

**PROPOSALS FOR PRESCRIBED ALTERATIONS OTHER THAN FOUNDATION PROPOSALS: Information to be included in a complete proposal**

**Extract of Part 1 of Schedule 3 and Part 1 of Schedule 5 to The School Organisation (Prescribed Alterations to Maintained Schools)(England) Regulations 2007 (as amended):**

**In respect of a Governing Body Proposal: School and governing body's details**

1. The name, address and category of the school for which the governing body are publishing the proposals.

Not applicable

**In respect of an LEA Proposal: School and local education authority details**

1. The name, address and category of the school.

School details:

Millgate School, Scott Street, Leicester, LE2 6DW  
Community Special School

Local Authority details:

Leicester City Council, Education and Children's Services Department, New Walk Centre, Welford Place, Leicester, LE1 6ZG

**Implementation and any proposed stages for implementation**

2. The date on which the proposals are planned to be implemented, and if they are to be implemented in stages, a description of what is planned for each stage, and the number of stages intended and the dates of each stage.

Change of gender – change from boys only to co-educational – 1<sup>st</sup> January 2014.  
Increased capacity – 1<sup>st</sup> April 2014 (following construction of new school building).

**Objections and comments**

3. A statement explaining the procedure for making representations, including —
- (a) the date prescribed in accordance with paragraph 29 of Schedule 3 (GB proposals)/Schedule 5 (LA proposals) of The School Organisation (Prescribed

- Alterations to Maintained Schools) (England) Regulations 2007 (as amended), by which objections or comments should be sent to the local education authority; and
- (b) the address of the authority to which objections or comments should be sent.

Within 6 weeks from the date of the publication of this proposal, i.e. by 5.00pm on 15<sup>th</sup> November 2013, any person may object to or make comments on the proposals by sending them to:

Rob Thomas, School Organisation Manager, Leicester City Council, Education and Children's Services Department, New Walk Centre, Welford Place, Leicester, LE1 6ZG

### **Alteration description**

4. A description of the proposed alteration and in the case of special school proposals, a description of the current special needs provision.

Millgate School is a community special school which provides 50 day places for boys with Social, Emotional and Behavioural Difficulties (SEBD), the school also has a residential unit for 10 students which operates for 4 nights per week (Monday – Thursday).

- It is proposed to change the intake of pupils at the school from boys only to co-educational (boys and girls).
- It is proposed to enlarge the capacity of the school.

### **School capacity**

5.—(1) Where the alteration is an alteration falling within any of paragraphs 1 to 4, 8, 9 and 12-14 of Schedule 2 (GB proposals)/paragraphs 1-4, 7, 8, 18, 19 and 21 of Schedule 4 (LA proposals) to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended), the proposals must also include —

- (a) details of the current capacity of the school and, where the proposals will alter the capacity of the school, the proposed capacity of the school after the alteration;

The current capacity of the school is 50 and the proposed capacity is 75.

- (b) details of the current number of pupils admitted to the school in each relevant age group, and where this number is to change, the proposed number of pupils to be admitted in each relevant age group in the first school year in which the proposals will have been implemented;

As this is a special school there is no planned admission number for each year group. The school currently has 54 pupils on roll.

- (c) where it is intended that proposals should be implemented in stages, the number of pupils to be admitted to the school in the first school year in which each stage will have been implemented;

Additional capacity at the school will be available once the new school building is complete in April 2014. It is planned to gradually increase the number on roll over the next 3 years, subject to the demand for places.

- (d) where the number of pupils in any relevant age group is lower than the indicated admission number for that relevant age group a statement to this effect and details of the indicated admission number in question.

Not applicable

(2) Where the alteration is an alteration falling within any of paragraphs 1, 2, 9, 12 and 13 of Schedule 2 (GB proposals) / paragraphs 1, 2, 8, 18 and 19 of Schedule 4 (LA proposals) to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended), a statement of the number of pupils at the school at the time of the publication of the proposals.

There are currently 54 pupils on roll at the school.

### **Implementation**

6. Where the proposals relate to a foundation or voluntary controlled school a statement as to whether the proposals are to be implemented by the local education authority or by the governing body, and, if the proposals are to be implemented by both, a statement as to the extent to which they are to be implemented by each body.

Not applicable

### **Additional Site**

7.—(1) A statement as to whether any new or additional site will be required if proposals are implemented and if so the location of the site if the school is to occupy a split site.

Not applicable

(2) Where proposals relate to a foundation or voluntary school a statement as to who will provide any additional site required, together with details of the tenure (freehold or leasehold) on which the site of the school will be held, and if the site is to be held on a lease, details of the proposed lease.

