Kent County Council (KCC) is proposing to make prescribed alterations to Meadowfield (Foundation Special) School, Swanstree Ave, Sittingbourne ME10 4NL to:

- permanently increase the designated number of the school from 209 to 348 for 1 September 2019
- alter the lower age range at Meadowfield School to formally include nursery provision for 1 September 2019.

As the strategic commissioner of school provision KCC, the Local Authority, has a duty to ensure that there are sufficient school places for the residents of Kent. This duty applies to special school provision, as well as mainstream settings. In accordance with KCC’s Strategy for Children and Young People with Special Education Needs and Disabilities (SEND) 2017-19 we are seeking to reduce the number of children being educated out of their local area. Therefore, KCC would like to hear your views on our proposal to complete the final phase expansion of Meadowfield School in order to meet the needs of local families and their children.

We hope the following questions and answers will explain in a little more detail what we are proposing to do at Meadowfield School.

**Why are we consulting on proposals for Meadowfield School?**

Meadowfield School is the District Special School for Swale meeting the needs of pupils with profound, severe and complex needs (PSCN) for children aged 4 to 19 years. All children who attend have a statement of special educational need or an Education, Health & Care Plan. Meadowfield is judged to be Outstanding in all areas by Ofsted (November 2014).

Over the past three years there has been an increasing demand for local places for children with profound, severe and complex needs including Autism. This demand has led to Meadowfield taking additional children over this period. To accommodate this pressure KCC has provided Meadowfield with accommodation in two phases; reception classroom extension (opened in 2015) and 2 further new classrooms (opened in 2016). Phase 3 would provide a new 6th Form centre and much needed additional sports facilities. The existing 6th Form block will be reconfigured to provide additional general and specialist teaching spaces.

**Why the big increase in numbers?**

Meadowfield School currently has 282 pupils on roll but has a designated number of 209. Subject to planning approval, KCC would like to regularise the designated number to reflect not just the current number on roll but also allow for further growth. If, for any reason we are unable to secure planning permission for the additional accommodation, we will regularise the designated number to reflect the current number on roll without the growth. The proposed designated number under these circumstances would therefore be 280. We are also proposing to extend the lower age range to age 3 to formalise the presence of Honey Bees (the observation and assessment nursery) which moved onto the current site in September 2013. By increasing the number of places offered Meadowfield would have the potential to offer the following places:

<table>
<thead>
<tr>
<th>Provision</th>
<th>Number of places (future)</th>
</tr>
</thead>
<tbody>
<tr>
<td>O &amp; A Nursery</td>
<td>24</td>
</tr>
<tr>
<td>Primary</td>
<td>140</td>
</tr>
<tr>
<td>Secondary</td>
<td>111</td>
</tr>
<tr>
<td>Post 16</td>
<td>73</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>348</strong></td>
</tr>
</tbody>
</table>
Are you just providing classrooms?
We are proposing to construct a new 2 storey 6th form centre combined with a 1.5 storey PE hall. A new external covered walkway extends the school’s existing internal circulation and the new 6th form centre and PE hall will be connected to this walkway. There will also be some internal reconfiguration of current 6th form accommodation to accommodate the expanding pupils groups as they move through the school.

Have you considered building the 6th form provision somewhere else?
As part of the feasibility process we considered lots of options including possible sites for offsite 6th form provision but none of the sites considered were judged as appropriate for the needs of the pupils attending Meadowfield School.

Where will the pupils play – are you planning to build on the playing fields?
A key part of this proposal is to ensure that Meadowfield has sufficient play spaces which are suitable to their needs. The new PE hall will provide additional indoor activity. The project will ensure that the amount of external play area currently utilized by the school is maintained.

What about parking?
Parking will be increased to accommodate additional staff numbers.

How does this link with what is happening to Sittingbourne Community College (SCC)?
Are you going to use the same entrance off the A2?
Unfortunately the entrance off the A2 that is being constructed as part of that development, was passed by the planning authority on the condition that it is used only by taxis and school buses that carry pupils to SCC. The project at SCC is a completely separate project and there is no link to any proposed works at Meadowfield School.

The roads are under massive pressure at the moment – surely this will increase traffic / congestion?
As the school is expanding over the next few years there will be a gradual build-up in traffic generated by the expansion. This will, in part, be off-set by the new entrance from the A2, which will serve coaches, buses and taxis that provide transport for pupils of SCC.

