

## London Borough of Sutton

### Primary School Expansion Programme

### Proposed Expansion of Manor Park Primary School



September 2015

As you may be aware, there has been a rising demand for primary school places in the Borough in recent years. This could continue for the foreseeable future. We have increased the number of primary school places in the Borough starting with the first phase of the Primary Expansion Programme in September 2011. Since then over 4000 additional primary places have been created.

Despite all of this work demand for primary school places continues to be significant and further primary school places are required. The Council continues to seek opportunities to create new school provision, but additional school places are required in the central Sutton area where there is a relative dearth of available sites.

We are now consulting with a wide range of interested parties including parents, carers and professionals working in education and related sectors to find out their views on the proposed expansion of Manor Park Primary school as set out in this document.

I am pleased to let you have a copy of our consultation document. Copies of the consultation document and details of how you can respond can be found on our online survey portal (<https://sutton.citizenspace.com/>). Alternatively you can use the consultation response form at the end of this document and post your response back to us using the address provided.

Should you have any queries or questions about this consultation or should you wish to respond via e-mail please use: [primaryexpansion@sutton.gov.uk](mailto:primaryexpansion@sutton.gov.uk)

This consultation starts on 21 September 2015 with the last date for responding to the consultation being 19 October 2015.

There will be a public meeting held at Manor Park Primary school on 5 October at 7pm in the school hall to discuss the proposals in more detail and to answer any questions that people have. Details of this meeting are set out inside.

Your views are important to us and the Council wishes to hear from as many people as possible during this consultation. I look forward to receiving your response.

Tolis Vouyioukas  
Strategic Director of Children, Young People and Learning Directorate

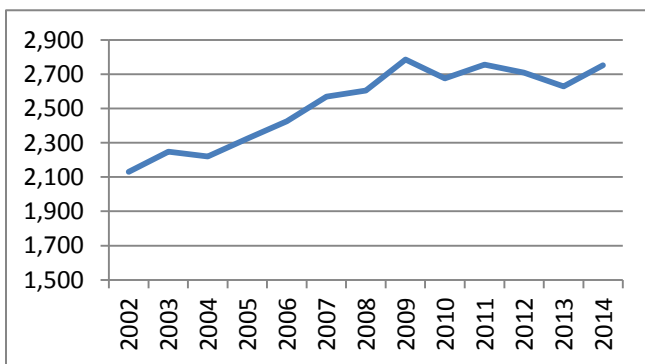
## The proposal

1. The London Borough of Sutton is proposing, in partnership with the Governing Body of Manor Park Primary School, to expand the school from a 2 form entry primary school with a published admission number of 60 to a 3 form entry primary school with a published admission number of 90. This would increase the total capacity of the school from 420 to 630 pupils. Additional accommodation would be provided on the existing site to enable this change. It is envisaged that the school will admit 90 pupils next year but that the published admission number for the school would not change until 2017.

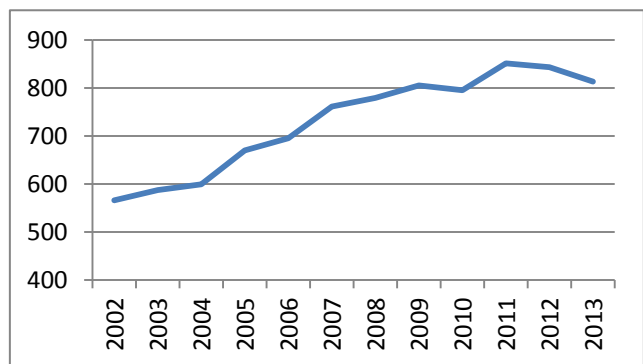
## Why is this proposal being made?

2. Demand for school places - Between 2001 and 2011 live births increased by 32% in the Borough of Sutton. This has resulted in significant additional demand for primary school places in the Borough with the Local Authority commissioning 18 additional permanent forms of entry to the primary sector since 2008 (over 4200 additional places including temporary provision).
3. Births started to drop back marginally in 2012 and 2013 across the Borough (2017 academic year intake – see graph below) however recent data from the Office of National Statistics has indicated that births in Sutton have risen again in 2014 with just over 2750 live births against a total of 2131 in 2002. It is not clear whether births will continue to rise, drop or plateau as ongoing trends are difficult to establish.
4. Births are not uniform across the Borough, nevertheless the percentage increase in births in the central primary planning area (in which Manor Park primary school is located) is greater than any other part of the Borough. Between 2002 and 2013 births have increased by 44% in the central primary planning area and with the additional housing that is planned in central Sutton it is likely that demand will remain high for the foreseeable future. Central Sutton includes the wards of Sutton Central, Sutton North, Sutton South, Sutton West, Belmont.