Not applicable

### Changes in boarding arrangements

8.—(1) Where the proposals are for the introduction or removal of boarding provision, or the alteration of existing boarding provision such as is mentioned in paragraph 8 or 21 of Schedule 2 (GB proposals)/7 or 14 of Schedule 4 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended) —

(a) the number of pupils for whom it is intended that boarding provision will be made if the proposals are approved;

Not applicable

(b) the arrangements for safeguarding the welfare of children at the school;

Not applicable

(c) the current number of pupils for whom boarding provision can be made and a description of the boarding provision; and

Not applicable

(d) except where the proposals are to introduce boarding provision, a description of the existing boarding provision.

Not applicable

(2) Where the proposals are for the removal of boarding provisions or an alteration to reduce boarding provision such as is mentioned in paragraph 8 or 21 of Schedule 2 (GB

proposals)/7 or 14 of Schedule 4 (LA proposals) to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended) —

- (a) the number of pupils for whom boarding provision will be removed if the proposals are approved; and

Not applicable

- (b) a statement as to the use to which the former boarding accommodation will be put if the proposals are approved.

Not applicable

**Transfer to new site**

9. Where the proposals are to transfer a school to a new site the following information—

- (a) the location of the proposed site (including details of whether the school is to occupy a single or split site), and including where appropriate the postal address;

Not applicable

- (b) the distance between the proposed and current site;

Not applicable

- (c) the reason for the choice of proposed site;

Not applicable

- (d) the accessibility of the proposed site or sites;

Not applicable

- (e) the proposed arrangements for transport of pupils to the school on its new site; and

Not applicable

- (f) a statement about other sustainable transport alternatives where pupils are not using transport provided, and how car use in the school area will be discouraged.

Not applicable

## Objectives

10. The objectives of the proposals.

The objectives of the proposals are:

- To provide additional specialised placements within the City for children and young people with Social, Emotional and Behavioural Difficulties (SEBD).
- To provide specialised placements for girls with SEBD within the City to prevent the need for girls to be educated in special provision outside the City and to reduce the need for expensive residential placements.

## Consultation

11. Evidence of the consultation before the proposals were published including—
- (a) a list of persons who were consulted;
  - (b) minutes of all public consultation meetings;
  - (c) the views of the persons consulted;
  - (d) a statement to the effect that all applicable statutory requirements in relation to the proposals to consult were complied with; and
  - (e) copies of all consultation documents and a statement on how these documents were made available.

- The consultation commenced on 3 June 2013 and closed on 14 July 2013.
- The consultation involved the distribution of consultation leaflets to a wide range of stakeholders including pupils, parents/carers, staff and their representatives, governors, diocesan authorities, all city schools and independent special schools where city pupils are currently placed.
- Responses to the consultation were also sought from Leicestershire County Council, Leicester City Clinical Commissioning Group, University Hospitals of Leicester and local Members of Parliament.
- The consultation was available on the council's website which allowed for online responses to be submitted.
- The consultation was covered in a news article in the local paper.
- To support the consultation process a joint meeting was held on 11<sup>th</sup> June 2013 for staff and their representatives, governors and parents/carers of pupils at Millgate School and Keyham Lodge School. At the meeting the proposals were explained

and those in attendance had the opportunity to ask questions.

- In total the Council received 11 responses relating to the proposals for Keyham Lodge School and Millgate School.
- Four respondents out of eleven, who commented on the Keyham Lodge/Millgate proposals, were opposed to the change from boys only to co-educational at Millgate School.
- Two respondents out of eleven did not support the expansion in the number of places at Millgate School.

### **Project costs**

**12.** A statement of the estimated total capital cost of the proposals and the breakdown of the costs that are to be met by the governing body, the local education authority, and any other party.

The project costs will be met by Leicester City Council from the Building Schools for the future (BSF) budget.

**13.** A copy of confirmation from the Secretary of State, local education authority and the Learning and Skills Council for England (as the case may be) that funds will be made available (including costs to cover any necessary site purchase).

The capital costs will be met by Leicester City Council from the Building Schools for the Future (BSF) budget. The revenue costs will be met by the school from the school's delegated budget.

