



**Merger of Calcot Infant and Calcot  
Junior Schools**

**Consultation Document**

June 2004

## Appendix 7(a)

To: ALL INTERESTED PARTIES

Dear Colleague

### **CONSULTATION ON THE MERGER OF CALCOT INFANT AND CALCOT JUNIOR SCHOOLS.**

West Berkshire Council wishes to consult on the merger of Calcot Infant School and Calcot Junior School

There will be a public consultation meeting on:

Monday 20<sup>th</sup> September 2004

At 7:30pm

Calcot Junior School

Curtis Road, Reading

Berkshire RG31 4XG

to which you are invited.

This booklet is designed to give you background information on the issues raised and you will be able to seek more information at the meeting. If you are unable to attend the meeting or wish to put your comments in writing to John Powell (full details enclosed) you should do so by **Friday 15<sup>th</sup> October 2004.**

I hope you will be able to attend.

Yours sincerely

Cllr Mollie Lock

**Portfolio Member  
Children and Young People**

Richard Hubbard

**Corporate Director,  
Children and Young People**

### **CONSULTATION ON THE MERGER OF CALCOT INFANT SCHOOL AND CALCOT JUNIOR SCHOOL**

West Berkshire Council is consulting on the merger of Calcot Infant School and Calcot Junior School.

A public meeting to discuss this matter will be held at:

**Calcot Junior School, Curtis Road, Calcot, Reading, Berkshire RG31 4XG**

7:30pm

Monday 20<sup>th</sup> September

Representatives of West Berkshire Council will be present to hear your views. Written responses can be sent to:

John Powell  
Service Development Manager (Access)  
Education Services  
Avonbank House  
West Street  
Newbury  
Berkshire  
RG14 1BZ  
E-Mail: [JRPowell@westberks.gov.uk](mailto:JRPowell@westberks.gov.uk)

#### **CURRENT POSITION**

West Berkshire needs to reduce the number of surplus places in the primary sector.

Guidance from the Audit Commission indicates that surplus places of between 5% and 10% is the appropriate level to allow for efficient use of resources, whilst also meeting some level of parental preference. In accordance with this, West Berkshire council was given the brief to look at reducing the number of surplus places in West Berkshire. To do this a list of criteria was drawn up for consideration which included: level of surplus places; unit cost; pupil mobility and turbulence; trend in number on roll; rural deprivation and community impact. Following research into these areas, the option of merging Calcot Infant and Calcot Junior School seemed to satisfy these criteria.

In analysing this option, West Berkshire Council used information taken from West Berkshire's May 2003 Surplus place return to the DfES. This information shows that Calcot Infant School has 62 surplus places, equivalent to 24.5% of its capacity and has shown a decrease in the number on roll in recent years. This downward trend is forecast to continue. In addition, the Junior School has 57 surplus places, 17% of its

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capacity. Like the Infant School, it too has seen a drop in pupil numbers which, given the downward trend at the Infant School, seems certain to continue.

It is therefore proposed to merge Calcot Infant School and Calcot Junior School into one primary school of 2fe (forms of entry). There would be no transport issues associated with this option, as the two schools share the same site and catchment area. There would undoubtedly be a need for some capital expenditure on whichever of the two sites any new school was to be based. However the Council considers this option to best satisfy the criteria outlined earlier.

### **OPTIONS**

The following options are under consideration.

- Option 1:** The status quo should be maintained, including maintaining the surplus places.
- Option 2:** Merge Calcot Infant School and Calcot Junior School to form a new community primary school of 420 pupils.
- Option 3:** Some other course of action that may be proposed during the consultation period.