### Births in Sutton



### Births in Central Sutton\*



5. Primary school places are principally planned at the year of entry (reception). Table 1 below shows the total number of pupils recorded in reception classes (NOR) and the permanent Published Admission Numbers (PAN – e.g. the numbers of places available) across all primary schools in the Borough. Where NOR exceeds PAN, this will be because additional places have been added temporarily through 'bulge class' provision (where a school admits an additional class for one year

only). Figures in black represent actual numbers, figures in red represent LA forecasts for the future.

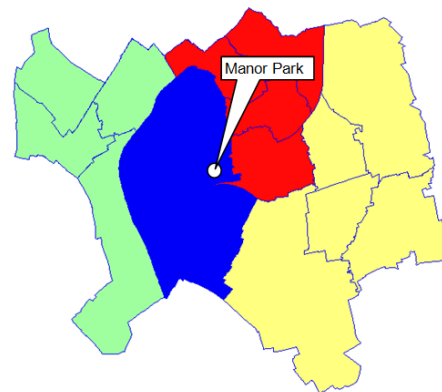
Table 1 – Actual (black) and projected (red) reception numbers in Sutton

	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019
Reception NOR	2056	2243	2365	2493	2521	2565	2567	2508	2568	2561
PAN Capacity	2131	2275	2415	2535	2565	2505	2505	2505	2505	2505
Surplus/Deficit	75	32	50	42	44	-60	-62	-3	-63	-56

6. The figures above make allowances for inward migration and additional pupil yield generated by future housing in the Borough, however these factors remains inherently uncertain to model. The table above indicates that a minimum of three additional forms of entry are required. Given that there has to be some spare capacity in the system (generally accepted to be between 2 and 5%) it is reasonable to plan on the basis that 4 additional forms of entry will be required in the primary sector between 2016 and 2019.
7. In 2014, the Council temporarily expanded Manor Park Primary and Westbourne Primary school to meet the demand (this is where a school admits a 'bulge class' at reception but for one year). In 2015, further temporary expansions were commissioned at Victor Seymour/Harris Carshalton, Avenue, Manor Park and Cheam Park Farm Infants and Junior Schools. Further additional places are expected to be required in 2016 as well.
8. Given the projected demand profile outlined above, the Council is working with schools to provide permanent additional places at the following schools (subject to consultation):
  - a. Expansion of Cheam Park Farm Infants – 15 additional reception places by 2016,
  - b. Expansion of Cheam Park Farm Junior – 15 additional year 3 places by 2018
  - c. Expansion of Hackbridge Primary school (on a new site) – 30 additional places by 2017 (subject to housing and with scope for 30 more dependent on build out rate)
  - d. Manor Park Primary School – 30 additional reception places by 2017.
9. This would increase the permanent PAN of primary schools in the Borough to 2580. As such even with the permanent expansion of Manor Park Primary and those identified about, further primary school places are expected to be needed in the Borough in the future.
10. Parental preferences - the Local Authority has a duty to expand successful schools increasing opportunities for parental preferences to be met. Manor Park Primary is a popular school providing an outstanding education for its local community. The school's popularity has increased significantly over the last three years. This year the school was oversubscribed by 30 places on first preferences alone.
11. Location of pupils –. Parental preferences are important, but the Local Authority is mindful that popularity can be transient and that additional provision, where possible, should be located as local to the demand as possible. Sutton Borough Council believes that, where possible, local schools should serve their local communities. The table below shows the total first preferences for primary schools in 2015 in each of the 4 primary planning areas

Table 2 – 1<sup>st</sup> preferences v capacity for primary schools by planning area

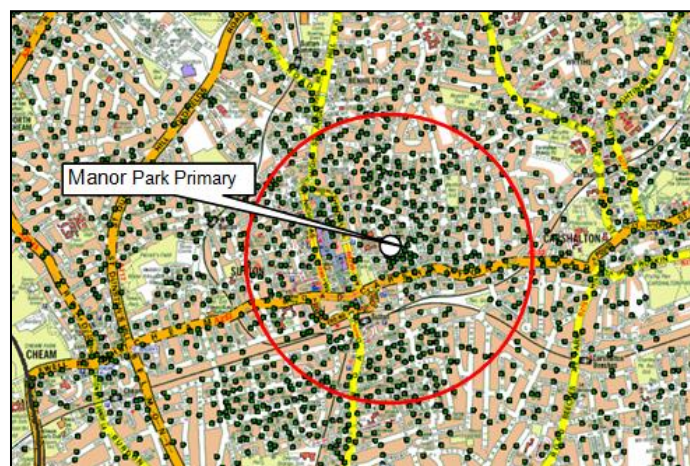
Planning Area	PAN	2015 Preferences	Deficit/ Surplus
Central	480	631	-151
North	690	649	41
East	750	701	59
West	585	576	9



12. At primary level, preferences are a good proxy in terms of where pupils live. The table shows that on first preferences there is currently a deficit of primary school places in the central planning area in which Manor Park is located. In addition, more detailed mapping of pupil's locations shows that Manor Park is closest to the greatest number of pupils in comparison to any other primary school in the Borough. This is backed up by the fact that this year, even with an increased PAN of 90 (the school taking a bulge class) the schools catchment contracted to just 584m.