### **Age range**

**14.** Where the proposals relate to a change in age range, the current age range for the school.

Not applicable

### **Early years provision**

**15.** Where the proposals are to alter the lower age limit of a mainstream school so that it provides for pupils aged between 2 and 5—

- (a) details of the early years provision, including the number of full-time and part-time pupils, the number and length of sessions in each week, and the services for disabled children that will be offered;

Not applicable

- (b) how the school will integrate the early years provision with childcare services and how the proposals are consistent with the integration of early years provision for childcare;

Not applicable

- (c) evidence of parental demand for additional provision of early years provision;

Not applicable

- (d) assessment of capacity, quality and sustainability of provision in schools and in establishments other than schools who deliver the Early Years Foundation Stage within 3 miles of the school; and

Not applicable

- (e) reasons why such schools and establishments who have spare capacity cannot make provision for any forecast increase in the number of such provision.

Not applicable

### **Changes to sixth form provision**

**16.** (a) Where the proposals are to alter the upper age limit of the school so that the school provides sixth form education or additional sixth form education, a statement of how the proposals will—

- (i) improve the educational or training achievements;
- (ii) increase participation in education or training; and
- (iii) expand the range of educational or training opportunities for 16-19 year olds in the area;

Not applicable

- (b) A statement as to how the new places will fit within the 16-19 organisation in an area;



Not applicable

(c) Evidence —

(i) of the local collaboration in drawing up the proposals; and

(ii) that the proposals are likely to lead to higher standards and better progression at the school;

Not applicable

(d) The proposed number of sixth form places to be provided.

Not applicable

17. Where the proposals are to alter the upper age limit of the school so that the school ceases to provide sixth form education, a statement of the effect on the supply of 16-19 places in the area.

Not applicable

### Special educational needs

18. Where the proposals are to establish or change provision for special educational needs—

(a) a description of the proposed types of learning difficulties in respect of which education will be provided and, where provision for special educational needs already exists, the current type of provision;

Millgate School currently provides for boys with Social, Emotional and Behavioural Difficulties (SEBD); the school will continue to provide education for boys with SEBD but it is proposed that the school will also offer places for girls with SEBD.

(b) any additional specialist features will be provided;

The new school building will have appropriate facilities for female pupils.

(c) the proposed numbers of pupils for which the provision is to be made;

It is proposed that the enlarged school will provide 75 places. There will be 20 places reserved for girls.

(d) details of how the provision will be funded;

The project costs will be met by Leicester City Council from the Building Schools for the Future (BSF) budget.

(e) a statement as to whether the education will be provided for children with special educational needs who are not registered pupils at the school to which the proposals relate;

All pupils will be on the roll of Millgate School.

(f) a statement as to whether the expenses of the provision will be met from the school's delegated budget;

The capital costs will be met by Leicester City Council from the Building Schools for the Future (BSF) budget. The revenue costs will be met by the school from the school's delegated budget.

(g) the location of the provision if it is not to be established on the existing site of the school;

Not applicable – the new school is to be built on the existing site in Scott Street, Leicester, LE2 6DW.

(h) where the provision will replace existing educational provision for children with special educational needs, a statement as to how the local education authority believes that the new provision is likely to lead to improvement in the standard, quality and range of the educational provision for such children; and

- Improved access to special schools in the city providing more young people with specialised support.
- More young people able to attend schools with skilled staff who can provide high quality teaching and high quality therapeutic input.
- Appropriately resourced special schools with the full range of facilities required

to deliver the secondary curriculum, offering an excellent provision within the city for young people experiencing social, emotional and behavioural difficulties.

- Provision for girls with SEBD will be available within the city enabling girls to attend specialist provision close to their home rather than have to travel to schools outside of the city.
- Specialist provision will be available at a local school rather than requiring often vulnerable young people to travel long distances to school.

- (i) the number of places reserved for children with special educational needs, and where this number is to change, the proposed number of such places.

The current school has a capacity of 50 places for boys only. It is proposed that the enlarged school will provide capacity for 75 pupils, including 20 places reserved for girls. All places are reserved for pupils with special educational needs. Pupils who are admitted to the school will have a statement of special educational needs or attend whilst the local authority carries out an assessment of their special educational needs.

**19. Where the proposals are to discontinue provision for special educational needs—**

- (a) details of alternative provision for pupils for whom the provision is currently made;

Not applicable

- (b) details of the number of pupils for whom provision is made that is recognised by the local education authority as reserved for children with special educational needs during each of the 4 school years preceding the current school year;

Not applicable

- (c) details of provision made outside the area of the local education authority for pupils whose needs will not be able to be met in the area of the authority as a result of the discontinuance of the provision; and

Not applicable

- (d) a statement as to how the proposer believes that the proposals are likely to lead to improvement in the standard, quality and range of the educational provision for such children.