### **THE CONSULTATION PROCESS**

No decisions have been made. West Berkshire Council wishes to consult widely, particularly with parents and members of the public who live in the area and local schools. The consultation process will take place as follows:

1. This paper will be circulated widely. All those interested are invited to comment by Thursday 30<sup>th</sup> September 2004 by writing to: John Powell, Service Development Manager, Education Services, Avonbank House, West Street, Newbury, Berkshire, RG14 1B7 or E-Mail: [JRPowell@westberks.gov.uk](mailto:JRPowell@westberks.gov.uk)
2. A public meeting to discuss the matter and ask further questions will be held on Monday 20<sup>th</sup> September at Calcot Junior School, Curtis Road, Calcot, Reading commencing at 7:30pm. All are welcome to attend.
3. West Berkshire Council will consider the feedback received. If it is decided that a change in provision is required, the Council will publish a statutory notice which provides for a six week period during which formal objections/comments may be submitted.
4. If, following the responses to statutory notices, it is agreed to go ahead, the School Organisation Committee has the power to make the final decision about

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the Council's proposals and they will see all responses received, before making their decision. If there are no objections then the Council itself may determine whether or not to implement the proposals.

The School Organisation Committee is independent of West Berkshire Council and it has different interest groups represented upon it in a structure laid down by statute. In West Berkshire there are five groups which are, Local Education Authority elected members, the Church of England Diocese, the Roman Catholic Diocese, the Learning and Skills Council and the Schools' Group (agreed by the West Berkshire Association of Governors).

### **A summary of consultation process – assuming agreement to each stage**

#### **Step One:**

Consideration and response to the proposals in this document by attendance at the public meeting on Monday 20<sup>th</sup> September or by written response up to and including Friday 15<sup>th</sup> October 2004.

#### **Step Two:**

Report to Council Executive recommending proceeding with option implementation (December 2004).

#### **Step Three:**

Publication of Statutory Notice which provides for an eight week period for objections/comments (mid December 2004).

#### **Step Four:**

Report to the Independent Schools Organisation Committee to determine proposals (within two months of step three).

#### **Step Five:**

Proposals to be implemented by West Berkshire Council (during 2006).

### **INDICATIVE PUPIL NUMBERS**

Appendix 1 shows an indication of pupil numbers in the primary schools within a two mile radius of the proposed school until 2009.

### **GOVERNANCE**

It would be necessary to appoint a temporary governing body to lead the development of the new school including decisions regarding the appointment of the Headteacher. Those interested in getting involved in this are asked to inform Rosie Bass West Berkshire Governor Services. Mrs Bass can be contacted at Avonbank House, on 01635 519739 or email [Rbass@westberks.gov.uk](mailto:Rbass@westberks.gov.uk).

The governing body would have a constitution which decides its membership depending on a variety of factors including the size of the proposed school but would include potential parents. Experienced governors would be appointed if at all possible.

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### **ADMISSIONS**

The new school will start with those pupils already on the roll of the existing Infant and Junior Schools, and will be supplemented with a new cohort of Reception pupils. This would be, in effect, no change for the Infant School but would remove the need to go through an admissions process for parents of Infant pupils expecting to move on to the Junior School. The LEA would ensure that proposals are published in the Parents' Guide for Admissions to give parents advance knowledge along with a new Admissions Number calculated for the new school as a whole.

### **TRANSPORT**

Transport to school would be provided in line with normal policy i.e. to pupils living within designated area living beyond 2 miles in the case of pupils aged under 8 and over 3 miles in the case of pupils aged over 8.

### **INCLUSION**

The school will be designed and organised to support inclusion of pupils of all abilities.

### **STAFFING**

The temporary governing body would appoint a Headteacher designate. One of the first tasks of the Headteacher designate would be to agree an appropriate staffing structure with the governors.

The new school would in the first instance look to appoint staff displaced by the re-organisation to the new structure.

### **CAPITAL IMPLICATIONS**

Initially, both sites will continue to operate whilst the Council works with the shadow governing body and headteacher designate to determine the building requirements of the new school. Focussing the new school on one site will free resources to enable the creation of extended schools at the heart of the community, delivering services and facilities for community use.

### **REVENUE IMPLICATIONS**

The costs of running the new school would be decided through the funding formula for schools. This is based upon the numbers of pupils, their ages and needs. The budget would be delegated to the governing body.

