

APPENDIX 1

**NEW PRIMARY SCHOOL
DARWIN GREEN
(FORMERLY NATIONAL INSTITUTE OF AGRICULTURAL BIOLOGY)
CAMBRIDGE**

**NEW SCHOOL SPECIFICATION
AND
ACADEMY/FREE SCHOOL SPONSOR REQUIREMENTS**

4 July 2022

Introduction

The Education Act 2011 changed the arrangements for establishing new schools and introduced section 6A (the ‘free school presumption’) of the Education and Inspections Act 2006, whereby when a Local Authority identifies the need to establish a new school it must, in the first instance, seek proposals to establish an academy. Cambridgeshire County Council (The Council) has identified the need to establish a new 2 form entry (FE)/420 place, mainstream, 4 to 11 mixed primary school on the northwest fringe of Cambridge City, to open in September 2025. A sponsor that can develop a first-rate educational institution will make a lasting impression on the lives of children and families of this fledgling community. This will be, first and foremost, what the Council members and officers will be looking for when they consider the proposals that come forward.

The Council welcomes proposals from all potential sponsors including for voluntary aided schools and academies with a faith designation. In February 2016 the Council’s Children & Young People’s Committee confirmed, within the context of its existing policies, that when proposals are received for the establishment of a new voluntary aided school or academy with faith designation, the Council will take into account whether there is:

- an unmet local demand for additional relevant faith provision;
- an established trend where parental preference exceeds the number of places available, and this is forecast for the foreseeable future;
- the potential for new denominational provision to alleviate demand on places in other schools in areas of high basic need.

Background

Cambridgeshire is one of the fastest growing counties in the country. A significant proportion of this growth is in and around Cambridge City, which has an historic centre and a world-class reputation for education, research, and knowledge-based industries.

As part of the development strategy identified in the South Cambridgeshire District and Cambridge City Councils’ Local Plan the most sustainable sites for growth were identified as being extensions of Cambridge City. Land on the northwest fringe of Cambridge City, between Huntingdon Road and Histon Road, on the former National Institute for Agricultural Biology (NIAB) site was identified as appropriate for the new urban extension of Darwin Green (DG). DG is situated to the north of the Eddington development, and south of the villages of Histon and Girton, which it will border once the development is complete.

This wider geographical context is shown on Map 1, below.

Darwin Green Location

Cambridgeshire County Council

Scale (at A6): 1:75000
Centroid at: 544945, 262125
Data: 20/04/2022
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DG consists of two separate developments, Darwin Green 1 (DG1) and Darwin Green 2 (DG2). DG1 will include:

- 1,593 new homes, 40% of which will be affordable, which will generate sufficient demand for a new 2FE primary school;
- a new primary school established to serve families resident on the new development, with a proposed opening date for pupils of September 2025;
- a new secondary school which will serve DG1, DG2 and Eddington (opening date yet to be confirmed);
- local shops;
- local healthcare facilities;
- public open space;
- a direct walking and cycle link with Cambridge City and enhancements to existing pedestrian links to Girton.

Barratt David Wilson Homes (BDW) will be responsible for developing the DG1 site, for which planning consent was granted in December 2013, and will deliver up to 1,593 new homes. Development has already started with the first occupations in 2019/20.

The Council has a statutory duty to provide a school place for every child living in its area of responsibility who is of school age and whose parents want their child educated in the state-funded sector. As part of meeting this duty the Council's approach to providing places includes:

- establishing all-through primary schools serving the 4-11 age range, although new schools have on-site accommodation for early years education provision (2 - 4 year-olds);
- admitting children to Reception in the September following their fourth birthday; and
- commissioning primary schools as 2 forms of entry (FE) (60 children in each year group), or 3FE (90 children in each year group). Where appropriate, 4FE schools (120 children in each year group) may be established.

In addition, the Council has a statutory duty under the Childcare Act 2006 to secure:

- sufficient childcare to enable parents to work or to undertake education or training which could lead to employment (section 6) and
- free early years (EY) provision for all 3 and 4-year-olds and those 2-year-olds whose families meet income-related eligibility criteria.

In Cambridgeshire, most children attend non-maintained settings such as pre-schools and full day care provision to access their EY education entitlement.

