

**Open Report on behalf of Debbie Barnes, Executive Director of Children's Services**

Report to:	<b>Councillor Mrs P A Bradwell, Executive Councillor: Adult Care, Health, and Children's Services</b>
Date:	<b>23 March 2018</b>
Subject:	<b>Proposal to amend the age ranges of Grainthorpe Primary School and Marshchapel Primary School (Final decision)</b>
Decision Reference:	<b>I014445</b>
Key decision?	<b>Yes</b>

**Summary:**

Lincolnshire County Council has a statutory duty to ensure that there are sufficient school places within its area to accommodate all pupils of statutory school age who live in Lincolnshire. The Council is also committed to supporting the future viability of small rural primary schools where a viable structural solution can be found.

The proposal under consideration is to change the age ranges of Grainthorpe Primary School and Marshchapel Primary School.

The proposal is to change Marshchapel Primary School from an age range of 4 to 11 to an infant school with an age range of 3 to 7 (to formally include Early Years provision). The proposal for Grainthorpe Primary School is to permanently change it from an age range of 4 to 11 to a junior school with an age range of 7 to 11. The proposed implementation date is 1 September 2018.

The proposal would require that from 1 September 2018 children in the junior cohorts (Y3 to Y6) at both schools will be placed on roll and educated at Grainthorpe, and all infant cohorts (Reception to Y2) at both schools will be placed on roll and educated at Marshchapel. The early years provision (pre-school age) would remain as it is on site at Marshchapel. The two schools would remain separate schools but in a hard federation with one Governing Body and one executive Head. North Cotes CE Primary School is currently also part of the Fenlands Federation with Marshchapel and Grainthorpe. North Cotes will remain as a 4 to 11 school and is not part of this proposal. The Local Authority believes that this proposal is the best available option to address the expected and existing low pupil numbers across the area to ensure that both schools have the best opportunity for an educationally and financially sustainable future and to enable high quality teaching and learning to take place.

The Local Authority is co-ordinating the process following statutory guidelines published in the Department for Education (DfE) guide "Making 'prescribed alterations' to maintained schools. Statutory guidance for proposers and decision makers" (April 2016) in accordance with the terms of the Education and Inspections Act 2006, as updated by the Education Act 2011.

On 25 September 2017 a five week period of consultation commenced which closed on 6 November 2017 and is further referred to later in this report in the Consultation section. A summary of written responses received is also attached in Appendix A.

Following the consultation period the decision was taken on 29 November 2017 to publish a Statutory Notice on 3 January 2018. This initiated a four week Representation Period up to 31 January 2018 when written objections and comments may be submitted. The process is now entering the final stage when the Local Authority (LA), as decision maker, must take the final decision regarding the proposal within 2 months from the end of the Representation Period (by 23 March 2018).

This report seeks to advise the Executive Councillor on making the final decision regarding the proposal to change the age ranges of both Grainthorpe Primary School and Marshchapel Primary School.

**Recommendation(s):**

That the Executive Councillor approves the proposal to change the age ranges of Grainthorpe Primary School from an age range of 4 to 11 to a junior school with an age range of 7 to 11 and Marshchapel Primary School from an age range of 4 to 11 to an infant school with an age range of 3 to 7 (to formally include Early Years provision).

**Alternatives Considered:**

1. The Council retains the two schools as they are.  
  
The above alternative would have the following disadvantages:  
  
To keep operating both primary schools would mean children continuing to attend two very small schools, consequently placing greater demands on a small number of staff to adequately deliver the full primary age curriculum entitlement. With low numbers of children on roll the staffing structures will have to reduce in one of the schools to set a balanced budget in the future. Continued low pupil numbers mean that schools are unlikely to be able to deliver a high standard of education that all pupils are entitled to, with multiple year groups in single classes being necessary to make efficiency savings. Staff recruitment and retention could also become more of a challenge. It is not possible to set a balanced budget for both schools remaining as two separate primary schools without having a negative

impact on the quality of the education.