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### INDICATIVE TIMESCALE

Circulation of Consultation papers  
Public Consultation meeting  
Consultation period ends  
Consideration of feedback  
Publication of statutory notices  
Meeting of School Organisation Committee  
Implementation of Proposals

June 2004  
20<sup>th</sup> September 2004  
15<sup>th</sup> October 2004  
November 2004  
November 2004  
February 2005  
During 2006

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### APPENDIX 1

#### Indicative Pupil Numbers – showing schools within 3 miles

(Forecast base date May 2003)

##### CALCOT INFANT

	R	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
2003	32	70	64					166
2004	30	78	67					175
2005	31	73	75					179
2006	38	75	70					183
2007	38	84	72					194
2008	38	84	81					203
2009	38	84	81					203

##### CALCOT JUNIOR

	R	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
2003				58	61	72	88	279
2004				59	57	61	71	248
2005				62	58	57	60	237
2006				69	60	58	56	243
2007				65	67	60	57	249
2008				66	63	67	59	255
2009				75	64	63	66	268

##### BURGHFIELD ST MARY'S

	R	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
2003	16	20	20	21	21	17	18	133
2004	16	20	20	20	20	21	17	134
2005	16	20	20	20	20	20	21	137
2006	16	20	20	20	20	20	20	136
2007	16	20	20	20	20	20	20	136
2008	16	20	20	20	20	20	20	136
2009	16	20	20	20	20	20	20	136

##### GARLAND JUNIOR

	R	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
2003				52	63	39	43	197
2004				51	53	62	40	206
2005				52	52	52	62	218
2006				59	53	51	53	216
2007				59	60	52	52	223
2008				59	60	59	53	231
2009				59	60	59	60	238

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### WESTWOOD FARM INFANT

	R	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
2003	54	65	61					180
2004	57	63	65					185
2005	57	63	63					183
2006	57	63	63					183
2007	59	63	63					185
2008	59	63	63					185
2009	59	63	63					185

### WESTWOOD FARM JUNIOR

	R	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
2003				63	50	67	68	248
2004				58	63	52	67	240
2005				65	58	63	53	239
2006				63	65	60	63	251
2007				63	63	65	60	251
2008				63	63	63	65	254
2009				63	63	63	63	252

### PURLEY INFANT

	R	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
2003	20	23	15					58
2004	12	20	22					54
2005	13	17	19					49
2006	21	17	16					54
2007	20	21	16					57
2008	20	20	20					60
2009	20	20	19					59

### PANGBOURNE

	R	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
2003	19	39	37	34	43	49	32	253
2004	19	38	39	36	34	43	49	258
2005	17	38	38	38	35	34	43	243
2006	20	36	38	37	37	35	34	237
2007	20	38	36	37	36	37	35	239
2008	20	38	38	35	36	36	37	240
2009	20	38	38	37	35	36	36	240

### LONG LANE

	R	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
2003	19	27	27	31	51	48	50	253
2004	19	30	29	45	33	51	48	255
2005	16	30	30	47	47	33	51	254
2006	19	25	30	47	47	47	35	250
2007	19	30	27	47	47	47	47	264
2008	19	30	30	47	47	47	47	267
2009	19	30	30	47	47	47	47	267

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### DOWNSWAY

	R	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
2003	25	33	38	26	33	38	29	222
2004	30	30	33	38	27	33	37	228
2005	24	30	30	33	38	28	32	215
2006	24	30	30	30	33	38	27	212
2007	26	30	30	30	30	33	37	216
2008	26	30	30	30	30	30	32	208
2009	26	30	30	30	30	30	29	205

### BIRCH COPSE

	R	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
2003	44	49	49	47	40	49	58	336
2004	47	49	49	49	48	41	49	332
2005	43	49	49	49	49	49	44	332
2006	42	49	49	49	49	49	49	336
2007	45	49	49	49	49	49	49	339
2008	45	49	49	49	49	49	49	339
2009	45	49	49	49	49	49	49	339

### SPRINGFIELD

	R	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
2003	37	47	39	35	42	39	38	277
2004	41	40	47	40	36	42	40	286
2005	37	41	40	47	40	38	42	285
2006	36	40	41	40	47	40	40	284
2007	39	40	40	41	40	47	40	287
2008	39	40	40	40	41	40	47	287
2009	39	40	40	40	40	41	40	280