The Council is seeking to open a new primary school, with on-site EY provision for up to 52 children, to serve DG1 and meet its statutory duties in relation to the planned housing

development. The school is expected to deliver high quality education and be responsive to the changing needs of the major housing development it will serve. The school will be in a prominent part of the local centre, reflecting its status as one of the early public buildings on the development. At this stage the proposed opening date is September 2025.

Existing educational provision

Early Years Education and Childcare: There are several independent EY settings in the immediate area:

- Since its registration in August 2008, Under Fives Roundabout has been operating from a building on the site of Mayfield Primary School.
- Registered in July 2018 to meet the needs of families on the emerging development, Bright Horizons Eddington Nursery has been operating from a building adjacent to the University of Cambridge Primary School for the last four years.

To meet the needs of the new DG1 community additional EY capacity will be required. It is envisaged that this will, in the first instance, be through the development of EY provision on the school site. However, opportunities for private, voluntary and independent (PVI) EY providers may arise as more housing comes to market in DG1, and the needs of the community increase.

Primary Education Provision: The former NIAB site is within the catchment area currently served by Mayfield Primary School. The University of Cambridge Primary School (UCPS) is also a short walk away.

Both schools are forecast to have sufficient capacity to meet the needs of their respective catchment areas for the foreseeable future. UCPS currently attracts high numbers of parental preference applications from families living in the surrounding catchment areas. The impact of the DG1 development results in projected demand for primary school places across all cohorts.

There are nine other primary schools within the statutory maximum walking distance of two miles of the DG1 development. Map 2 shows the locations of these existing schools in relation to the proposed new school site. Table 1 shows the current capacity of these schools.

Map 2. Location of existing schools in relation to proposed new school site

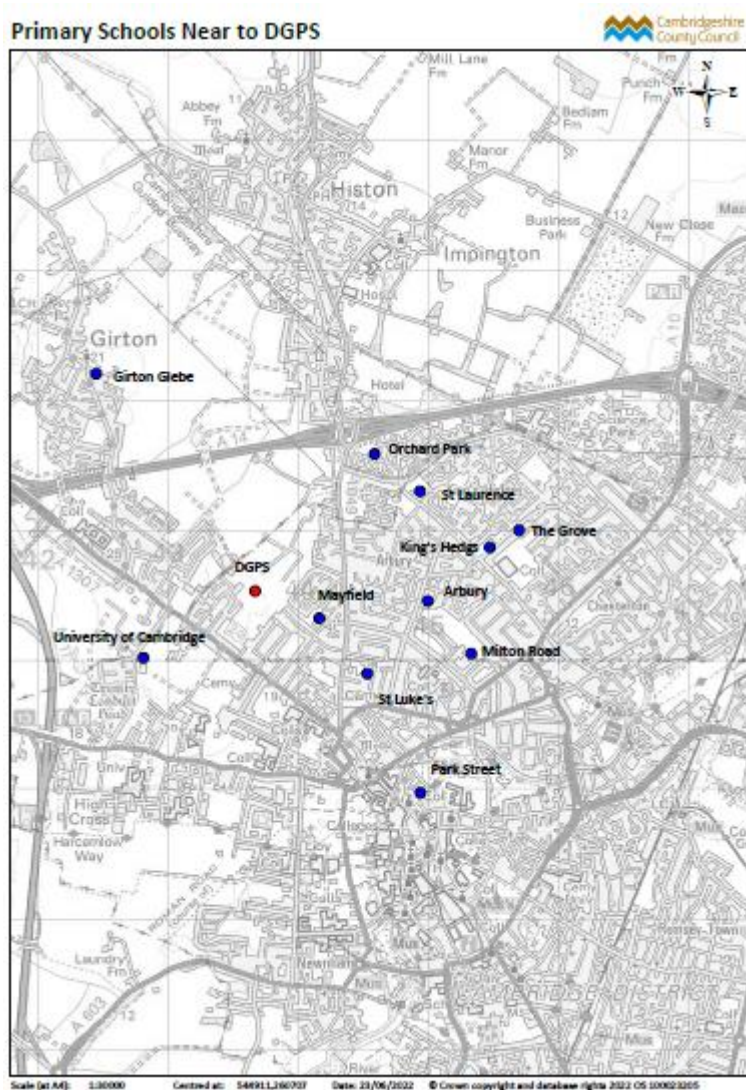


Table 1. Current capacity of surrounding schools

School Name	Capacity*
Arbury	420
Girton Glebe	300
King's Hedges	630
Mayfield	420
Milton Road	450
Orchard Park	210
Park Street	120
St Laurence	315
St Luke's	210
The Grove	420
UCPS	630