Should the proposal not be approved by the Executive Councillor, there are concerns over the medium to long term financial sustainability over the current school structure. By agreeing to the proposal, the schools have an opportunity to secure their future sustainability.

**Reasons for Recommendation:**

The decision to consult has been taken in the context of concern over the long term educational and financial sustainability of both schools in relation to being able to offer quality education to pupils with the resources available, whilst being able to set a balanced budget with low pupil numbers.

Very small schools require a disproportionate amount of funding. The sparsely populated county of Lincolnshire makes it necessary to sustain smaller schools to meet the needs of local communities across wide rural areas, and the LA's funding formula supports this. However, when pupil numbers remain low the situation becomes unsustainable. Individual schools are not legally allowed to set a deficit budget without a realistic medium term plan showing how the deficit will be turned around or how the finances across a hard federation can sustain all the schools within it. Nor do the regulations allow the LA to provide funding in addition to their delegated budget to support a deficit.

Current and projected pupil numbers for Marshchapel and Grainthorpe indicate that there are sufficient numbers to operate a successful infant school and junior school model in the medium term, but not enough to maintain two stand-alone primary schools with a broad and balanced curriculum delivering a consistently high quality education to all age groups.

Combining the year groups of both schools and operating as an infant school and junior school will assist both schools in setting an overall balanced budget by having a more efficient classroom structure, whilst benefiting pupils at both Grainthorpe and Marshchapel primary schools in terms of the breadth and quality of education all children are entitled to. Operating as an infant school and junior school would increase pupil numbers in each year group and reduce the incidence of teaching more than two year groups in one class. This would enable pupils to receive a more rounded education and offer greater social interaction. This model has already been successfully trialled across the federation with some year groups (Years 5 and 6 at Grainthorpe) and has received positive feedback from pupils, parents and staff, with Grainthorpe recently being graded Good by Ofsted. This proposal looks to develop that arrangement on a more permanent basis and adopt that model across all year groups across the two sites.

A further benefit from this proposal is that it could potentially improve staff recruitment and retention in the future, as specialist teachers for Early Years/Foundation Stage, Key Stage 1 and Key Stage 2 could develop within their preferred area of expertise. It would also present more of an opportunity to

focus on effective spending to meet the needs of individual pupils through targeted provision.

It would also ensure that appropriate facilities are available to each age range e.g. specialist early years and infant facilities at Marshchapel, and outdoor space desirable at junior age with the field at Grainthorpe (Marshchapel has a remote school field). If this proposal is implemented it may also provide an opportunity to consider investment into both schools to provide enhanced infant and junior facilities if required.

The LA considers the proposal to be the most appropriate available solution to provide the best opportunity to safeguard the future of both schools.

## 1. Background

A changing age profile of the rural population in recent years has resulted in a trend towards lower numbers of families with primary age pupils choosing to live in small rural communities. There are no longer sufficient pupil numbers in the immediate area for two viable primary schools to remain educationally and financially sustainable. The table below on the left shows the potential reception numbers for Marshchapel and Grainthorpe. The table on the right shows the current number on roll (as at October 2017).

Also included is their PAN (Published Admission Number) for comparison.

