disruptive to the education of all pupils who use the buildings. It means that already established outdoor play and learning areas can continue to be used. In order to maximise the educational benefits of this proposal, some adaptation of perimeter fencing is required to enclose, as far as is possible, the nursery class within the school grounds. Some adaptations to the perimeter fence to make a secure entrance from the oath to the school and to the door to the rear of the nursery would be required. The cost of this is in the region of £3 500.

3.6 Option 2 is the preferred option.

4.0 Educational benefits

4.1 The pupils at Tower Nursery School would benefit from realignment to a nursery class attached to Park Primary School. The implementation of this proposal would offer the following educational advantages

(1) management support

The nursery class will be managed by the primary headteacher with a member of the senior management team having day to day responsibility for the running of the nursery class. The primary school management team, with a wide experience in school self-evaluation and curriculum development will be well placed to have a positive impact on nursery improvements. Areas identified for continuous improvement in the nursery class will be fully integrated and supported by the whole

school improvement plan. This should lead to a more coherent learning experience for pupils at the early stage of curriculum for Excellence and beyond.

(2) Early intervention

The primary school will be able to collaborate with the nursery class in identifying children's needs at the earliest possible stage. They will be able to work with the child from the age of 3 which will help identify the range of support they might need as they develop. Transition planning should be improved as a result of better tailored and more coherent support packages which can be put in place to help each child reach their full potential.

(3) Enhanced staff development opportunities

Staff would benefit from working together and learning with a wide range of teaching and non-teaching colleagues. Nursery staff will be able to visit P1 on a regular basis. This provides a CPD opportunity for staff to look at how children learn in P1. The school will also be able to make use of the expertise of the nursery staff in building on and further developing a play based early years' environment. Shared staff development opportunities are enhanced. Nursery staff will be able to join school working groups and attend stage meetings.

(4) Improved transition

The proposal will significantly enhance transition arrangements for pupils who will attend Park Primary. During their time in the nursery class the children will be involved in the wider life of the school. They will be able to attend fun events, use the gym hall and attend school assemblies. All these activities will lessen the impact on transition to school. If they wish, nursery parents will be able to join the parent council and other parent's activities which will enable them to get to know the establishment before formal schooling begins. High levels of parental involvement are recognised as important to the learning success of children. If parents become actively involved at the nursery stages, the habit is more likely continue for the rest of their child's schooling.

(5) Enhanced learning experiences

This proposal supports continuity in children's learning at the early level of curriculum for excellence. The nursery staff and school staff will be able to work closely together to provide the children with a high quality experience over the 3 years. They will be able to share resources and carry out joint topic work. This will ensure that the children are receiving an appropriate broad and balanced curriculum. When children move to P1 they will be building more confidently on what they already know.

5.0 Likely Effect on the Local Community

The effect is likely to be minimal. Apart from a change in the role of the most senior manager responsible for the nursery, the community should experience no difference as a result of the proposal.

6.0 Consequence of Preferred Option

There will be a saving in staffing costs. This will not diminish the quality of the

service provided to children and families.

7.0 Financial Implications

The financial implications of this proposal are for option 1 £200,000 and for option 2 £3,500.

