



COMPETITION FOR THE ESTABLISHMENT OF A NEW PRIMARY SCHOOL IN CAMBRIDGE

DRAFT SPECIFICATION

1. BACKGROUND

Cambridgeshire County Council has a legal responsibility to keep the number of school places under review and to take appropriate steps to manage the position. The Education and Inspections Act 2006 also requires local authorities to adopt a strategic role, with a duty to promote choice, diversity and fair access to school provision; this includes a requirement on local authorities to invite other potential promoters to enter into a competition to provide any new primary, secondary or special schools that they plan to establish.

Following a long period of falling birth rates across Cambridgeshire, more children have been born in the County in recent years; this trend is forecast to continue for the foreseeable future. Locally, Cambridge has seen the greatest change.

Information from the National Health Service and work undertaken by the Council's Research Group indicate that, without the action which the Council has already taken, and plans to take, to meet its statutory duty, demand for primary school places across the City would exceed the number of school places available for the foreseeable future.

A consultation document to obtain the views of parents, staff and governors on a number of proposals to increase primary school provision in the south of Cambridge was published in November 2009. Those proposals included the establishment of a new primary school in the south of the City.

In line with the requirements of the Education and Inspections Act 2006, the new school will be established by means of an open competition process.

The Council does not intend to enter the competition. Bids will be welcomed either from individual promoters or organisations choosing to collaborate. The timeline for the competition process is set out in **Appendix 1**.

2. DETAILS OF PROPOSED NEW PRIMARY SCHOOL

The details of the proposed new primary school are set out below. These follow the requirements outlined in Part 1 of Schedule 1 to The School Organisation (Establishment and Discontinuance of Schools) (England) Regulations 2007 (as amended).

- i) Number of School Places and Proposed Admission Number**
The school will open in 2011 with places for up to 60 children entering Reception. In each subsequent year, a further 60 Reception places will be available for entry to the school in September. Ultimately, the school will provide places for 420 children.
- ii) Age Range**
The school will have a lower age limit of 4 and an upper limit of 11 years.
- iii) Early Years Provision**
The school building will have facilities to enable early years provision to be made on the school site.
- iv) Mixed or Single Sex**
The school will be mixed, not single sex.
- v) School Location**
The address of the site for the proposed new primary school is Gunhild Way, Cambridge, CB1 8QY.
- vi) Playing Field Provision**
The play facilities will meet the specified requirements of the Department for Children, Schools and Families (DCSF), and will be provided on the school site.
- vii) Transport Links**
There will be no specific transport provision made to the new primary school. (See also section xv) below).
- viii) Opening Date**
The intended opening date for the new school is 1 September 2011. However, this will be dependent on progress through the local planning process.
- ix) Capital Funding Arrangements**
The estimated capital cost of building the new school is £6.5m. This will be met in full by the County Council from its five-year rolling programme of capital investment.
- x) Provision for Children with Special Educational Needs**
The school will be expected to serve children with special education needs in its catchment area for whom mainstream education is considered appropriate.
- xi) Area and Community that the School will be Expected to Serve**
As the provision being made to meet the additional demand for primary school places in Cambridge involves a range of schools, it will be necessary to review a number of school catchment areas in the south of the City.

To enable this review of catchment areas to be done swiftly and comprehensively, an officer task group has been established. Their work will be undertaken in close consultation with all of the schools concerned.

The aim will be for the outcome of this work to be included in the parents'/carers' guide to admission to school in the 2011/12 academic year, which will be published in September 2010. The outcome of the work will, therefore, have to be finalised by the end of the summer term 2010.

xii) Extended Services

Local authorities are responsible for the strategic planning of extended services, and Cambridgeshire's approach involves the extended services core offer being made available in-and-around clusters of schools, linking with other agencies and providers, as necessary.

As far as access to the more school-specific elements of the extended services core offer is concerned, the expectations of the new school will be as follows:

- a varied menu of activities to be on offer, such as homework clubs and study support, sport, special interest clubs and activities;
- access to childcare, on the school site or through other local providers (with supervised transfer arrangements where appropriate), 8am – 6pm, five days a week, 48 weeks a year, in accordance with the community's needs.
- the provision of community access to the school buildings.

The school building will have facilities to enable extended services, such as before and after-school clubs, to be provided.

xiii) Opportunities for Partnership Working

The new primary school is located in the Schools South of the River cluster area, the boundaries for which are coterminous with the County Council's Cambridge South locality for children's services. The Schools South of the River group has appointed an extended schools coordinator to facilitate partnership working between the schools and with other partners.