*Capacity as given in the 2021 School Capacity return, as submitted to the DfE

Secondary Education Provision: As part of the DG1 development there is an identified need for new secondary provision. The section 106 agreement for the site includes both land and capital set aside for the construction of a secondary school to serve the DG1, DG2 and Eddington developments. This is not currently forecast to open until at least September 2025.

The DG1 site is currently within the catchment area of Chesterton Community College, however this will not be the case when the Darwin Green secondary school opens. Meridian Academies Trust (MAT), who operate North Cambridge Academy (NCA), slightly further to the East, have already been named as the sponsor for the Darwin Green secondary school. It is envisaged that secondary school age children from DG1 will initially feed into NCA, but it will ultimately become part of the new DG secondary school's catchment.

Post-16 Provision: There is a wide range of post-16 education provision within the local area, this includes:

- three Post 16 provisions in Cambridge - Hills Road and Long Road sixth form colleges and Cambridge Maths School;
- two further education colleges, Cambridge Regional College and the College of West Anglia;
- Cambridge Academy for Science and Technology, which serves the 14-19 age range; and
- Several school sixth forms, including Chesterton Community College, Parkside Community College and the Oakes College at Netherhall in Cambridge, and Impington Village College.

Pupil Profile of the area

DG1 falls within the district of Cambridge City. As of June 2022, it falls within the catchment area of Mayfield Primary School, although this will change when DGPS opens. However, the closest school to DG1 by walking distance is UCPS. The following data covers the catchment area for both schools, being representative of the local area:

Table 2. Pupil profile of the DG1 area as of 2020.

	Mayfield	UCPS	County average *
Pupils eligible for free school meals (FSM)	9.9%	4.5%	12.5%
Black and Minority Ethnic (BME) pupils	53.8%	56.3%	25.5%
Pupils with an EHCP	4.8%	2.5%	3.2%
Pupils whose end of Key Stage 2 attainment were at the expected level for combined reading, writing and maths	62.7%	Data not available	62.6%

* County average data is as of 2019, the most recent information available.

Process for identifying a preferred sponsor for the new school

The Education Act (2011) states ‘... that when a Local Authority identifies the need for a new school, that this school should be promoted as either an Academy or a Free School. It is required to publish a notice inviting proposals to this effect and to specify a date for academy/free school proposals to be received. After that date, it must forward all proposals received to the Regional Commissioner outlining the steps taken to secure applications from potential academy or free school sponsors or advise them of the fact that none have been received.’

The Council’s established procedure is to invite potential sponsors whose proposals meet the Council’s shortlisting criteria (see application form) to attend a question-and-answer session with an Assessment Panel comprising of County Councillors (Members), Council Officers (including education professionals) and a representative from the DfE. All proposals, except for the financial plans, will be published on the Council’s website.

Following detailed consideration of all the information available to them, the Assessment Panel will reach a view on which, if any, of the applications received, they would prefer to see implemented. A report on the conclusions reached will then be presented to the Council’s Children and Young People’s (CYP) Committee. The Committee’s recommendation, together with all the applications received, will be forwarded to the Regional Schools Commissioner (RSC): East of England and North-East London.