8.0 Other Considerations

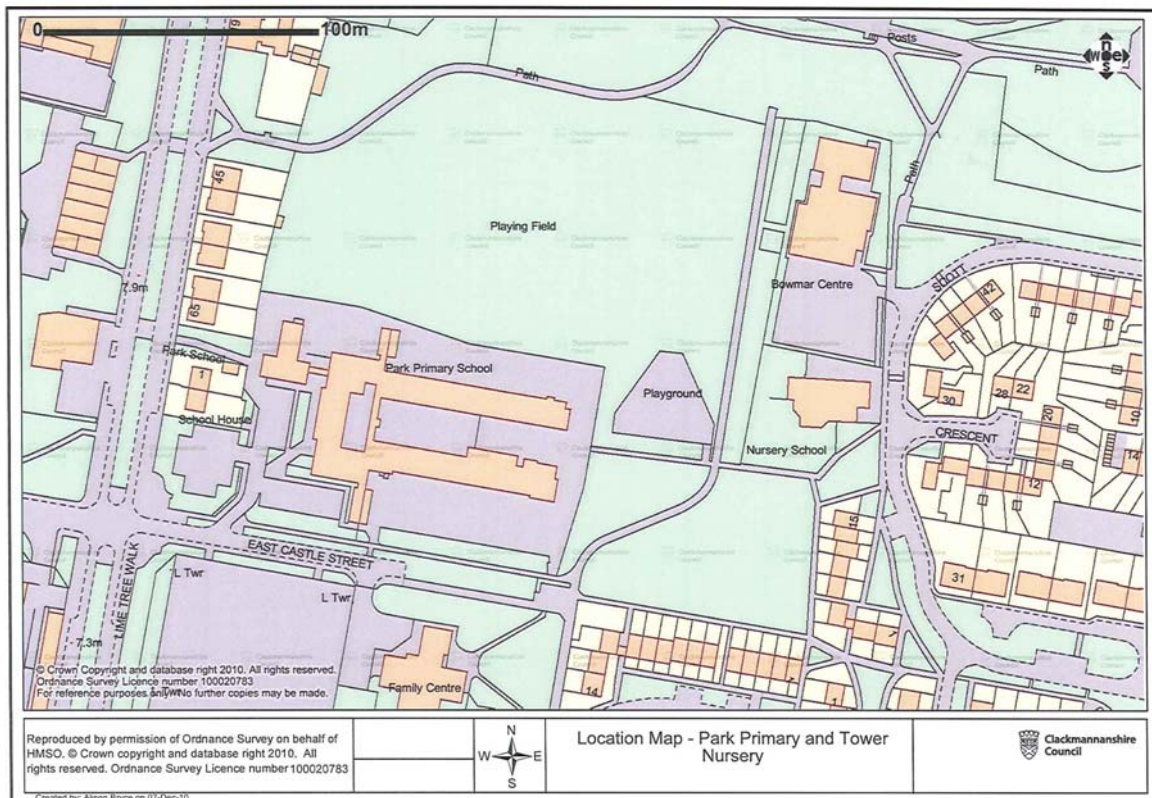
8.1 Feasibility

There is a finite sum of money with which to work. Costs of borrowing over an extended period (30 - 50 years) have to be examined in each of the options where borrowing would be required. It is essential that the best balance between providing the best possible accommodation and resources to ensure that teaching and learning reflect the principles necessary to implement a Curriculum for Excellence.

In the case of Tower Nursery, the purpose built unit provides the best option at times of financial constraint. As well as regard being given to the accommodation requirements of merged service provision, consideration was given to whether there were travel time or safety issues that would preclude the proposed changes taking place.

The distance between the two schools is 50m from the rear of the primary school to the perimeter fence of the nursery.

Impact of the proposal



8.2 Safety

There would be no safety issues as a result of this change.

8.3 Service Users

8.4 The proposal will result in pupils in the nursery having access to facilities in the school when appropriate. Some children already using the school dining facilities for lunch. From time to time, it might be appropriate for P1 children to make use of the play facilities in the nursery.

8.5 Staff

8.6 The proposal would mean that a headteacher post would become redundant. Currently, both headteacher posts are filled by acting appointments. Any surplus staff would be redeployed wherever possible. All staff transfers would be completed in accordance with the Council procedures relevant to the posts. There would be no impact on staff travel arrangements. Staffing of the school will be in accordance with Council staffing standards and the regulations of relevant bodies such as the Care Commission for staffing in the nursery. The staffing allocation for support assistants may vary because these posts are allocated to schools on a needs led basis and are managed by the Access to Educational Resources Group. In order to facilitate the management of the nursery, it is proposed to improve the perimeter fence to include a locked gate on the west side of the building and also to convert a door at this side of the building to provide secure access for staff.