Each locality also has a Locality Manager, and these managers work closely with their school clusters, in order to meet the needs of the children and families in the locality and to draw together the work of the locality teams with the delivery of the extended schools core offer. This is particularly the case for the multi-agency referral and assessment processes for children, and family and parental support.

xiv) School Specialism

As a primary school, the new school will not be expected to have a particular specialism. However, if promoters wish the school to have a particular focus beyond making provision for meeting the basic need for primary school places in the area, we would be interested to hear about this as part of the bid process.

xv) Proposed Transport Arrangements

The site is in an urban area. The aim will be for all homes in the school catchment area to be within the 2-mile walking distance for primary schools, beyond which free home-to-school transport is provided by the County Council. This is in line with the commitment of the Government and the County Council to minimise home-to-school travel, as set out in the Cambridgeshire Sustainable School Travel Strategy.

The only exceptions to this are where transport is stipulated in a child's statement of special educational needs, or the child has a medical need which makes it essential for him or her to be provided with transport to and from school.

However, it is recognised that, as happens with existing primary schools, many of the younger children will be transported to school by their parents. As the site is in a built-up area and transport access arrangements are seen as very important by the planning authorities, the proposed access arrangements for the new school will be provided in detail as part of the planning process.

3. ADDITIONAL INFORMATION

i) School Site and the Design of the School Building

This is a site in the County Council's ownership, which is currently used for the delivery of secondary education. The buildings that are on the site at present will be demolished and new primary school accommodation will be provided.

In view of the need to provide this new primary school by September 2011, to meet the increased demand for places, the design and construction of the school accommodation will take place alongside the competition process. Promoters will not, therefore, have the opportunity for detailed involvement in the design of the school building.

ii) Local Authority Interest

Any local authority interest in the site, buildings or premises of the school would transfer to the relevant body established by the successful promoter to run the school, at the time of handover. In the case of a foundation or aided school, this would be the governing body. In the case of a foundation school with a Trust, this would be the Trustees.

iii) Collaborative Working with Other Service Providers and Stakeholders

A key component of selection will be the promoter's willingness to work in collaboration with other service providers and stakeholders to reach acceptable, mutually-beneficial and sustainable solutions to meeting children's educational and additional needs. A list of the expectations which apply to all primary schools in the Cambridgeshire is set out below.

Every school is expected to:

- deliver the Early Years Foundation Stage Curriculum and the National Curriculum, with appropriate policies to monitor and assess progress;
- provide high-quality learning for pupils with special educational needs;
- develop appropriate policies with regard to safeguarding and pupil health and well-being, including the management of health and safety, and responses to issues such as bullying;
- achieve national Healthy School status;
- deliver the Every Child Matters outcomes;
- provide access to extended services;
- develop an appropriate outdoor learning environment;
- subscribe to Cambridgeshire's Sustainable School Travel Strategy;
- abide by the Codes of Practice on Admissions and Admission Appeals, the Authority's coordinated scheme for admissions and its In-Year Fair Access Protocol;
- meet statutory requirements in regard to the appointment of all staff;
- comply with the Disability Discrimination Act; and
- communicate regularly with parents, ensuring adequate procedures are in place for handling complaints.

4. GENERAL REQUIREMENTS OF BIDDERS

All proposals should be in line with the requirements set out above. However, proposals that do not comply with all of the requirements but meet the need for places in the area will be considered.

All proposals submitted in response to the competition notice must contain the information outlined in Part 1 of Schedule 2 to The School Organisation (Establishment and Discontinuance of Schools) (England) Regulations 2007 (as amended). Please note that the information specified in Part 3 of Schedule 5 will be published in accordance with regulation 8.

For further information, please refer to the DCSF guidance document '**Guide for People Wishing to Enter a New School Competition**' which can be found at: <http://www.dcsf.gov.uk/schoolorg/guidance.cfm?id=2>

5. SUPPORT AND FURTHER INFORMATION

The DCSF funds up to five days' consultancy support to each promoter. For this competition, this support will be provided via Deloitte by Richard Lee. Richard's contact details are as follows: Telephone 01434 634684 (landline) 07842 380952 (mobile). His e-mail address is: richard.lee@northbound.uk.com.

As far as the County Council is concerned, the lead officer is Sian Phillips, who can be contacted by telephone on 01223 699796 or by e-mail at sian.phillips@cambridgeshire.gov.uk.

COMPETITION TIMELINE AND PROCESS

Date	Details
	Invitation to Bid
26 February 2010	Publication date for the statutory public notice, launching the competition. The publication date will start the four-month period available to potential promoters to produce and submit their bids.
11 March 2010	Seminar for potential promoters at the Cambridge Professional Development Centre, Foster Road, Cambridge, CB2 9NL, at 6.00pm.
	Submission Deadline
28 June 2010	All bids will need to be submitted to the County Council by this date.
	Public Meeting and Representation Period
9 July 2010	The County Council will publish the submitted bids by this date and publish a second notice inviting the public to a meeting.
15 July 2010	Date of public meeting at which promoters will be asked to present their bids. This meeting will also be at the Cambridge Professional Development Centre, Foster Road, Cambridge, CB2 9NL at 6.00 pm.
	End of Consultation Period
20 August 2010	The six-week consultation period for representations ends on this date.
	Decision-Making
28 September 2010	It is anticipated that the County Council's Cabinet will make a final decision at this meeting.