The RSC, on behalf of the Secretary of State, will consider the Local Authority’s assessments and recommendations before deciding which proposer, if any, is in the best position to establish and run the new school. The RSC will inform the Local Authority and the successful proposer of its decision, and the Local Authority will inform any unsuccessful proposers. The key milestones for establishing the new primary school for DG1 are set out below:

Table 3. Timeline for presumption process	
DATE	ACTIONS
3 May 2022 to 10 June 2022	Pre-launch consultation
4 July 2022	Specification published and competition launched
14 October 2022	Competition period concludes
Week beginning 7 November 2022	Short listing of sponsors begins
Week beginning 5 December 2022	Short listed sponsors contacted
16 – 20 January 2023 (exact date TBC)	Public event for short listed sponsors to share their vision for the new school with the local community
23 January 2023	Assessment panel
14 March 2023	Recommendation of preferred sponsor to Children and Young People’s Committee

April 2023 (TBC)	"In principle" decision by Regional Schools Commissioner's Advisory Board
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This school would be deemed a free school. Proposers should complete the Council's Free School Presumption application form which is available via the following link:

https://cambridgeshire-self.achieveservice.com/service/Free_school_presumption_application

If you have any queries, please contact:

Robert Lewis (Area Education Officer)

robert.lewis@cambridgeshire.gov.uk

or

Alexander Brown (0-19 Place Planning and Sufficiency Officer)

alexander.brown@cambridgeshire.gov.uk

The deadline for submission of your completed application form together with a two-side executive summary of your proposal is **midday on Friday 14th October 2022**.

Please follow the instructions for submission set out on Page 1 of the application form.

The School

Opening date:

The proposed opening date is September 2025. This date will be kept under review to ensure the school opens in line with demand from the development. Planning consent for the school has been secured and a contractor has been identified. As such there will be minimal opportunity for the successful sponsor to influence the designs beyond cosmetic matters which may include school signage and colours for walls, flooring, toilet doors/cubicles and blinds.

School Building:

Council policies on the Climate Emergency set ambitious targets for the reduction of energy use in its buildings. Significant additional capital funding will be invested in the new school to enable it to achieve these targets. It is the Council's expectation that any new sponsor will enter into an agreement with the Council to share the revenue benefits of reduced energy costs arising from this investment.

Capacity:

The school will have the physical capacity to accommodate 2FE/420 places upon opening. However, the number of places offered at that time will be significantly lower, to ensure that capacity meets the needs of residents without upsetting the balance of provision of education at existing schools in the area.

Published Admission Number (PAN):

The successful sponsor is expected to work closely with the Council to manage admission numbers during the early years of the school's existence. In its first year of operation, the school is expected to open to pupils in all year groups. Increases in the admission number are expected to be in-line with the pace of housing development in the catchment area.

Table 4. Proposed school organisation upon opening						
Key Stage 1			Key Stage 2			
Reception	Yr 1	Yr 2	Yr 3	Yr 4	Yr 5	Yr 6
15	10	5	5	5	5	5