- 8.7 Trade Unions and Professional Associations
Representatives of all staff will be included as part of the consultation exercise.
- 8.8 Other pupils in the authority
All pupils will benefit from an education service that is efficient and makes best use of available resources which can be focussed on front-line delivery.
- 8.9 Other users of the buildings
Current levels of community use do not indicate that either building fulfils a particular need in the community. The proximity of Alloa Academy means that all community use can be provided for in that establishment.
- 8.10 Financial impact
The costs of altering the door and fence are estimated at £3 500.
- 8.11 Environmental impact
There would be no change to the current impact.
- 8.12 Equal opportunities
As part of the consultation, the Council will consult with a wide range of stakeholders including staff, parents, pupils, trade unions, elected members and members of the community. Comments about equality will be addressed. The target groups are:
- disability
 - gender
 - sexual orientation
 - belief
 - age
 - black and ethnic minorities
- 8.13 Under the Disability Discrimination Act, (DDA) education providers must not treat disabled pupils less favourably and should take reasonable steps to avoid putting disabled pupils at a substantial disadvantage. This is the reasonable adjustments duty. The Council is committed to providing a fully accessible service to all pupils.
- 8.14 Subject to a more detailed Equalities Impact Assessment, the Council considers that there will be no negative impact on any of the target groups. If, in a subsequent EIA issues are identified then these will be addressed by the Council.

Consultation arrangements for this proposal document

The full consultation timeline is attached at the end of this document

1. Consideration by the Council's 3-12 Working Group, by Council at its December 2009 meeting and at a special Council meeting held on **9 July 2010**.
2. Proposal Document issued to consultees and published on clacksweb
A copy will also be issued free of charge to the consultees listed on the previous page
3. An advertisement will be placed in relevant local newspapers. The proposal process may be announced on Central FM
4. Length of consultation
An advertisement will be placed in local newspapers intimating the consultation in January 2011. The consultation will run from 26 January until close of business on 16 March 2011. This covers the required period of at least 30 school days.
5. A public meeting will be held on 24th February and further details are included on the next page.
6. Involvement of HMIE
When the proposal document is published, a copy will be sent to HMIE. HMIE will also receive a copy of any relevant written representations that are received by the Council from any person during the consultation period. HMIE will receive a copy of oral representation made at the public meeting and, as available (and so far as is otherwise practicable), a copy of any other relevant documentation. HMIE will then prepare a report on the educational aspects of the proposal not later than 3 weeks after the Council has sent them all representations and documents mentioned above. The 3 week period of HMIE work will not begin until after the consultation period has ended. In preparing their report HMIE may enter the affected schools and make such reasonable enquiries of such people they consider appropriate and may make such reasonable enquiries of such other people as they consider appropriate.
7. Preparation of consultation report
The Council will review the proposal having regard to the HMIE report, written representation that it has received and oral representations made to it by any person at the public meeting. It will then prepare a consultation report. This report will be published in electronic and printed formats and will be advertised in local newspapers. It will be available on clacks web and from Council headquarters, Alloa library and the affected schools, free of charge. Anyone who made written representation during the consultation period will be informed about the report. The report will include a record of the total number of written representations, a summary of the written representations, a summary of the oral representations made at the public meeting, the Authority's response to the HMIE report, a copy of the HMIE report, and any other relevant information, including alleged inaccuracies and how those have been handled. The report will also contain the proposal in light of the HMIE report and representations (both written and oral) that it received. The consultation report will be published and available for further consideration for a period of 3 weeks.

8. Decision

This report together with any other relevant documentation will be considered by the Council which will come to a decision.

