

## Annex A

### PROPOSALS FOR PRESCRIBED ALTERATIONS OTHER THAN FOUNDATION PROPOSALS: Information to be included in or provided in relation to proposals

*Insert the information asked for in the expandable box below each section.*

#### **In respect of a Governing Body Proposal: School and governing body's details**

1. The name, address and category of the school for which the governing body are publishing the proposals.

Queensmead Secondary School (Foundation),  
Queens Walk,  
South Ruislip,  
HA4 0LS

#### **In respect of an LEA Proposal: School and local education authority details**

2. The name, address and category of the school and a contact address for the local education authority who are publishing the proposals.

Not applicable.

#### **Implementation and any proposed stages for implementation**

3. The date on which the proposals are planned to be implemented, and if they are to be implemented in stages, a description of what is planned for each stage, and the number of stages intended and the dates of each stage.

Subject to obtaining planning permission, the proposals to increase the admission number to 240 children per year (instead of 180), and to enlarge the school premises, will be implemented from September 2010.

The proposals for the increased admission number will be implemented incrementally, beginning with Year 7 only from September 2010.

Any necessary building work is anticipated to be completed in one stage.

## Objections and comments

4. A statement explaining the procedure for making representations, including—
- (a) the date by which objections or comments should be sent to the local education authority; and
  - (b) the address of the authority to which objections or comments should be sent.

***TO BE COMPLETED BY SCHOOL AT TIME OF STATUTORY NOTICE PUBLICATION.***

**Any objections or comments should be sent by 14<sup>th</sup> April, 2009 to:**

**Mr. Terry Brennan,  
School Organisation & Resources,  
Hillingdon Education & Children's Services,  
4E/04 Civic Centre,  
High Street,  
Uxbridge.  
UB8 1UW.**

## Alteration description

5. A description of the proposed alteration and in the case of special school proposals, a description of the current special needs provision.

The Governing Body of the School is considering expanding, by increasing the number of places available under its admissions policy from 180 to 240 from September 2010. This is to meet the high level of demand for places over a period of time and to reduce the long waiting list. Provision for this expansion would be entirely on the existing site.

## School capacity

- 6.(1) Where the alteration is an alteration falling within any of paragraphs 1 to 4, 8, 9 and 12-14 of Schedule 2 or paragraphs 1-4, 7, 8, 18, 19 and 21 of Schedule 4 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007, the proposals must also include—
- (a) details of the current capacity of the school and where the proposals will alter the capacity of the school, the proposed capacity of the school after the alteration;

The school's Net Capacity recorded in 2008 was 1138 places.

The expected Net Capacity of the school, following the completion of alterations, is 1476 places, an increase of 338 places.

- (b) details of the current number of pupils admitted to the school in each relevant age group, and where this number is to change, the proposed number of pupils to be admitted in each relevant age group in the first school year in which the proposals will have been implemented;

The current number of pupils admitted to Year 7 (the relevant age group) is 180.

The proposed number of children admitted to Year 7 will be 240 from September 2010.

- (c) where it is intended that proposals should be implemented in stages, the number of pupils to be admitted to the school in the first school year in which each stage will have been implemented;

The proposals for the increased admission number will be implemented incrementally, beginning with Year 7 only.

- (d) where the number of pupils in any relevant age group is lower than the indicated admission number for that relevant age group a statement to this effect and details of the indicated admission number in question.

The current Indicated Admission Number is 185, compared to the official Published Number of 180 places. This difference reflects the fact that the school has some additional accommodation already on site (following a recent temporary increase) - but not enough accommodation to fully meet a higher Published Admission Number of 240 places.

- (2) Where the alteration is an alteration falling within any of paragraphs 1, 2, 9, 12 and 13 to 4, and 7 and 8 of Schedule 2 or paragraphs 1, 2, 8, 18 and 19 of Schedule 4 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 a statement of the number of pupils at the school at the time of the publication of the proposals.

***TO BE COMPLETED BY SCHOOL AT TIME OF STATUTORY NOTICE PUBLICATION.***  
*(The statement is expected to be as follows: )*

**Queensmead School currently has 1,118 pupils on roll as at January 2009.**

## Implementation

8. Where the proposals relate to a foundation or voluntary controlled school a statement as to whether the proposals are to be implemented by the local education authority or by the governing body, and, if the proposals are to be implemented by both, a statement as to the extent to which they are to be implemented by each body.

The proposals will be implemented by the Governing Body of Queensmead School.

## Additional Site

- 9.—(1) A statement as to whether any new or additional site will be required if proposals are implemented and if so the location of the site if the school is to occupy a split site.

Not applicable.

- (2) Where proposals relate to a foundation or voluntary school a statement as to who will provide any additional site required, together with details of the tenure (freehold or leasehold) on which the site of the school will be held, and if the site is to be held on a lease, details of the proposed lease.