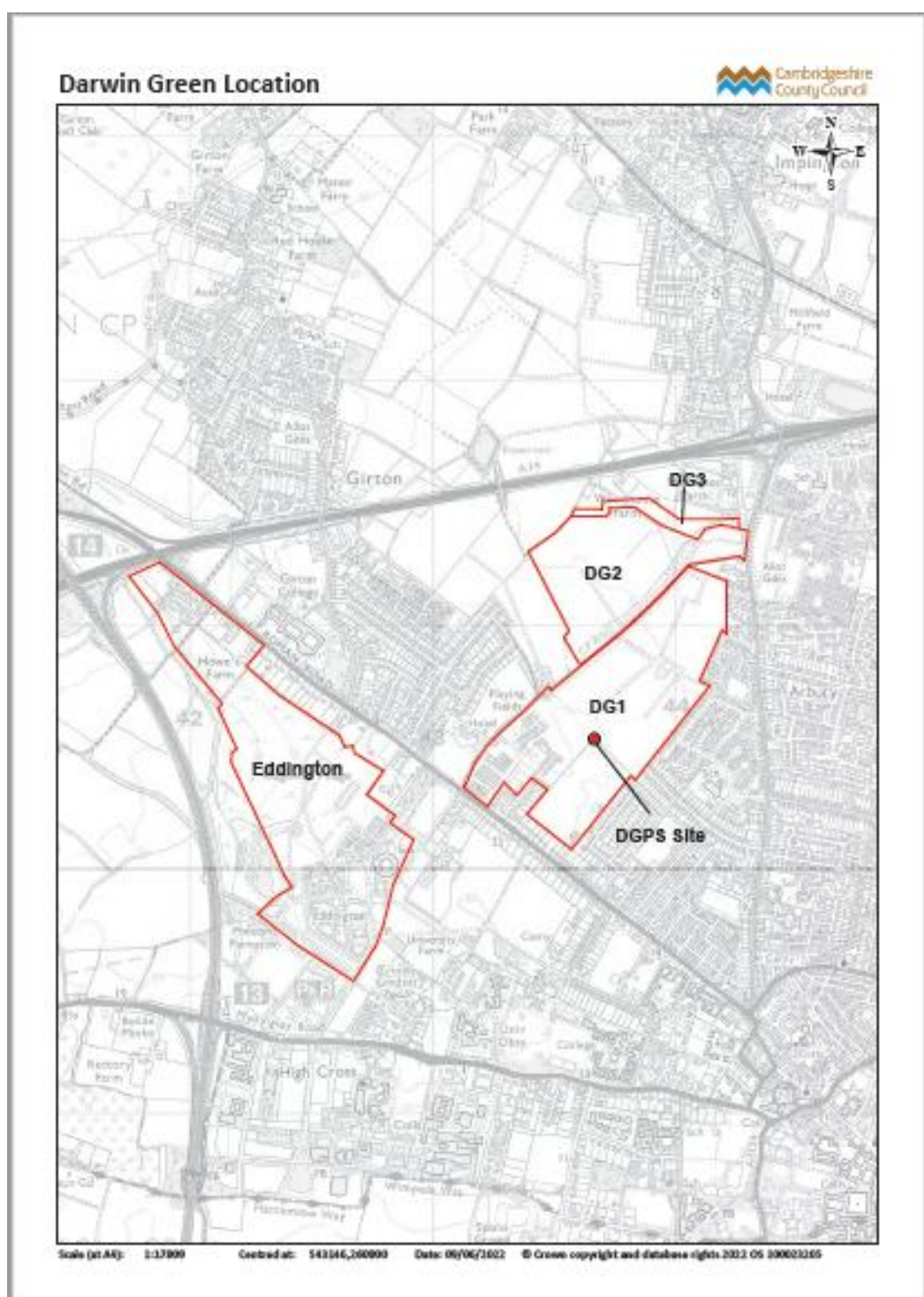
It is planned for the school to grow and increase its PAN to 60 when it becomes a 2FE/420 place school, in line with demand from the development.

Proposed admissions arrangements:

The school's catchment area is expected to be the new housing development, DG1, serving the residents of this new community. Map 4, below, shows the school site in the context of the wider DG1 development. The catchment boundary will be defined as being the whole

Darwin Green (all phases) development. This will ease the growth and expansion of this school, within the new community without the need to redefine the catchment area at a later point.

Map 3 – Darwin Green Primary School Catchment Area and School Location



All potential sponsors are required to abide by the Codes of Practice on Admissions and Admission Appeals, participate in the Council's co-ordinated scheme for admissions and its Fair Access Protocol. With the exceptions of a Voluntary Aided school or Academy with a faith designation, the Council expects potential sponsors will adopt the same admission criteria used to determine priority for places in other areas of Cambridgeshire which is as follows:

Children who have an Education, Health and Care Plan (EHCP) that names the school will be admitted. NB. Those children with an EHCP that does not name the school will be referred to the Council's Statutory Assessment Team (SAT) to determine an appropriate place.

- 1. Children in Care (CIC), and Children previously in Care (CIC), who ceased to be so by reason of adoption, a residence order (now known as a child arrangement order) or special guardianship order.*
- 2. Children who appear to have been in state care outside of England, and cease to be in state care following adoption.*
- 3. Children living in the catchment area with a sibling at the school (or partner infant and or junior school) at the time of admission.*
- 4. Children living in the catchment area.*
- 5. Children living outside the catchment area, who have a sibling at the school (or partner infant and or junior school) at the time of admission;*
- 6. Children of members of staff, providing they have been employed for a minimum of two years and/or are recruited to fill a vacant post for which there is demonstrable skills shortage.*
- 7. Children who live outside the catchment area, but nearest the school as measured by a straight line.*

Under criteria 3-6, in cases of equal merit, priority will go to children living nearest to the school as measured by a straight line.