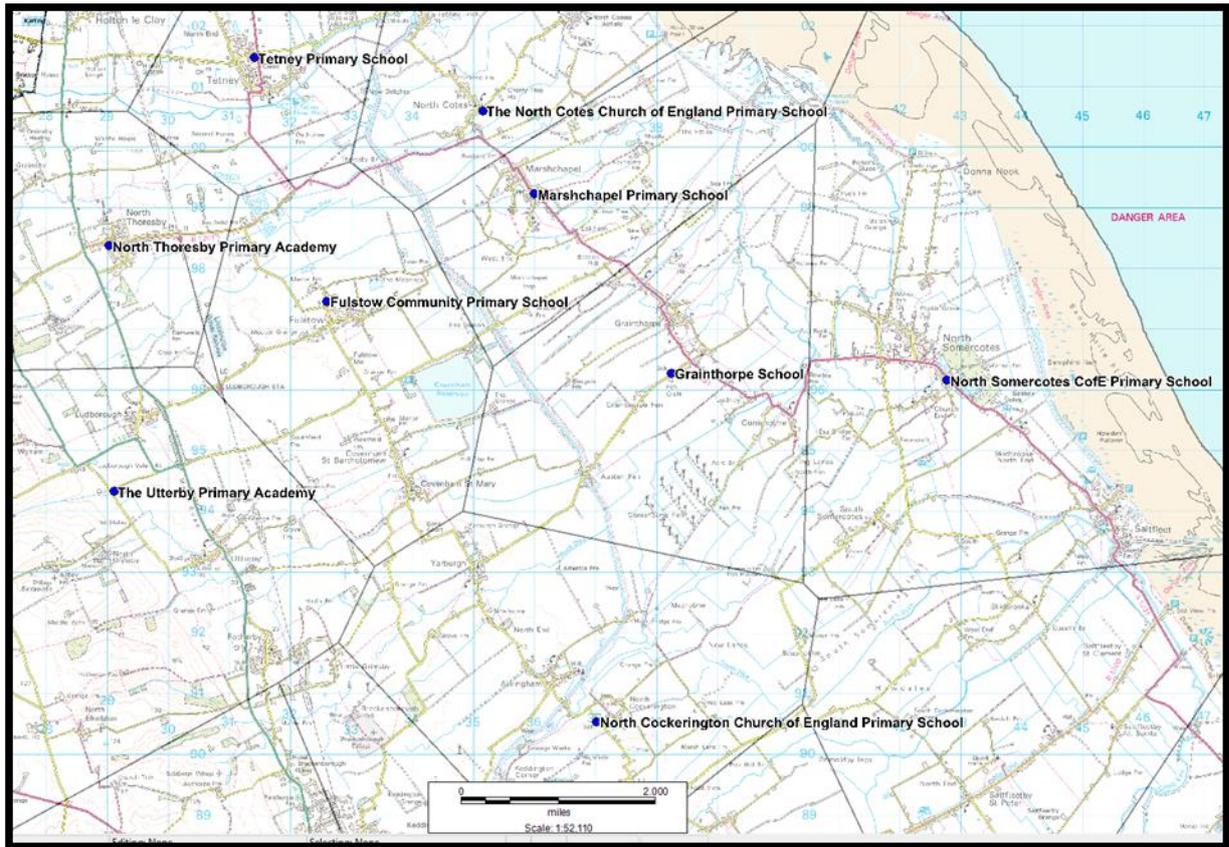
Lincolnshire Community Health Service Birth Data 2017 by Reception Intake Year					October 2017 Number on Roll Census Data						
Voronoï	PAN	R2020	R2019	R2018	R	Y1	Y2	Y3	Y4	Y5	Y6
Grainthorpe School	10	7	6	4	1	2	4	3	3	6	9
Marshchapel Primary School	8	7	6	2	9	6	9	13	11	11	6
<b>Totals</b>	<b>18</b>	<b>14</b>	<b>12</b>	<b>6</b>	<b>10</b>	<b>8</b>	<b>13</b>	<b>16</b>	<b>14</b>	<b>17</b>	<b>15</b>

Below is how the numbers would look if the proposals were implemented at this time which clearly shows better balanced class sizes which would enhance the learning and social experience of the children on roll at these schools.

<b>R</b>	10	<b>Marschapel Primary School (Proposed PAN of 15) Capacity 56</b>
<b>Y1</b>	8	
<b>Y2</b>	13	
<b>Total</b>	<b>31</b>	

<b>Y3</b>	16	<b>Grainthorpe Primary School (Proposed PAN of 15) Capacity 70</b>
<b>Y4</b>	14	
<b>Y5</b>	17	
<b>Y6</b>	15	
<b>Total</b>	<b>62</b>	

The map below shows the relevant geographical area.