Table 3 - Reception pupils living with 1km of primary schools in the Borough (top 3 and bottom 3 schools)

Primary School	No of pupils living within 1km (2014)
Manor Park Primary	336
Muschamp Primary	333
Bandon Hill (Meadowfield)	306
Beddington Park Primary	89
St. Dunstan's C of E Primary	77
Nonsuch Primary	60



13. It is important that additional provision is located as close to demand as possible. This increases the number of parents and pupils that are able to walk to school and reduces the number of journeys that are undertaken in Sutton. Given the concentration of pupils living within close proximity to this school and the likelihood that demand will remain high in the central primary planning area, it is considered to be a sustainable proposal to meet the expected demand for school places.

### Current number of places available at Manor Park Primary School (Sept 2015)

14. The table below shows the existing number of places available at the school. Although the school has a published admission number of 60, the school has been directed by the Local Authority to admit 3 'bulge' classes in recent years to cater for the growing demand in the Borough. It is highly likely that a further bulge class will be required at the school in 2016 such that it makes sense to

provide additional accommodation at the school to cater for the children that are already in the school as well as additional pupils proposed to join the school in the future.

	R	1	2	3	4	5	6	Total
2015	90	90	60	60	90	60	60	510

*\* Figures in red indicate bulge provision which is already committed*

### **Proposed number of places available at Manor Park Primary school (Sept 2016 onwards)**

15. The table below shows the proposed number of places at the schools and what the impact of permanent expansion would be. The school would have 540 pupils on roll in 2016. Should the school permanently expand from 2017 then it would take a further 3 years for the school to fill to its new capacity of 630:

	R	1	2	3	4	5	6	Total
2016	90*	90	90	60	60	90	60	540
2017	90	90	90	90	60	60	90	570
2018	90	90	90	90	90	60	60	570
2019	90	90	90	90	90	90	60	600
2020	90	90	90	90	90	90	90	630

*\*Agreement on an additional reception class in 2016 remains subject to the outcome of this proposal*

### **Admissions Criteria**

16. This proposal does not change the admissions criteria of the school, only the Published Admission Number and hence how many places there are to offer at the school each year.

### **What additional accommodation will be provided at the schools to enable the expansion?**

17. At this stage Governors have agreed to the principle of expansion. This follows a feasibility study to show how additional accommodation could be created on site to provide for the additional pupils. Given that the school has some existing capacity in its main building, the Council is expecting to build new hall, library and group room space whilst converting or reconfiguring existing spaces within the school. The Council is proposing to provide the school with a Multi Use Games Area (MUGA) so that the school can have use of high quality play space all year round.
18. Whilst this consultation relates to the educational principle of expansion rather than the buildings and planning solution, it is recognised that this will be of interest to parents, pupils and residents. We expect to share some of these feasibility ideas at the education consultation meeting at the school on 5 October 2015 (see details below). Should this proposal proceed then a planning application will be prepared and a further consultation event organised to consider the plans in more detail.

## **How can I find out more about the proposals?**

19. The Local Authority and School Governors intend to hold a meeting with parents, residents and any other interested parties on the **5 October 2015 at 7pm to discuss the proposals further**. The meeting will be held in the school hall at Manor Park Primary School.

## **Who makes a decision on the proposals?**

20. Manor Park is a maintained community primary school. Decisions relating to this proposal are taken by the London Borough of Sutton. Following a period of consultation and the publication of a statutory notice, the Children, Families and Education Committee will consider whether to proceed with the proposal or not in December 2015. Any decision from this committee will still be contingent on the project achieving a successful planning permission.

## **Have the school agreed to expand?**

21. Given the pressure for places and given the location of the school in the central Sutton area, the Governors of Manor Park recognise the need to provide sufficient school places for pupils in the Borough. After careful consideration, Governors have agreed in principle to permanent expansion subject to consultation and engagement with parents, pupils and the wider local community.

## **How can I make my views known?**

22. The London Borough of Sutton has circulated this document to a range of stakeholders and is keen to hear back on what people think about the proposals. In the first instance it is a good idea to attend the consultation meeting above so that you can ask any questions and make your views known to the Council. Following that, the best way to make your views known is via our online survey which can be found on the following web address <https://sutton.citizenspace.com/> (search Manor Park).
23. If you are unable to access the online survey, you can make your views known by completing the form at the end of this document and sending it back to the Borough according to the instructions given.