Not applicable

**20.** Where the proposals will lead to alternative provision for children with special educational needs, as a result of the establishment, alteration or discontinuance of existing provision, the specific educational benefits that will flow from the proposals in terms of—

- (a) improved access to education and associated services including the curriculum, wider school activities, facilities and equipment with reference to the local education authority's Accessibility Strategy;
- (b) improved access to specialist staff, both educational and other professionals, including any external support and outreach services;
- (c) improved access to suitable accommodation; and
- (d) improved supply of suitable places.

- Appropriately resourced special schools with the full range of facilities required to deliver the secondary curriculum, offering an excellent provision within the city for young people experiencing social, emotional and behavioural difficulties (SEBD).
- Improved access to special schools in the city providing more young people with specialised support.
- More young people able to attend schools with skilled staff who can provide high quality teaching and high quality therapeutic input.
- Provision for girls with SEBD will be available within the city enabling girls to attend specialist provision close to their home rather than have to travel to schools outside of the city.
- Specialist provision will be available at a local school rather than requiring often vulnerable young people to travel long distances to school.
- An increase in capacity from 50 places to 75 places including places for girls.

### **Sex of pupils**

**21.** Where the proposals are to make an alteration to provide that a school which was an establishment which admitted pupils of one sex only becomes an establishment which admits pupils of both sexes—

- (a) details of the likely effect which the alteration will have on the balance of the provision of single sex-education in the area;

It is proposed to establish places for girls at Millgate School. The council currently places 11 girls in special schools outside of the city. These proposals will reduce the number of girls who need to travel on a daily basis to special schools outside the city and reduce the number of girls who are placed in residential special schools.

- (b) evidence of local demand for single-sex education; and

Of the 18 mainstream secondary schools in Leicester City, 14 are co-educational and 4 are single sex (2 boys only and 2 girls only). Of the 6 special schools that admit pupils of secondary age, 4 are currently co-educational with Keyham Lodge School and Millgate School only providing places for boys. There is a demand for places for girls with SEBD in the city but there are not sufficient numbers to warrant a special school for girls only.

- (c) details of any transitional period which the body making the proposals wishes specified in a transitional exemption order (within the meaning of section 27 of the Sex Discrimination Act 1975).

Not applicable

**22.** Where the proposals are to make an alteration to a school to provide that a school which was an establishment which admitted pupils of both sexes becomes an establishment which admits pupils of one sex only—

- (a) details of the likely effect which the alteration will have on the balance of the provision of single-sex education in the area; and

Not applicable

- (b) evidence of local demand for single-sex education.

Not applicable

### **Extended services**

**23.** If the proposed alterations affect the provision of the school's extended services, details of the current extended services the school is offering and details of any proposed change as a result of the alterations.

The school has a small residential unit. A maximum of 10 students stay for up to four nights per week. Extended day provision is provided until 6.30pm for up to 10 students, on four nights each week. This provision will not be affected by the proposals.

### **Need or demand for additional places**

**24.** If the proposals involve adding places—

- (a) a statement and supporting evidence of the need or demand for the particular places in the area;

The council currently places 41 pupils with BESD who are in Year 5 or above in provision outside of the city. The proposals for Millgate School and the associated proposals for Keyham Lodge will ensure that there are sufficient specialist places within the city for local children.

- (b) where the school has a religious character, a statement and supporting evidence of the demand in the area for education in accordance with the tenets of the religion or religious denomination;

Not applicable

- (c) where the school adheres to a particular philosophy, evidence of the demand for education in accordance with the philosophy in question and any associated change to the admission arrangements for the school.

Not applicable

**25. If the proposals involve removing places—**

- (a) a statement and supporting evidence of the reasons for the removal, including an assessment of the impact on parental choice; and

Not applicable

- (b) a statement on the local capacity to accommodate displaced pupils.

Not applicable

**Expansion of successful and popular schools**

**25A.** (1) Proposals must include a statement of whether the proposer considers that the presumption for the expansion of successful and popular schools should apply, and where the governing body consider the presumption applies, evidence to support this.

(2) Sub-paragraph (1) applies to expansion proposals in respect of primary and secondary schools, (except for grammar schools), i.e. falling within:

- (a) (for proposals published by the governing body) paragraph 1 of Part 1 to Schedule 2 or paragraph 12 of Part 2 to Schedule 2;

(b) (for proposals published by the LA) paragraph 1 of Part 1 to Schedule 4 or 18 of Part 4 to Schedule 4

of the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 (as amended).

Not applicable