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Birth data shows a consistent cohort size below the capacity in this area going forward.

The proposal being consulted on is to change Marshchapel Primary School from an age range of 4 to 11 to an infant school with an age range of 3 to 7 (to formally include Early Years provision). The proposal for Grainthorpe Primary School is to permanently change it from an age range of 4 to 11 to a junior school with an age range of 7 to 11. The proposed implementation date is 1 September 2018.

Having larger class sizes will benefit the learning experience of the children and increase the number of classroom activities available to them.

If the proposal is approved, it is intended that any necessary building/refurbishment work will begin later in 2018 and planned to be completed in advance of the start of term in September 2018. At Marshchapel Primary School the intention is to install some new toilets and then convert the existing bathroom facilities into a group room/office. In addition to this, the current outdoor play equipment at Grainthorpe Primary School, which has been condemned, will be replaced and made fit for purpose for children of junior age. This work would be managed to cause minimal disruption to the schools during term time making the best use of school holidays where possible.

## Reaching the decision – Preliminary Considerations

The requirements for decision making relating to school organisation in LA Maintained schools are set out in the guide "Making 'prescribed alterations' to maintained schools. Statutory guidance for proposers and decision-makers" (April 2016) published by the DfE.

The DfE does not prescribe the exact process which a decision maker should follow but the decision maker must have regard to this guidance. The decision maker should consider the views of those affected by the proposal and should not simply take account of the numbers of people expressing a view but give greatest weight to those stakeholders most likely to be affected and especially the parents of children at the school concerned.

### **Factors to be considered by Decision Makers**

#### *The Consultation and Representation Period*

The Executive Councillor must be satisfied that the appropriate consultation and representation periods have been carried out and that all of the responses received have been given due consideration.

Although there is no longer a prescribed consultation period prior to the publication of the Statutory Notice and Complete Proposal the DfE's guidance states "*a strong expectation on schools and LAs to consult interested parties in developing their proposal prior to publication*". The LA conducted a five week period of pre-consultation to fulfil this expectation and also to operate a fair and open process and ensure all views were considered. A Statutory Notice (Appendix B) and Complete Proposal (Appendix C), initiating a four week Representation Period, were published in accordance with current statutory requirements.

Responses submitted during both the Consultation and Representation Period have been made available to the Executive Councillor for consideration when taking the final decision and further details of these responses are provided in section 6 of this report (**Consultation**).

#### *Education standards and diversity of provision*

The Executive Councillor should consider the quality and diversity of schools in the area and be satisfied that the proposal will meet the aspirations of parents, contribute to raising local standards of provision and lead to a closing of attainment gaps. The Government's aim is to create a more diverse school system offering excellence and choice so that every child receives an excellent education whatever their background and wherever they live.

Grainthorpe Primary School was rated overall by Ofsted as a 'Good' school at its last inspection in November 2016 and Marshchapel Primary School was rated as a 'Good' school in July 2014.

The LA believes that this proposal provides the best option to improve progress and standards of attainment with an enhanced quality of education for current and future children in the area whilst maintaining diversity.

### *Demand*

Birth data supplied by Lincolnshire Community Health Service (for January 2017) confirms that future cohorts in this geographical area cannot support the existence of two primary schools.

Therefore, a permanent sustainable solution is needed to safeguard the future of both schools.

Current and projected pupil numbers for Grainthorpe and Marshchapel indicate that there are sufficient numbers to operate a successful infant school and junior school model.

### *School size*

Assumptions that schools should be of a certain pupil number size to be a good school should not be made although the financial viability and cost-effectiveness of a proposal is an important factor in the decision-making process.

If the proposal is not approved and the school numbers remain low, the future of one of the schools' would become financially unsustainable and would be unable to provide a broad and balanced curriculum to such small class sizes would be a significant challenge.

