

**Town Clerk | Swaffham Town Council**

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**From:** Town Clerk | Swaffham Town Council  
**Sent:** 01 November 2018 12:28  
**To:** 'Anne Thorp'; 'Brenda Bowler'; 'Claire Smith'; 'Colin Houghton'; 'Jan Buckley-Stevens'; 'Jill Skinner'; 'Les Scott'; 'Paul Darby'; 'Rob Bartram'; 'Sheilajoy361@aol.com'; 'Shirley Matthews'; 'Steve Allen'; 'Terry Jennison'; 'Wendy Bensley (Wenben05@aol.com)'  
**Subject:** FW: Swaffham school organisation proposal  
**Attachments:** Swaffham consultation document.pdf

Good afternoon Councillors,

Please read the letter below and the attached consultation document to change the age range at Swaffham Church of England VC Infant School to 2-11 years, with early years provision from 1<sup>st</sup> September 2020. The consultation deadline is 13<sup>th</sup> December, so I will put this on our November agenda, in the consultation document there are details of drop-in events if you are interested in attending.

Best regards,

Richard Bishop  
**Town Clerk**



**Swaffham Town Council**, Town Hall, 4 London Street, Swaffham, Norfolk, PE37 7DQ  
 Tel **01760 722922** Fax **01760 720469** [www.swaffhamtowncouncil.gov.uk](http://www.swaffhamtowncouncil.gov.uk)



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**@SwaffhamClerk** and our Traditional Market **@SwaffhamMarket**

**From:** Money, Caroline <caroline.money@norfolk.gov.uk>  
**Sent:** 01 November 2018 11:53  
**To:** Town Clerk | Swaffham Town Council <townclerk@swaffhamtowncouncil.gov.uk>  
**Subject:** Swaffham school organisation proposal

Dear Richard

I am writing to inform you of a school organisation consultation published today, which is within your area.

We are proposing to change the age range at Swaffham Church of England VC Infant School, to become a 1FE primary school for pupils aged 2 – 11 years, with early years provision. We are proposing that the earliest this change would take place is 1 September 2020.

This consultation is linked to proposal from the Diocese of Norwich Education and Academies Trust to change the age range of Swaffham Church of England Junior Academy to become a 2FE primary school, for pupils aged 2 – 11 years, with early years provision.

I have attached a copy of the consultation document, including a link to the DNEAT proposal and would be grateful if you could circulate this, via email, to your town councillors. If you would prefer me to send them a hard copy, please don't hesitate to contact me.

With best wishes  
Caroline

**Caroline Money, School Organisation Manager**  
Education, Participation, Infrastructure and Partnerships  
Tel: 01603 228828  
County Hall, Martineau Lane, Norwich, NR1 2DH



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## Town Clerk | Swaffham Town Council

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**From:** Money, Caroline <caroline.money@norfolk.gov.uk>  
**Sent:** 01 November 2018 15:04  
**To:** Town Clerk | Swaffham Town Council  
**Subject:** RE: Swaffham school organisation proposal

Dear Richard

Thank you very much for helping with this and we look forward to your response.

With best wishes

Caroline

----- Original Message -----

**Subject:** RE: Swaffham school organisation proposal  
**From:** Town Clerk | Swaffham Town Council <townclerk@swaffhamtowncouncil.gov.uk>  
**Date:** 1 Nov 2018, 12:30  
**To:** "Money, Caroline" <caroline.money@norfolk.gov.uk>  
Hi Caroline,

I can confirm that all Town Councillors have received a copy of your consultation proposal. This will feature on the November agenda of the Town Council and I am sure they will agree to feedback after they meet on the 14<sup>th</sup>.