Not applicable.

## Changes in boarding arrangements

- 10.—(1) Where the proposals are for the introduction or removal of boarding provision, or the alteration of existing boarding provision such as is mentioned in paragraph 7 or 14 of Schedule 2 or 4 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 —
- (a) the number of pupils for whom it is intended that boarding provision will be made if the proposals are approved;

Not applicable.

- (b) the arrangements for safeguarding the welfare of children at the school;

Not applicable.

- (c) the current number of pupils for whom boarding provision can be made and a description of the boarding provision;

Not applicable.

- (d) except where the proposals are to introduce boarding provision, a description of the existing boarding provision.

Not applicable.

- (2) Where the proposals are for the removal of boarding provisions or an alteration to reduce boarding provision such as is mentioned in paragraph 7 or 14 of Schedule 2 or 4 to The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007 —

- (a) the number of pupils for whom boarding provision will be removed if the proposals are approved;

Not applicable.

- (b) a statement as to the use to which the former boarding accommodation will be put if the proposals are approved.

Not applicable.

### **Transfer to new site**

- 11.** Where the proposals are to transfer a school to a new site the following information—

- (a) the location of the proposed site (including details of whether the school is to occupy a single or split site), and including where appropriate the postal address;

Not applicable.

- (b) the distance between the proposed and current site;

Not applicable.

- (c) the reason for the choice of proposed site;

Not applicable.

(d) the accessibility of the proposed site or sites;

Not applicable.

(e) the proposed arrangements for transport of pupils to the school on its new site;

Not applicable.

(f) a statement about other sustainable transport alternatives where pupils are not using transport provided, and how car use in area will be discouraged.

Not applicable.

### **Objectives**

12. The objectives of the proposals.

To increase the supply of successful secondary schools in line with Government policy.

### **Consultation**

13. Evidence of the consultation before the proposals were published including—

- (a) a list of persons who were consulted;
- (b) minutes of all public consultation meetings;
- (c) the views of the persons consulted;
- (d) a statement to the effect that all applicable statutory requirements in relation to the proposals to consult were complied with; and
- (e) copies of all consultation documents and a statement on how these documents were made available.

This information is contained at the end of the document.

## Project costs

15. A statement of the estimated total capital cost of the proposals and the breakdown of the costs that are to be met by the governing body, the local education authority, and any other party.

A fully costed proposal for a single new building has been submitted to the DCSF under the targeted capital funding scheme, but a decision on all funding under that scheme has been deferred.

From the inception of this proposal there has been a second option, which although sub-optimal does deliver the required additional infrastructure and is internally funded.

(For breakdown go to the end of this document.)

16. A copy of confirmation from the Secretary of State, local education authority and the Learning and Skills Council for England (as the case may be) that funds will be made available (including costs to cover any necessary site purchase).

Not applicable.

## Age range

17. Where the proposals relate to a change in age range, the current age range for the school.

Not applicable.

## Early years provision

18. Where the proposals are to alter the lower age limit of a mainstream school so that it provides for pupils aged between 2 and 5—

- (a) details of the early years provision, including the number of full-time and part-time pupils, the number and length of sessions in each week, and the services for disabled children that will be offered;

Not applicable.

- (b) how the school will integrate the early years provision with childcare services and how the proposals are consistent with the integration of early years provision for childcare;

Not applicable.

- (c) evidence of parental demand for additional provision of early years provision;

Not applicable.

- (d) assessment of capacity, quality and sustainability of provision in schools and in establishments other than schools who deliver the Early Years Foundation Stage within 3 miles of the school;

Not applicable.

- (e) reasons why such schools and establishments who have spare capacity cannot make provision for any forecast increase in the number of such provision.

Not applicable.

#### **Changes to sixth form provision**

- 19.** (1) Where the proposals are to alter the upper age limit of the school so that the school provides sixth form education or additional sixth form education, a statement of how the proposals will—
- (a) improve the educational or training achievements;
  - (b) increase participation in education or training; and
  - (c) expand the range of educational or training opportunities for 16-19 year olds in the area.

The proposals contain no changes to 6th form provision other than an anticipated increased intake when the higher admission number feeds through several years later.

- (2) Where the proposals are to alter the upper age limit of the school so that the school will provide sixth form education, the proposed number of sixth form places to be provided.

Not applicable.

- 20.** Where the proposals are to alter the upper age limit of the school so that the school ceases to provide sixth form education, a statement of the effect on the supply of 16-19 places in the area.

Not applicable.

### **Special educational needs**

- 21.** Where the proposals are to establish or change provision for special educational needs—

- (a) a description of the proposed types of learning difficulties in respect of which education will be provided and, where provision for special educational needs already exists, the current type of provision;

Not applicable.