### *Proposed admission arrangements*

Before approving the proposals the LA must ensure that the admission arrangements of the schools are compliant with the School Admissions Code. The proposed change in age ranges at Grainthorpe Primary School and Marshchapel Primary School will be processed in accordance with the School Admissions Code to determine admission arrangements for the academic year commencing September 2018. Those children attending Marshchapel Primary School in Y2 will not automatically be given a place at Y3 at Grainthorpe Primary School when they move up a year group after Y2 in future. They will have to apply for a school place. However, it is highly unlikely that a place would not be available. All of the children in YR to Y5 currently on roll in this academic year will be offered a place at either the new infant or junior school setting depending on their age. If parents do not wish to take up that offer they are entitled to put in a mid-year application for another school, and if they have a space available they may wish to move their child if the offer of a school place is made.

### *National Curriculum*

All maintained schools must follow the National Curriculum unless they have secured an exemption. Grainthorpe Primary School and Marshchapel Primary

School currently follow the National Curriculum and will continue to do so if the proposed changes are approved.

### *Equal Opportunity*

The LA must have 'due regard' to the need to eliminate discrimination, advance equality of opportunity and foster good relations and should consider whether there are any sex, race or disability discrimination issues that arise out of the proposed changes. There should be a commitment to provide access to a range of opportunities which reflect the ethnic and cultural mix of the area while ensuring that such opportunities are open to all.

There are no sex, race or disability discrimination issues arising from this proposal. All new facilities will be compliant with current equality legislation. The LA will continue to be committed to provide access to a range of opportunities which reflect the ethnic and cultural mix of the area while ensuring that such opportunities are open to all.

### *Community cohesion*

The impact on the community must be considered and schools have a key part to play in providing opportunities for young people from different backgrounds to learn from and respect each other and gain an understanding of other cultures, faiths and communities. The decision-maker must take account of the community served by the school and the views of different sections of the community.

By adopting an Infant/Junior model the future of the two schools would be secured and should pupil numbers increase in the future there would be scope to return to the existing model.

With increased class sizes comes increased diversity which will provide a broader spectrum of learning and socialisation for the children.

### *Travel and accessibility*

The Executive Councillor should be satisfied that accessibility planning has been properly taken into account and that proposed changes do not adversely impact on disadvantaged groups. Proposals should not unreasonably extend journey times or increase transport costs or result in too many children being prevented from travelling sustainably due to unsuitable walking or cycling routes. The proposal should be considered on the basis of how it will support and contribute to the Council's duty to promote the use of sustainable travel and transport to school.

The LA will continue to work with Highways, planners and the school to ensure that any potential issues are taken into consideration. The LA will continue to look for suitable solutions to help mitigate against all concerns.

The County Council home-to-school transport policy will continue to apply – this provides free home-to-school transport for pupils to their nearest designated school (if it is more than 2 miles away for primary aged pupils) but it is expected

that most pupils will live within a two mile radius of the school. However, the route between the two sites is considered to be an unsuitable walking route, so parents will be entitled to home to school transport being provided and funded, should they require it e.g. infant aged children that live in Grainthorpe would be entitled to transport to Marshchapel Infant School (and vice versa).

### *Capital*

There is a small amount of capital investment (approximately £60k) required to ensure that the sites are better suited to the specific age groups, but these enhancements are related to condition and improvement work that will improve facilities and are affordable with available capital funding.

### *School premises and playing fields*

All schools are required to provide suitable outdoor space to both enable physical education for pupils in accordance with the curriculum and also for pupils to play outside safely. DfE guidelines suggest areas for pitches and games courts but these are non-statutory.

By replacing the condemned outdoor play equipment at Grainthorpe Primary School the LA will be improving facilities for current and future pupils and enabling physical activity to take place in a safe environment.

### *Special Educational Needs and Disabilities (SEND) Provision and SEND Improvement Test*

If the proposal is approved there is likely to be a positive impact with regard to SEND provision in that children with additional needs may have the opportunity to be educated in small breakout groups more often if there are a greater number of pupils of a similar age and/or comparable needs. The LA will continue to ensure suitable provision for all children with special educational needs and disabilities and consideration of their needs will take place with physical access being assured should a need be presented. The LA will continue to look to make improvements in the standard, quality and/or range of the education provision for children with SEND and so meet the Special Educational Needs and Disabilities Test.

