Education Consultation Document
Proposal to Expand
Palmarsh Primary School

Date of Public Meeting: Monday 19 September 2016
at 5.00pm

Venue: Palmarsh Primary School Hall,
St George’s Place, Hythe, Kent
CT21 6NE
Kent County Council is proposing to expand Palmarsh Primary School, Hythe from 0.5FE to 1FE (210 pupils)

Why do we need to expand Palmarsh Primary School?
The total roll in the Hythe schools has been increasing, a consequence of not just large Reception Year cohorts entering the schools, but also admission of older pupils. The Martello Lakes development in Hythe has permission for 1050 homes. This development will add to the pressure for school places over the next 10 years, particularly in Palmarsh Primary School.

As pupil numbers have increased in Hythe, Palmarsh Primary School has restructured to enable it to admit further pupils and at present the School can accept up to 140 pupils across all year groups. However, the School will not have sufficient places to accommodate the forecast number of primary age pupils from the new homes in Martello Lakes. As part of the planning agreement for the 1050 new homes, the developer is providing a financial contribution towards the cost of expanding the school buildings on the present site. Both the Governing Body of Palmarsh Primary School and the Local Authority believe it is important that children are able to attend their local school, and develop a sense of belonging to the community. It is essential therefore, that Palmarsh Primary School expands to enable the families of Martello Lakes to become part of the wider local community.

What exactly is being proposed?
We propose to expand the current Palmarsh Primary School in three phases over a period of several years. It is expected that the School could eventually grow to 2FE, allowing the School to accommodate 420 pupils. Phase 1 will be the construction of three new classrooms and the infrastructure needed to allow the School to grow in the future. This will include: a second small hall, toilets, a new staffroom, offices, reception and entrance. Phase 1 will provide provision for 210 pupils in total and will be completed for September 2018. Phase two will be the construction of a further four classrooms expanding the School to 1.5FE (315 pupils). Forecasts suggest that this will be no earlier than 2020. The final phase, if required, will be the construction of the final three classrooms needed to allow the School to expand to 2FE. No date has been set for delivery of this final phase of construction as it is dependent on the rate of house building.

The Local Authority and the Governors at Palmarsh Primary School are aware that the St George’s Place entrance is already congested at drop off and pick up times and any expansion would further increase the traffic issues there. Therefore, it is proposed that the main entrance to the School is relocated to Jubilee Close. This will include vehicular and pedestrian access, a drop off and pick up area within the School grounds for pupils attending the School and the two nurseries on site, and extra parking spaces for visitors. At school opening and closing times there will be pedestrian access from St George’s Place. At present parents attending the nurseries use the school car park for drop off/pick up. It is intended that this car park will be available for school and nursery staff only. Therefore vehicular access for parents attending the nurseries will be via Jubilee Close. Pedestrian access to the nurseries will be available from both St George’s Place and Jubilee Close.

Kent County Council own and are responsible for the upkeep of the carriageway in Jubilee Close. Work will be completed to ensure that it is fit for purpose and appropriate safety measures are in place such as traffic calming. Further traffic and parking assessments will be carried out as part of the design and planning process. The School will review its Travel Plan.

Are there any plans to show how this expansion will be delivered on site?
Draft plans have been completed to ensure the expansion could be delivered on the site. Our Property Department will hold a pre-planning drop-in event at the school, where parents/carers, staff, governors, local residents and other interested parties will have an opportunity to view the
plans, ask questions and make comments. This will enable the design team to take everyone’s views into consideration before submitting a planning application.

Will the School need to close during the building work?
No. Contractors will work with the School to ensure that works are scheduled to keep disruption to an absolute minimum. The building site will be a secure area to ensure the health and safety of the children, staff, parents and visitors to the school. Access to the site for the builders will be via Jubilee Close.

How will the classes be organised?
At present the classes are organised in mixed age groups. The three extra classrooms will allow the pupils to be taught in single years. As the School expands further there may be a need to have some mixed age classes again.

How will the School grow in terms of numbers?
The developer at Martello Lakes envisages 70 units being in place by September 2017. This is forecast to increase the School’s numbers by approximately 20 pupils leading to a roll of between 140-150 pupils. The School can accommodate this increase within the present buildings. The developers expect a further 50 houses being constructed per year. This will lead to a roll of approximately 163 pupils by September 2018. At this point the 3 new classrooms will be available. Expansion after that will depend on the rate of house building in Martello Lakes and the surrounding area.

How will the revenue funding work?
The Local Authority has a funding formula which applies to all maintained schools. The vast majority of funding is directly linked to the number of pupils on roll, and thus as the pupil numbers rise, so does the funding. However, in the short-term the School will receive additional ‘growth funding’ to enable it to make the transition from mixed aged to single aged classes.

Consultation
This is the early stage of the consultation process and no final decisions have yet been made. This process is designed to establish the views of parents/carers, pupils, governors, staff and other interested parties.

A public meeting will be held at the School on Monday 19th September 2016 5pm-7pm where you will have an opportunity to give your views. KCC officers and school staff and governors will be able to answer any questions you may have. An indicative timeline is set out below.

How can I give my views?
There are a number of ways to give us your views on this proposal:

- Attend the Public Meeting at the School on Monday 19th September 2016 at 5.00pm, where you will have the opportunity to ask questions and complete a response form.
- You can send the response form to David Adams, Area Education Officer, Kroner House, Eurogate Business Park, Ashford TN24 8XU. Or you can hand it in at the school. All written responses need to be received by 11am on Monday 10th October 2016.
- By emailing: school.consultations@kent.gov.uk
- Visit www.kent.gov.uk/schoolconsultations

What happens next?
This consultation stage closes on Monday 10th October 2016. A report summarising the responses received will be submitted to the Cabinet Member for Education and Health Reform who will decide whether to proceed with the expansion.
The consultation process – indicative timeline

<table>
<thead>
<tr>
<th>Date</th>
<th>Activity</th>
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<tbody>
<tr>
<td>12 September 2016 - 10 October 2016</td>
<td>Public Consultation Period</td>
</tr>
<tr>
<td>19 September 2016 5.00pm</td>
<td>Meeting at the School for parents/carers, staff and governors.</td>
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<tr>
<td>23 November 2016</td>
<td>A report following the consultation is received by the Education and Young People’s Cabinet Committee. The Cabinet Member considers any responses made and decides whether to go ahead and issue a Public Notice.</td>
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<tr>
<td>4 January 2016</td>
<td>A Public Notice is issued</td>
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<tr>
<td>September 2018</td>
<td>First three classrooms and supporting infrastructure in place.</td>
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ADDITIONAL INFORMATION
KCC is a data controller under the Data Protection Act 1998 and will comply with the requirements of the Act at all times, ensuring that your personal information is processed fairly and lawfully and in this instance used only for the purpose of validation, which will enable a fair and just consultation.

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

RESPONSE FORM – Palmarsh Primary School

Please complete this response and hand it in at the school office or send it to David Adams, Area Education Officer, Kroner House, Eurogate Business Park, Ashford TN24 8XU. Please return no later than 11am on Monday 10th October 2016.

Question 1: Do you agree with the plan to expand Palmarsh Primary School from 0.5FE to 1 FE?

[ ] Yes  [ ] No  [ ] Undecided

Which of the following best describes you?

* Parent/Carer / Member of Staff / Governor / Pupil / Resident
* Please delete as appropriate

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

Name
………………………………………………………………………………………………………………

Address
………………………………………………………………………………………………………………
………………………………………………………………………………………………………………

Comments

Please continue overleaf if necessary