Age Range:

The school will cater for children between the ages of 4 and 11. The Council's policy is to admit children into the Reception Year in the September following their fourth birthday.

Gender of pupils:

Mixed

Early Years provision:

In recognition of the need for additional EY and childcare places to serve new developments, the Council is providing accommodation at the new school specifically for this purpose. The accommodation will comprise two rooms with a total capacity of 52 childcare places for 2– 4 year-olds. These rooms may also be used for wraparound care provision, such as breakfast, after school or holiday clubs, where the Council or the school identify that there is sufficient demand to make the provision financially sustainable.

It is anticipated that the Council will expect to sub-lease back from the Trust the pre-school area of the school buildings to retain control of the EY accommodation to ensure that appropriate and high-quality EY provision can be secured to meet its sufficiency duties. At the appropriate time, the Council will run a competitive tender process for interested parties in order to identify a service provider. The timetable will be planned to ensure that EY provision will be in place and operational from the time the school opens. An application from

the confirmed school sponsor would be welcomed, in due course, as part of the EY tender process.

Once a suitable EY provider has been identified, the Council's Strategic Assets service will liaise with the provider to formalise their occupation by way of a lease or licence, prior to them taking occupation of the accommodation.

Provision for children with Special Educational Needs and/or Disability (SEND):

In line with the 0-25 SEND Code of Practice (2014), schools must ensure all children and young people have access to a broad, balanced and appropriate curriculum that is inclusive of those with SEND. Additionally, as part of The Equality Act (2010) any reasonable adjustments to support children and young people with disabilities (whether of a physical, educational or mental health nature) to access the same provision as others should be made.

Community use / shared facilities:

Prior to the occupation of the building, the successful sponsor will enter into a Community Access Agreement with the Cambridge City Council. This agreement will apply to external playing fields and internal school facilities. It will detail pricing policy, hours of use, access by non-educational establishment users, parking and storage arrangements for community groups and a mechanism for review

This would be to ensure that, where appropriate, elements of the school's site and/or accommodation may be made available for hire by community users and groups.

Transport arrangements:

Access to the school will be along safe walking and cycling routes. Home to school transport assistance will only be provided in line with the Council's Home to School/College Travel Assistance Policy. The Council will work with the developer to ensure that there are available walking routes to the school as development across the wider site progresses.

Equalities impact analysis:

All potential sponsors are required to demonstrate their commitment to inclusion, to promoting equality and diversity and to eliminating unlawful discrimination and harassment.

Details of the site/ building, including details of ownership:

The primary school site will be transferred to the Council by BDW Homes, the DG1 developers, as part of the s106 agreement. The school will be delivered by the Council using its Construction Framework contract arrangements. The site will be leased to the successful sponsor on a 125-year lease, in line with DfE requirements. It will be expected that the accommodation for EY will be sub-leased back to the Council.

Funding and Costs

Capital funding:

The funding for the new school build is included within the Council's Capital Programme. This includes £7,227,000 in s106 contributions from the developer of the DG1 site. The balance of the £12.6m cost will be met by a combination of £90,000 Basic Need funding and £5,283,000 prudential borrowing.

Revenue funding:

Any successful academy sponsor will need to enter into a funding agreement with the Secretary of State for Education, effective from the date of the school's opening.

As a school established to meet basic need, the Council will be responsible for funding the pre-opening revenue and post-opening diseconomies costs from the Growth Fund it has established with the agreement of Cambridgeshire Schools Forum using its Dedicated Schools Grant (DSG). This is in line with the framework set out by the Education and Skills Funding Agency (ESFA) in their published operational advice.

Pre-Opening Funding for New Schools:

Based on the current local new school funding policy, the Council will make a revenue contribution of £50,000 towards pre-opening costs. This is to cover:

- project management (support to coordinate all work leading to the development of the school);
- staff recruitment (including the head teacher/principal);
- salary costs (which often include the head teacher/principal, finance/business manager and administrative support in advance of opening);
- office costs.