## **2. Legal Issues:**

### Equality Act 2010

Under section 149 of the Equality Act 2010, the Council must, in the exercise of its functions, have due regard to the need to:

- \* Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act
- \* Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
- \* Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The relevant protected characteristics are age; disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; and sexual orientation

Having due regard to the need to advance equality of opportunity involves having due regard, in particular, to the need to:

- \* Remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic
- \* Take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it
- \* Encourage persons who share a relevant protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low

The steps involved in meeting the needs of disabled persons that are different from the needs of persons who are not disabled include, in particular, steps to take account of disabled persons' disabilities.

Having due regard to the need to foster good relations between persons who share a relevant protected characteristic and persons who do not share it involves having due regard, in particular, to the need to tackle prejudice, and promote understanding.

Compliance with the duties in section 149 may involve treating some persons more favourably than others.

The duty cannot be delegated and must be discharged by the decision-maker. To discharge the statutory duty the decision-maker must analyse all the relevant material with the specific statutory obligations in mind. If a risk of adverse impact is identified consideration must be given to measures to avoid that impact as part of the decision making process.

An Impact Equality Assessment (Appendix B to this report) has been carried out. A positive impact in relation to age is that there will be larger class sizes for children of the same age which will improve their educational experience and aid their socialising skills. They will also be able to participate in a wider number of sporting activities which are not feasible when class sizes are so low.

A positive impact with regards to disability is that children with additional needs may have the opportunity to be educated in small breakout groups more often if there are a greater number of pupils of a similar age and/or comparable needs.

A negative impact is that there may be some slight disruption in relation to building work. However, this would be managed to cause minimal disruption to the schools during term time making the best use of school holidays where possible. The benefit of this work is that the facilities at both schools will be improved which should negate any initial disruption.

Another negative impact is that those children attending Marshchapel Primary School in Y2 won't automatically be given a place at Y3 at Grainthorpe Primary School when they move up a year group after Y2 in future. They will have to apply for a school place. However, it is highly unlikely that a place wouldn't be available.

All of the children in YR to Y5 currently on roll in this academic year will be offered a place at either the new infant or junior school setting depending on their age. If parents do not wish to take up that offer they are entitled to put in a mid-year application for another school, and if they have a space available they may wish to move their child if the offer of a school place is made.

In addition to the above there will be some minor disruption to pupils who have to travel slightly further to school but the LA believe that this is preferable to the possibility of one of the schools having to close due to it not being able to remain financially or educationally viable.

### Joint Strategic Needs Analysis (JSNA and the Joint Health and Wellbeing Strategy (JHWS)

The Council must have regard to the Joint Strategic Needs Assessment (JSNA) and the Joint Health & Well Being Strategy (JHWS) in coming to a decision.

Having regard to the Joint Strategic Needs Analysis two areas have been identified that are pertinent to this consultation, which are educational attainment and childhood obesity. In relation to educational attainment, by adopting an infant and junior model, class sizes of similar age groups will be larger which will make more school activities feasible thereby improving the learning opportunities of the children. With regards to childhood obesity, larger year group sizes will make team sports a more viable option.

### Crime and Disorder

Under section 17 of the Crime and Disorder Act 1998, the Council must exercise its various functions with due regard to the likely effect of the exercise of those functions on, and the need to do all that it reasonably can to prevent crime and disorder in its area (including anti-social and other behaviour adversely affecting the local environment), the misuse of drugs, alcohol and other substances in its area and re-offending in its area.

Section 17 has been considered but there are not considered to be any implications for crime and disorder of the proposed decision.