- (b) any additional specialist features will be provided;

Not applicable.

- (c) the proposed numbers of pupils for which the provision is to be made;

Not applicable.

- (d) details of how the provision will be funded;

Not applicable.

- (e) a statement as to whether the education will be provided for children with special educational needs who are not registered pupils at the school to which the proposals relate;

Not applicable.

- (f) a statement as to whether the expenses of the provision will be met from the school's delegated budget;

Not applicable.

- (g) the location of the provision if it is not to be established on the existing site of the school;

Not applicable.

- (h) where the provision will replace existing educational provision for children with special educational needs, a statement as to how the local education authority believes that the new provision is likely to lead to improvement in the standard, quality and range of the educational provision for such children;

Not applicable.

- (i) the number of places reserved for children with special educational needs, and where this number is to change, the proposed number of such places.

Not applicable.

**22. Where the proposals are to discontinue provision for special educational needs—**

- (a) details of alternative provision for pupils for whom the provision is currently made;

Not applicable.

- (b) details of the number of pupils for whom provision is made that is recognised by the local education authority as reserved for children with special educational needs during each of the 4 school years preceding the current school year;

Not applicable.

- (c) details of provision made outside the area of the local education authority for pupils whose needs will not be able to be met in the area of the authority as a result of the discontinuance of the provision;

Not applicable.

- (d) a statement as to how the authority believe that the proposals are likely to lead to improvement in the standard, quality and range of the educational provision for such children.

Not applicable.

- 23.** Where the proposals will lead to alternative provision for children with special educational needs, as a result of the establishment, alteration or discontinuance of existing provision, the specific educational benefits that will flow from the proposals in terms of—
- (a) improved access to education and associated services including the curriculum, wider school activities, facilities and equipment with reference to the local education authority's Accessibility Strategy;
  - (b) improved access to specialist staff, both educational and other professionals, including any external support and outreach services;
  - (c) improved access to suitable accommodation; and
  - (d) improved supply of suitable places.

Not applicable.

### **Sex of pupils**

- 24.** Where the proposals are to make an alteration to provide that a school which was an establishment which admitted pupils of one sex only becomes an establishment which admits pupils of both sexes—
- (a) details of the likely effect which the alteration will have on the balance of the provision of single sex education in the area;

Not applicable.

- (b) evidence of local demand for single-sex education;

Not applicable.

- (c) details of any transitional period which the body making the proposals wishes specified in a transitional exemption order (within the meaning of section 27 of the Sex Discrimination Act 1975).

Not applicable.

- 25.** Where the proposals are to make an alteration to a school to provide that a school which was an establishment which admitted pupils of both sexes becomes an establishment which admits pupils of one sex only—

- (a) details of the likely effect which the alteration will have on the balance of the provision of single-sex education in the area;

Not applicable.

- (b) evidence of local demand for single-sex education.

Not applicable.

#### **Extended services**

- 26.** If the proposed alterations affect the provision of the school's extended services, details of the current extended services the school is offering and details of any proposed change as a result of the alterations.

Not applicable.

#### **Need or demand for additional places**

- 27.** If the proposals involve adding places—

- (a) a statement and supporting evidence of the need or demand for the particular places in the area;

The School is oversubscribed for admission to Year 7 in September 2009 and there are 142 children on the waiting list.

- (b) where the school has a religious character, a statement and supporting evidence of the demand in the area for education in accordance with the tenets of the religion or religious denomination;

Not applicable.

- (c) where the school adheres to a particular philosophy, evidence of the demand for education in accordance with the philosophy in question and any associated change to the admission arrangements for the school.

Not applicable.

**28. If the proposals involve removing places—**

- (a) a statement and supporting evidence of the reasons for the removal, including an assessment of the impact on parental choice;

Not applicable.

- (b) a statement on the local capacity to accommodate displaced pupils.

Not applicable.

**Expansion of successful and popular schools**

**25A.** (1) Proposals must include a statement of whether the proposer considers that the presumption for the expansion of successful and popular schools should apply, and where the governing body consider the presumption applies, evidence to support this.

(2) Sub-paragraph (1) applies to expansion proposals in respect of primary and secondary schools, (except for grammar schools), i.e. falling within:

(a) (for proposals published by the governing body) paragraphs 1 and 2 of Part 1 to Schedule 2 and paragraphs 12 and 13 of Part 2 to Schedule 2; ;

(b) (for proposals published by the LA) paragraphs 1 and 2 of Part 1 to Schedule 4.

of the Prescribed Alteration regulations.

(3) Whilst not required by regulations to provide this information for any LA proposals to expand a voluntary or foundation school, it is desirable to provide this below.

