**Kent County Council and the Governing Body of Seal CE Primary School are proposing to make a prescribed alteration to expand the age range of Seal Primary School, Zambra Way, Seal, Sevenoaks TN15 0DJ site to include nursery provision for 2, 3 and 4 year olds.**

Dear Parents/Carers, Students, Staff, Governors and Other Interested Parties

**1. Introduction**Kent County Council (KCC) would like to hear your views on a proposal to expand the age range of Seal CE Primary School facilitated by the adoption of the on-site nursery provision.

**2. Why are we consulting on proposals for Seal CE Primary School?**

At present, Seal Village Pre-School is located on the site of Seal Church of England Primary School and the majority of their children feed into the school. We propose that Seal Village Pre-school become part of the school and is run as a maintained pre-school within Seal Church of England Primary School.

At present, the pre-school has access to the grounds, however becoming part of the school would mean they have access to all facilities within.

The school offers extensive CPD to staff and would aim to continue to develop the staff within the current pre-school. Through this new arrangement the children within the pre-school would be given Forest School as part of their Early Years curriculum offer, along with the use of the school’s technology, resources and facilities. There would be greater transition for children from pre-school into Foundation Stage as they would be situated in a classroom next door within the main building. The pre-school would be located within the new building planned to be built this year and this will give the children more space and a nicer environment in which to thrive

As this is not an additional provision on site, it will not attract additional traffic to and from the school. The staff will remain the same within the nursery, however they will be employed by the school and contracted to Kent County Council rather than the privately run pre-school. The existing Pre-School will dissolve its charity and as part of a TUPE process, the staff will transfer over and be part of the school.

The Pre-School will be governed by the school’s governing body. and members of the current management committee will be invited on to the Governing Body, so the Pre-School are appropriately represented.

This is a great opportunity for the children of Seal Village Pre-School to gain access to a wide range of resources and facilities the school can offer. The staff will be able access training that will enhance the learning opportunities of the children within their provision.

**3. Are there plans to show how this expansion will be delivered on site?**

As explained above, the existing nursery is already on the Seal Church of England Primary School site and the use of this facility will simply transfer to the school’s own use. Once the building project to provide permanent accommodation to accommodate the school’s expansion to 2FE is complete, a new area of the school will be made available for the nursery.

**4. How will the Nursery and Primary School deal with any possible increased traffic and congestion?**

There will be no additional traffic generated from this proposal, as it is simply a transfer of ownership of the existing nursery on site, so no additional pupils will be need to be accommodated on the school site.

**5. How many children will there be at the Nursery?**

The present pre-school has 25 children on roll: 11 x 2 year olds, 12 x 3year olds and 2 x 4year olds. The new Pre-School provision, in the new building, will be able to take a total of 24 children. At this moment in time, we are unable to say how many of each age; until that time it will continue to run with a total of 16 children per session.

**6. Will the charges stay the same for fee paying parents?**

The charging structure for fee paying parents will remain the same for the next academic year. Any increase for the next academic year will be in line with the annual increase already established within the current pre-school.

Thereafter, any changes that may be made to the fees will reflect changes in provision; e.g. qualified teachers and additional resources, though the school would always strive to remain competitively priced due to their understanding of the needs of parents and carers, and the burden childcare costs bring to families.

**7. Will the offer of pre-school hours change?**

For the next academic year, opening hours will remain the same; however, we will be looking to increase hours to enable working parents to access wrap around care.

**8. If the nursery becomes part of Seal Church of England Primary School, will any child attending the nursery be automatically entitled to a reception place at the school?**

No.  Attendance within a school’s nursery does not automatically entitle a child to a reception place at that school. For all children attending Seal Church of England Primary School’s nursery, a new application will still need to be made for a place in reception at the school during the appropriate co-ordinated admissions round.

If the school is oversubscribed, places will be allocated in line with the school’s admissions policy, which can be found on the school’s website.

**9. The consultation process – indicative timeline**

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| Date | Activity |
| Tuesday 7th May 2019 | Public Consultation Period lasting for four weeks. |
| Monday 13th May 2019 | Drop in session at the school |
| Tuesday 4th June 2019 | Public consultation closes |
| 28th June 2019 | The proposal will be referred to the Education Cabinet Committee for consideration. |
| July 2019 | Statutory Public Notice Issued |
| August 2019 | Formal decision made |
| 1st September 2019 | Permanent change of age range |

**10. I have a question – who can I ask?**

If you have any questions, please contact the school or email: [school.consultations@kent.gov.uk](mailto:school.consultations@kent.gov.uk)

**11. How can I give my views?**

There are a number of ways to give us your views on this proposal:

* ‘drop-in’ information session is being held at the primary school on 13 May 2019, 3.30pm to 5.30pm. This provides an opportunity to ask questions and complete a response form.
* By sending the response form to Ian Watts at West 11, Worrall House, 30 Kings Hill Avenue, Kings Hill, Kent ME19 4AE
* Hand your response form in at the school office. All written responses need to be received by midday on 4th June 2019
* By emailing: school.consultations@kent.gov.uk

**12. What happens next?**

This consultation stage closes on 4th June 2019. A report summarising the responses received during the consultation period will be prepared. This will be presented to the Education Cabinet Committee who will recommend the future direction of the proposal.

If the decision is to progress the proposal, KCC will publish a statutory public notice in accordance with current legislation.

Yours sincerely,

**Ian Watts**

**Area Education Officer, North Kent**

We have completed an Equality Impact Assessment to see if the proposal could affect anyone unfairly. We welcome your views on the assumptions we have made and the conclusions we have drawn. To view the document, go to [www.kent.gov.uk/schoolconsultations](http://www.kent.gov.uk/schoolconsultations)

The County Council is the Strategic Commissioner of Education Provision in Kent. You can view the Commissioning Plan for Education Provision Kent 2019 to 2023 at: [www.kent.gov.uk/educationprovision](http://www.kent.gov.uk/educationprovision)

You can view Kent County Council’s strategy for children and young people with special education needs and disabilities at: [www.kent.gov.uk/sendstrategy](http://www.kent.gov.uk/sendstrategy)

**RESPONSE FORM – Seal CE Primary School Age Range Expansion**

Please complete this response and return:

• by sending to Ian Watts, West 11, Worrall House, 30 Kings Hill Avenue, Kings Hill, Kent ME19 4AE

• to the Primary school office. All written responses need to be received by midday on 4th

June 2019

• By emailing your response to school.consultations@kent.gov.uk.

*Do you agree with the plan to expand*

*the school’s age range to*

*include 2, 3 and 4 year old Nursery pupils?*

Yes No Undecided

Which of the following best describes you?

\* Parent/Carer / Member of Staff / Governor / Pupil

\* Please delete as appropriate

OR - Other interested party ………………………………………….…… (please state interest).

Name …………………………………………………………………….………………………………

Address ………………………………………………………………………………………………….

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Please provide your comments below: (continue overleaf if required)

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