## **Next steps**

24. The following next steps are envisaged for the proposal though dates may be subject to change.
- Start of term - Heads up and save the date in schools newsletter
  - 21 September - publish consultation document and statutory notices -
  - 5 October – Consultation meeting at Manor Park Primary School
  - 19 October - Consultation closes
  - November – planning application submitted
  - 17 December – Children, Families and Education Committee determine statutory notice
  - January/February 2016 – Planning Decision

- 25 February 2016 – Children, Families and Education Committee approve project funding
- March 2016 – Tender Period
- April 2016 – Contractor starts on site
- September - December 2016 – project completion



**PROPOSAL TO EXPAND MANOR PARK PRIMARY SCHOOL BY 1FE BY 2017**

	YES	NO	NOT SURE
Do you support the proposal to expand the above school?			

**Please use the space provided below to add any comments or views on the proposed primary school expansion.**

**For monitoring purposes, please could you provide the following details:-**

**Capacity in which responding:**

	Manor Park Primary School	Other School
Parent/Carer		
Pupil		
Headteacher		
Member of School Staff		
Governor		
Resident / other		

I am: Male  Female

**My post code is:**

**Please complete the attached response form and return it:**

- By post to Manor Park Primary Consultation, The Grove, Carshalton, Surrey, SM5 3AL
- By e-mail to: [primaryexpansion@sutton.gov.uk](mailto:primaryexpansion@sutton.gov.uk)
- By completing the response form on-line on Sutton Borough Council's consultation hub:  
<https://sutton.citizenspace.com/>

**The last date for responding to the consultation is 19 October 2015**

**Thank you for taking the time to complete the response**

If you, or someone you know, need a translation of any part of this document please tick the box for the language required and complete the form below. Telephone 020 8770 5000 for more information.

Nëse ju ose dikush që njihni ka nevojë për një përkthim të ndonjë pjese të këtij dokumenti, ju lutemi shënoni me v kutinë për gjuhën e kërkuar dhe plotësoni formularin e mëposhtëm. Për më tepër informacion telefononi numrin 020 8770 5000.

Albanian

إذا كنت أنت، أو شخص آخر تعرفه، بحاجة إلى ترجمة لأي جزء من هذه الوثيقة، فيرجى وضع إشارة في الخانة الخاصة باللغة المطلوبة وإكمال الاستمارة أدناه. ومن أجل الحصول على المزيد من المعلومات يرجى الاتصال بالهاتف رقم 020 8770 5000.

Arabic

যদি আপনার, অথবা আপনার পরিচিত কোন লোকের, এই দলিলাটির কোন অংশের অনুবাদের দরকার হয়, তাহলে যে ভাষায় অনুবাদের দরকার সেই ভাষার পাশের খালি ঘরে টিক চিহ্ন দিন এবং নিচের ফর্মটি পূরণ করুন। এই ব্যাপারে আরো তথ্য বা খবরাখবরের জন্য 020 8770 5000 নম্বরে ফোন করুন।

Bengali

જો તમને, અથવા તમે જાણતા હોય તેવી કોઈ વ્યક્તિને આ દસ્તાવેજના કોઈ પણ ભાગના તરજુમાની જરૂર હોય તો, કૃપા કરી જોઈતી ભાષાના બોક્સમાં નિશાની કરી અને નીચેનું ફોર્મ પૂરું કરો. વધારે માહિતી માટે 020 8770 5000 ઉપર ફોન કરો.

Gujarati

यदि आपको, या किसी और को जिसे आप जानते हैं, इस दस्तावेज़ के किसी भाग का अनुवाद चाहिए तो कृपया वांछित भाषा के बक्स में सही का निशान लगाकर नीचे दिए हुए फार्म को भर दें। अधिक जानकारी के लिए 020 8770 5000 पर टैलीफोन करें।

Hindi

如果你或你認識的人需要將此文件之任何部份翻譯，請在所需的語言上打✓，並填妥下列表格。要索取更多資料請致電020 8770 5000。

Chinese

اگر آپ کو، یا آپ کے کسی جاننے والے کو اس دستاویز کے کسی حصے کے ترجمے کی ضرورت ہے تو براہ مہربانی مطلوبہ زبان کے خانے میں ٹک کا نشان لگائیں اور نیچے دیا گیا فارم مکمل کریں۔ مزید معلومات کے لئے فون نمبر 020 8770 5000 پر رابطہ کریں۔

Urdu

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Name .....

Address .....

.....

Telephone no.....

Please return this form to:  
**Manor Park Primary Consultation**  
**London Borough of Sutton**  
**FREEPOST CN2117**  
**Civic Offices St Nicholas Way**  
**Sutton SM1 1BR**