The new entrance should negate the need for buses and coaches to access SCC from Swanstree Avenue, which will help to ease the pressure on the local roads.

Is planning permission required – what happens next?
If the proposal to expand the school goes ahead the new buildings will require planning permission. An application will be submitted to KCC’s Planning committee under Regulation 3 of the Town and Country Planning Act 1990; Swale Borough Council will be a consultee to the proposals but will not be the decision making body.

The whole planning process will take approximately 13 weeks before a decision is made as to whether planning permission is granted. The project will then be subject to a tender process to choose a contractor to carry out the works. Once this process has been completed, and planning permission has been granted, the build will be able to commence.
I have a question – who can I ask?
Marisa White (KCC Area Education Officer for East Kent) and her colleagues will be available at the school during parents/carers evening at Meadowfield School on 19 October 2017 between 4pm and 7pm. There will be an opportunity for parents/carers to view plans of the proposed expansion and ask any questions.
If you have any questions regarding:
- The education statutory process/consultation – please email school.consultations@kent.gov.uk or call Marisa White on 03000 418794
- Additional educational needs please email: AEN.resources@kent.gov.uk;
- Specific concerns about the proposals and would like to discuss with the school how these may affect your child, please contact the school, who will be happy to arrange an appointment for you to speak to the Principal or Deputy Principals.

How to give your views on the education proposals
Please complete a response form by Tuesday, 14 November 2017. You can return your form via Meadowfield School reception or post it to Marisa White, KCC Area Education Officer, Brook House, Reeves Way, Whitstable, Kent CT5 3SS.
An electronic version of the response form is available from the School Consultation website at: www.kent.gov.uk/schoolconsultations. Please send your electronic response form to school.consultations@kent.gov.uk

What Happens Next - Consultation Timeline

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>19 October 2017 (4pm – 7pm)</td>
<td>Education Consultation drop-in session. KCC education officers will be present during the schools parents/carers evening to provide parents with the opportunity to view plans and ask any questions they may have.</td>
</tr>
<tr>
<td>14 November 2017</td>
<td>The last day for sending in a response to the consultation</td>
</tr>
<tr>
<td>January 2018</td>
<td>Following the consultation, all views received, either by post or email will be reported to the Children, Young People and Education Cabinet Committee and the Cabinet Member</td>
</tr>
<tr>
<td>February – March 2018</td>
<td>If the Cabinet Member decides to continue with the proposals, KCC will publish a public notice for a 4 week period in a local newspaper and at the school. Comments and objections can be made during this time.</td>
</tr>
<tr>
<td>March 2018</td>
<td>The Cabinet Member considers all responses made and decides whether to proceed with the proposals.</td>
</tr>
<tr>
<td>Sept 2019</td>
<td>Implementation, subject to agreement</td>
</tr>
</tbody>
</table>

Marisa White, KCC Area Education Officer for East Kent

We have completed an Equality Impact Assessment to see if the proposals 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

KCC is the Strategic Commissioner of Education Provision in Kent. You can view the Commissioning Plan for Education Provision Kent 2017 to 2021 at: www.kent.gov.uk/educationprovision

You can view KCC’s strategy for children and young people with special education needs and disabilities at: www.kent.gov.uk/sendstrategy

PLEASE COMPLETE AND RETURN THE FOLLOWING RESPONSE FORM
Kent County Council (KCC) is proposing to make prescribed alterations to Meadowfield (Foundation Special) School, Swanstree Ave, Sittingbourne ME10 4NL to:

- permanently increase the designated number of the school from 209 to 348 for 1 September 2019
- alter the lower age range at Meadowfield School to formally include nursery provision for 1 September 2019.

Do you agree with the proposals? Yes ☐ No ☐ Undecided ☐

Which of the following best describes you?
☐ A parent of a child or children currently attending Meadowfield School
☐ A member of staff at Meadowfield School
☐ A governor at Meadowfield School
☐ A pupil attending Meadowfield School
☐ Other – please specify ……………………………………………………………………

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

Address (optional)…………………………………………………………………………………………

KCC is a data controller under the Data Protection Act 1998 and will comply with the requirements of the Act at all times. We will ensure 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.

Please provide your comments below:

Please return no later than midday 14 November 2017 to:
- Meadowfield School Reception
- Marisa White, Area Education Officer, Brook House, Reeves Way, Whitstable, Kent CT5 3SS.
- Email: school.consultations@kent.gov.uk