### ST. PAUL'S

	R	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
2003	52	32	33	33	45	29	28	252
2004	39	52	32	36	33	43	30	265
2005	36	39	51	34	36	32	43	271
2006	37	38	38	51	34	35	33	266
2007	39	38	37	38	51	33	36	272
2008	39	39	37	38	38	49	34	274
2009	39	39	38	38	38	37	49	278

### ENGLEFIELD

	R	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
2003	5	15	16	16	14	16	13	95
2004	9	9	15	16	16	15	15	95
2005	6	15	10	15	16	16	15	93
2006	7	11	15	11	15	16	15	90
2007	7	13	13	15	11	15	15	89
2008	7	13	15	14	15	12	15	91
2009	7	13	15	15	14	15	12	91

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### KENNET VALLEY

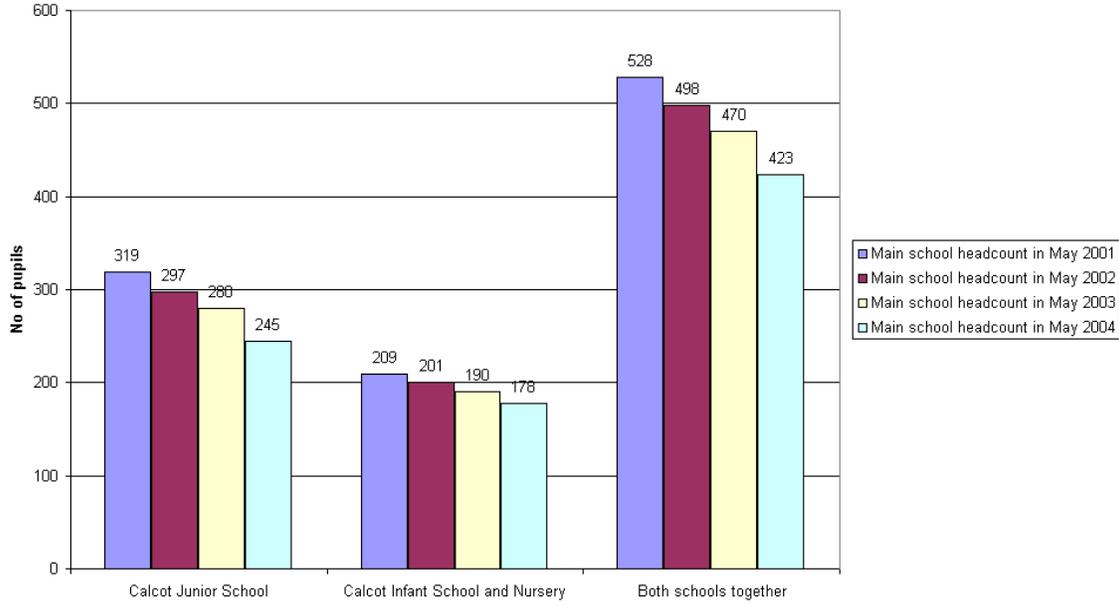
	R	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
2003	30	29	26	30	41	33	29	218
2004	34	29	29	25	31	40	34	222
2005	25	33	29	28	26	30	40	211
2006	29	24	33	28	29	25	31	199
2007	28	28	24	32	29	28	26	195
2008	28	27	28	23	33	28	29	196
2009	28	27	27	27	24	32	29	194

### THEALE

	R	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Total
2003	26	29	39	32	37	30	24	217
2004	26	30	30	39	32	36	28	221
2005	24	30	30	30	39	31	34	218
2006	25	30	30	30	30	38	29	212
2007	26	30	30	30	30	29	36	211
2008	26	30	30	30	30	29	27	202
2009	26	30	30	30	30	29	27	202

**APPENDIX 2  
Pupil Numbers Trends**

Calcot Infant School and Calcot Junior School: trend in pupil numbers May 2001 - May 2004



The capacity of the schools is as follows:

Calcot Infant School - 253

Calcot Junior School - 336