An academy sponsor would also be eligible for a one-off grant of £25,000 provided by the DfE to cover legal costs associated with establishing a Free School and will need to enter into a funding agreement with the Secretary of State for Education, effective from the date of the school's opening.

Post-Opening Diseconomies Funding:

Resources

Paid annually as the school builds up to capacity

- £125 for each new mainstream place created in the primary phase (years R to 6)

New places will be calculated annually based on the increases in roll from year to year.

Leadership

Paid annually based on the number of year-groups that the school will ultimately have. The amount paid to mainstream schools with pupils aged 4 – 11 each year is set out in Table 4 below.

Table 4. Post Opening Diseconomies Funding (Leadership)							
Year	1	2	3	4	5	6	Total
Amount	£40,250	£33,750	£27,000	£20,250	£13,500	£6,250	£141,000

Funding for growth and new schools follows national funding formula (NFF) guidance as prescribed by the ESFA. The local arrangements are therefore reviewed on an annual basis by Cambridgeshire Schools Forum to reflect the latest national policy and, as such, are subject to change. The full policy, agreed by Cambridgeshire Schools Forum in November 2021, is available here:

<https://www.cambslearntogether.co.uk/asset-library/primary-and-secondary-school-revenue-funding-guidance-2022-23-v1.2.pdf>

If the new school is a recoupment Academy, an allocation will be made to the school from local DSG and local decision-making applies to the school's block revenue funding factors paid across by the ESFA. Annual funding will then subsequently be recouped from the Council and paid directly to the Academy by the ESFA.

A school established by a voluntary-aided proposer would be funded on an annual basis by the Council.

All funding is subject to both local and national policy changes and as such will be reviewed on an annual basis.

Impact and Equalities Assessments

As prescribed by section 9 of the Academies Act 2010 and section 149 of the Equality Act 2010, the Council must assess the potential impact of any new school on existing educational provision in the area. The Council must also consider whether the new school would impact on any groups with protected characteristics.

A link to the Council's Equality Impact Assessment (EIA) can be found here:

<https://www.cambridgeshire.gov.uk/residents/children-and-families/schools-learning/school-changes-consultations/new-primary-school-in-cambridge>

Application Process

Applicants should take account of the relevant criteria in Appendix C of the free school presumption guidance:

[Establishing a new school: free school presumption - GOV.UK \(www.gov.uk\)](#)

As a minimum, please ensure you include the following in your application:

- A statement setting out your educational vision for ensuring all children benefit from the highest standards of teaching and are able to reach expected levels of progress.

- Your inclusion strategy, pastoral support arrangements and the resources you will make available to ensure that you are able to meet the needs of all children, including CIC and those with SEND.
- Plans for appropriate engagement with the local community and parents during the pre-opening period and into the future.
- How you will ensure the school is welcoming to all.

Education Plan

Applicants should take account of the relevant criteria in Appendix C of the free school presumption guidance.

As a minimum, please ensure you include the following in your application:

- Details of your curriculum plan which is consistent with the vision and context of the school.
- Your strategic plan for measuring and monitoring pupil performance effectively and setting challenging targets.
- Details of your planned senior leadership and staffing structure, both at the point of opening the school and as the school grows and develops to fill to its planned capacity.
- The arrangements which will be in place to manage senior leadership and staff performance.
- Details of enrichment and extended services. For example, breakfast clubs, sports clubs, homework clubs and music/art clubs.
- Your plans for meeting your Education Safeguarding responsibilities, including the Prevent Duty.
- Your plans regarding PSHE.

Capacity and Capability

Applicants should take account of the relevant criteria in Appendix C of the free school presumption guidance.

As a minimum, please ensure you include the following in your application:

- The resources you would draw on and/or deploy to ensure that the school is ready to open on the date identified.
- Clear evidence that you have the range of skills and abilities necessary to set up and then run a school effectively, including managing school finances; leadership; project management; human resources; safeguarding; and health and safety.
- How the school would be organised and your plans for ensuring that there are robust governance arrangements in place to provide appropriate levels of support and challenge to the school's senior leadership team, including a diagram of the proposed structures.
- What measures you would take to secure high quality teaching within the expected income levels and how you would manage underperformance.
- A financial plan.