### **3. Conclusion**

The final decision is required from the Executive Councillor to determine whether to approve the proposal to change the age ranges of Grainthorpe Primary School and Marshchapel Primary School as detailed in this report. The factors to consider in making this decision are within this report and all valid written responses received during consultation and the Representation Period (see section **6 Consultation**) must be considered.

The LA believes this proposal to be in the best interests of local children and local parents as well as education provision in the area and it supports the

council's aim of ensuring that as many children as possible can reach their full potential.

It is recommended that the proposal is implemented to ensure the best educational opportunities for the children of Marshchapel, Grainthorpe and the wider area. The advantages of implementing this proposal are detailed earlier in this report in the "**Reasons for Recommendations**" section.

#### **4. Legal Comments:**

The Council is the decision-maker for school alteration proposals of this type under the School Organisation (Prescribed alterations to maintained schools) Statutory guidance for proposers and decision-makers (April 2016). The decision-maker may reject the proposal, approve the proposal without modification or approve the proposal with such modifications as the Council considers desirable but only after consultation on those modifications with the governing body.

The Council as decision-maker may make the approval of the proposal conditional but only on specified matters contained in the Regulations.

The proposal is consistent with the Policy Framework and within the remit of the Executive Councillor.

#### **5. Resource Comments:**

The recommendation in the report to amend the age ranges of Grainthorpe Primary School and Marshchapel Primary School will deliver sustainable budgets for the two schools based on the indicated pupil numbers compared to the two primary schools currently in operation as they are. The recommendation will allow optimum class structures to operate, which will benefit pupils at both schools in terms of breadth and quality of education. The delegated budget shares for the two schools will be re-determined from September 2018 based on the distribution of pupils across the infant and junior model.

The sufficiency of pupil numbers is important for all schools due to the government's drive for school funding to be allocated predominately through pupil-led factors. The recommendation will achieve financial efficiencies delivering effective use of resources. It is important that both schools seek to drive up pupil numbers to secure its future in the medium to longer term.

The financial cost of the recommendation to the Council's home to school transport budget is £62k p.a. based on every pupil taking up the offer (which is unlikely). This cost represents 0.24% of the overall home to school transport budget. Consideration will be made on how this is managed internally.

The capital investment of £60k will be met from the capital programme to provide condition and improvement work to the sites.

## 6. Consultation

In order for the age ranges of Grainthorpe Primary School and Marshchapel Primary School to be changed the Local Authority must follow the necessary statutory processes in accordance with the Education and Inspections Act 2006, the Education Act 2011 and the guidance "Making 'prescribed alterations' to maintained schools. Statutory guidance for proposers and decision-makers" (April 2016) issued by the DfE.

Under these guidelines the LA must ensure that sufficient time and information are provided for people to understand, form a view on the proposal and make a response. Under the DfE guidelines which came into effect in April 2016 there is no longer a prescribed consultation period for significant changes to schools (including physical expansions). However there is a *"strong expectation on schools and LAs to consult interested parties in developing their proposal prior to publication"*. To comply with this the Local Authority has conducted a four week period of pre-consultation. Any documentation issued must set out the problem that is being addressed and invite comment on one or more solutions. The local Authority must explain the decision making process and take all reasonable steps to draw the proposal to the attention of all those who might be interested and take into account their views.

The Education and Inspections Act 2006 specifically includes as interested parties the registered parents of registered pupils at the school and also the appropriate District and parish Councils for the area. The guidance issued by the DfE in April 2017 does not prescribe a definitive list of consultees. The list of interested parties was therefore compiled comprising as wide a range of consultees as practicable to ensure that all interested parties were included and incorporated parents of current pupils, the District Council, as well as individual County, District and Parish Councillors as appropriate. Children at both schools were given the opportunity to discuss the change of age proposals via the school and the majority were happy and enthusiastic about the changes.