24<sup>th</sup> October 2008

Education Admissions Department

Buckinghamshire C.C  
County Hall  
Walton Street  
Aylesbury  
Bucks  
HP20 1UZ

Dear Head of Admissions

**Consultation on Queensmead School Expansion**

The Governing Body of the School is considering expanding the school, under successful and popular school criteria, by increasing the number of places available under its admissions policy from 180 to 240 from September 2010 to meet the high level of demand.

Should you have any comments on this proposal please put them in writing to: Paul Holliday, Bursar at the address below.

**The closing date for this phase of the consultation process is 28<sup>th</sup> November 2008.**

Yours sincerely

**N McLaughlin**

Education Admissions Department  
Buckinghamshire C.C  
County Hall  
Walton Street  
Aylesbury  
Bucks HP20 1UZ

Admissions Service  
Harrow Council  
Civic Centre  
Station Road  
Harrow  
Middx HA1 2UW

Admissions Team  
London Borough of Hounslow  
The Civic Centre  
Lampton Road  
Hounslow  
Middx TW3 4DN

School Admissions  
Royal Borough of Windsor and Maidenhead  
Town Hall  
St Ives Road  
Maidenhead  
Berks SL6 1RF

Mrs G Mapperey  
Headteacher  
Bourne Primary School  
Cedar Avenue  
South Ruislip  
Middx HA4 6UJ

Mr Kidd  
Acting Headteacher  
Deanesfield Primary School  
Queens Walk  
South Ruislip  
Middx HA4 0LR

Mrs S Pikulski  
Headteacher  
Field End Junior School  
Field End Road  
Ruislip  
Middx HA4 9PQ

Mr G Knox  
Headteacher  
Lady Bankes Junior School  
Dawlish Drive  
Ruislip Manor  
Middx HA4 9SF

School Admissions  
London Borough of Ealing  
Perceval House  
14-16 Uxbridge Road  
London  
W5 2HL

Local Admissions and Transport Team West  
Hertfordshire C.C.  
Apsley House  
Brindley Way  
Hemel Hempstead  
Herts HP3 9BF

Admissions and Access Team  
Slough Borough Council  
Town Hall  
Bath Road  
Slough  
Berks SL1 3UQ

Cheryl Price  
Unison Branch Officer Education Administrator  
Asylum Intake Team  
Weir House  
Riverside Way  
Cowley  
Middx UB8 2YF

Ms J Martin  
Headteacher  
Coteford Junior School  
Fore Street  
Pinner  
Middx HA5 2JQ

Mrs P Naish  
Headteacher  
Earlsmead Middle School  
Arundel Drive  
Harrow  
Middx HA2 8PW

Mr J Britzman  
Headteacher  
Greenwood Primary School  
Wood End Way  
Northolt  
Middx UB5 4QG

Mrs K Nahal  
Headteacher  
Newnham Junior School  
Newnham Avenue  
Ruislip  
Middx HA4 9RW

Mr R Cokayne  
Headteacher  
Roxbourne Middle School  
Torbay Road  
Harrow  
Middx HA2 9QF

Mrs B Hastings  
Headteacher  
Roxeth Manor Middle School  
Eastcote Lane  
Harrow  
Middx HA2 9AG

Mr R Tollyfield  
Headteacher  
Ruislip Gardens Primary School  
Stafford Road  
Ruislip  
Middx HA4 6PD

Mr S Adams  
Headteacher  
Willow Tree Primary School  
Priors Farm Lane  
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Mrs G Westbrook  
Headteacher  
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Southcote Rise  
Ruislip  
Middx HA4 7LW

Mr J Goulbourn  
Headteacher  
Ruislip High School  
Sidmouth Drive  
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Chair of Governors  
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Mr C Modi  
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Mr J Randall MP  
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Mr C Spencer  
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London Borough of Hillingdon  
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Mr P Clarke  
Director of Education  
London Borough of Harrow  
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Middx TW3 1HY

Ms S Mandke  
Partnership Director  
LSC London West  
Central House  
Lampton Road  
Hounslow  
Middx TW3 1HY

Queensmead Expansion Sept 2010 - Option 2

	Teaching Rooms +	Cost
1) Relocate Administration & Reception (except reprographics) to old garage	0	£100,000
2) Move Staff Room to old Admin offices	0	£2,500
3) Convert existing Staff Room to a teaching room	1	£2,500
4) Convert Post 16 computer room to teaching room	1	£1,500
5) 18/19/22/23 remove prep. area and create 6 teaching rooms	2	£100,000
6) Move construction from DT block to contractors compound	1	£12,000
7) Build fire escape from upper storey MFL	2	£65,000
8) Build changing rooms outside Sports Centre	0	£135,000
9) Convert Gym into multi-purpose teaching rooms	4	£250,000
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	11	£668,500
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