Scottish Ministers' Call-in. The Council is required to notify the Scottish Ministers of the council decision and provide them with a copy of the proposal document and the consultation report within 6 days of the decision being made. The Scottish Ministers have a 6 week period from the date of that final decision to decide whether they will call in the proposal. Within the first 3 weeks of that 6 week period, the Scottish Ministers will take account of all relevant representations made to them by any person. Until the outcome of the 6 week call in process has been notified to the Council, they will not proceed to implement the proposal approved at step 8 above. If the Scottish Ministers call in the proposal, they may refuse to consent to the proposal or grant their consent to the proposal subject to conditions or unconditionally. Until the outcome of the call in has been notified to the Council, it is unable to proceed to implement the proposal.

Note on corrections – If any inaccuracy or omission is discovered in this proposal document, either by the Council or any other person, the Council will determine whether relevant information has been omitted or whether there has been an inaccuracy. It will then take appropriate action which may include the issue of a correction or the reissuing of the proposal paper or the revision of the timescale for the consultation period if appropriate. In that event, relevant consultees and HMIe will be advised.

Public Meeting

A public meeting will be held to attend the discuss the proposals. Anyone wishing attend the public meeting is invited to do so, The meeting, which will be convened by Clackmannanshire Council in consultation with the parent councils of Park Primary School and Tower Nursery School will be addressed by the Chief Executive of Clackmannanshire Council or any other senior officer of the Council.

The meeting will provide an opportunity to:

- hear more about the proposals
- ask questions about the proposals
- have your views recorded so that they can be taken into account as part of the proposal process

The meeting will be held on **the 24th of February in Alloa Academy**

A note will be taken at the meeting of questions and views. This note will be published on the Council website and a copy will be made available on request.

Responding to the proposal

Interested parties are invited to respond to the proposal by making written or electronic submissions to the Interim Head of Education, Clackmannanshire Council, Lime Tree House Alloa FK10 1EX. Email: education@clacks.gov.uk

A form is provided at appendix 1 for the convenience of those wishing to respond. Its use is not compulsory. However, those wishing to respond are invited to state their relationship with the school – for example, pupil, parent, carer, grandparent, teacher in school, member of the community, etc. Responses from the parent councils, staff and pupil council are especially welcome.

Those sending a response whether by letter or electronically should be aware that their response will be open to public scrutiny and may be supplied to anyone making a reasonable request to see it. If they do not wish their response to be made publicly available, they should clearly write on the document 'I wish my response to be considered as confidential with access restricted to elected members and officials of Clackmannanshire Council'. Otherwise it will be assumed that the person making the response agrees to it being made publicly available.

Responses should be made to the proposal no later than close of business on Wednesday the 16th of March 2011

It is recommended that the Head of Education prepares a report on the results of the proposal process for consideration at a future meeting of the Council.

Conclusion

The Council has difficult decisions to make in the course of the next financial year and beyond. It is difficult to justify spending resources on property that could draw funding away from spending which would be of direct benefit to pupils.

The Council is of the view that the measures proposed in this document will improve the educational provision for a significant number of pupils in Alloa and in the wider Council area. In this way, the reputation for educational provision can be maintained and improved.

December 2010
Lesley Robertson
Interim Head of Education.

NB Consultation report must contain

- The number of written representations received.
- Summary of representations made at public meeting
- Summary of all written and oral representations made and the authority's response to these
- The authority response to the HMIE report
- The full text of the HMIE report
- A statement of how the authority reviewed the proposal in the light of the representations and the HMIE report
- Details of any omissions or inaccuracies and actions taken to correct these
- Explanation of how people can make representations to Ministers
- The report must be available in electronic and paper format at Greenfield on the website and at both schools as a minimum
- All persons who make written representations must be informed of the publication of the consultation report

DATE	EVENT
26th January 2011	Consultation starts
24th February 2011	Public meeting - Alloa Academy
1st March 2011	Parent Council Meeting - Alloa Academy
16th March 2011	Consultation ends
25th March 2011	Report to HMIE
6th May 2011	HMie report-consultancy period ends
2nd June 2011	Council Meeting
10th June 2011	Scottish Minister's Notification