A letter incorporating relevant information and reasons for the proposal was sent out to interested parties on 25 September 2017 to commence a four week period of consultation. Meetings were held at both schools on 9 October 2017 to allow any interested parties to ask questions, discuss the proposals and raise any concerns. Representatives from the Governing Body and LA were present. Approximately 15 people took up this offer and as a result of these meetings a question and answer document was drafted which was published on the LCC website and is included as Appendix D of this document. There was the opportunity to provide a response to the consultation by letter, email or by returning the response form attached to the consultation document by 6 November 2017. Copies of the letter commencing consultation and the response form were also published on the County Council website under the webpage 'Current Consultations' on [www.lincolnshire.gov.uk/schoolorganisation](http://www.lincolnshire.gov.uk/schoolorganisation)

All written responses received during consultation have been made available to the Executive Councillor for consideration and further details are confirmed in this report in Appendix A. To briefly summarise, however, there were five responses

with four in favour and one neither for nor against the proposals. All comments made will be taken into consideration by the Executive Councillor in the decision making process.

Following the completion of the consultation period all feedback was considered with a full report (which is referred to in the Background Papers section below and will also be re-considered along with this report) by the Executive Councillor and a decision was taken on 29 November 2017 to proceed to Statutory Notice. A statutory 4 week Representation Period was entered into on 3 January 2018 commencing with the publication of the Statutory Notice (Appendix B) in the local press (The Louth Leader), on the Lincolnshire County Council's website and at the school gates of Grainthorpe Primary School and Marshchapel Primary School. The Complete Proposal, available in paper and electronic format (Appendix C) to which the Statutory Notice refers, was sent to interested parties as detailed in the statutory guidance and was also published on the County Council website under the webpage 'Current Consultations' on [www.lincolnshire.gov.uk/schoolorganisation](http://www.lincolnshire.gov.uk/schoolorganisation). The Representation Period provided a further opportunity for people and organisations to express their views and ensure that they are taken into account when the final decision is taken. Six responses were received during the Representation Period, three in favour, two against the proposal and one neither for nor against.

Under current legislation the Local Authority is the decision maker for the proposal and is co-ordinating the statutory process before making a final decision by 23 March 2018. The LA, as decision-maker, must be able to show that all relevant issues raised are taken into consideration in the decision making process. Points raised can be considered unpersuasive but must not be ignored altogether.

The last stage of the statutory process would be the implementation of the proposal with the change to age ranges of Grainthorpe Primary School and Marshchapel Primary School with effect from September 2018.

**a) Has Local Member Been Consulted?**

Yes

**b) Has Executive Councillor Been Consulted?**

Yes

**c) Scrutiny Comments**

The decision of whether to proceed with the change of age ranges of Grainthorpe Primary School and Marshchapel Primary School will be discussed by the Children and Young People Scrutiny Committee on 9 March 2018. Comments from the Committee will be passed onto the Executive Councillor.

**d) Have Risks and Impact Analysis been carried out?**

Yes

## e) Risks and Impact Analysis

An Impact Assessment has been completed and in summary the analysis indicates that there will be a positive impact arising out of the Executive Councillor's decision.

## 7. Appendices

These are listed below and attached at the back of the report	
Appendix A	Summary of written consultation responses
Appendix B	Statutory Notice
Appendix C	Complete Proposal
Appendix D	Question and Answer Document

## 8. Background Papers

Document title	Where the document can be viewed
Report on the proposal to change the age ranges of Grainthorpe Primary School and Marshchapel Primary School (decision to go to Statutory Notice)	Lincolnshire County Council Committee Records Reference I014445
The DfE guide "Making 'prescribed alterations' to maintained schools. Statutory guidance for proposers and decision-makers" (April 2016)	Available on request from the School Organisation Planning Team, Children's Services
Equality Impact Analysis	Available on request from the School Organisation Planning Team, Children's Services
Individual consultation responses	Individual responses available to be viewed by the decision-maker. Content of responses anonymised and summarised to this report in Appendix A

This report was written by Matthew Clayton, who can be contacted on 01522 553535 or [matthew.clayton@lincolnshire.gov.uk](mailto:matthew.clayton@lincolnshire.gov.uk)

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