Best regards,

Richard Bishop  
**Town Clerk**



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Swaffham Church of England  
VC Infant School

## Consultation on proposed changes to Swaffham Church of England VC Infant School

### **Pupil number growth in Swaffham**

Norfolk County Council has a duty to ensure that there is a sufficient supply of school places to respond to housing growth and other demographic changes. We are responding to the planned housing – at least 1000 new homes, in Swaffham, by proposing a major change to the way the primary phase schools are organised in the area.

It is proposed that both Swaffham Church of England VC Infant School and Swaffham Church of England Junior Academy change their age range, so that both schools become primary schools, with early years provision, for pupils aged 2 – 11 years.

The Headteachers and Chair of Governors of the two schools involved, along with representatives from the Diocese of Norwich and Diocese of Norwich Education and Academies Trust (DNEAT), have been part of the discussions with us about the future provision of school places in the area.

Swaffham Church of England Junior Academy and Diocese of Norwich Education and Academies Trust (DNEAT) are consulting on their proposed change, at the same time as this consultation on the changes proposed to Swaffham Church of England VC Infant School.

It is now time to seek a wider range of views, which is why we are holding this consultation.

### **What we are proposing**

At the moment Swaffham children start their statutory education in Year R at the Infant School and then transfer to the Junior School after three years. We are proposing to change this pattern so that all children in Swaffham can attend one of two all-through primary schools (from Reception to the end of Year 6, with early years provision). We will do this by;

- Extending the age range of Swaffham Church of England VC Infant School, to become an all-through Primary school for up to 210 children (30 pupils in each year group). Provision for pre-school children will be included. It is proposed that this school will be known as Heartwood Church of England Primary School. An investment will be made by Norfolk County Council to support the expansion of the school to a primary school.

DNEAT is also undertaking a consultation on a proposal to change the age range of Swaffham Church of England Junior Academy, to become an all through primary school for 420 children (60 children in a year group). Details of this consultation can be found on this link;

<http://www.dneat.org/news>



## **Why we feel the changes are needed**

The Governors, the Diocese of Norwich, DNEAT and Norfolk County Council believe the changes would benefit all children and young people in Swaffham because;

- They will provide sufficient places to meet future demand due to housing and population growth
- Norfolk County Council's policy on school organisation is to favour all through primary schools where these are achievable.

There are a number of considerations that Norfolk County Council take into account when considering changes to organisations of schools. These include school leadership, performance, impact on the community, diversity of provision, need for places, travel, early years provision and special education provision. The overall driving force is to ensure any change is in the best interest of children's education and achievement.

## **The earliest the change could happen is 1 September 2020.**

We will be holding drop-in events where you can come and find out more about these proposals, by attending any of the dates below:

- Wednesday 7 November, 2 – 3pm, at Swaffham Church of England VC Infant School
- Friday 9 November, 9 – 10am, at Swaffham Church of England Junior Academy
- Wednesday 21 November, 6 – 7pm, at Swaffham Church of England Junior Academy
- Thursday 22 November, 6 – 7pm, at Swaffham Church of England VC Infant School

If you are unable to attend these events but would like to comment on our reorganisation proposals please:

- complete the attached form and hand it to the school office
- or write to School Organisation Team, FREEPOST IH 2076, Floor 8 (Bay 29), County Hall, Martineau Lane, Norwich, NR1 2BR,
- or email [schoolreview@norfolk.gov.uk](mailto:schoolreview@norfolk.gov.uk)
- or access our online survey: <https://norfolk.citizenspace.com/childrens-services/swaffham>

**We need all responses by 13 December 2018.**







Swaffham Church of England  
VC Infant School

## Consultation on proposed changes to Swaffham Infant Church of England VC Infant School

Let us know what you think of our proposal.

How far do you agree or disagree with our proposal to change the age range of Swaffham Church of England VC Infant school to become a primary school? Please tick a box.

- Strongly Agree    Agree    Neither agree or disagree    Disagree
- Strongly Disagree    Don't know

Why do you say this? Please write in the box below.

Are there any other comments or suggestions you would like to make to help us with this decision and in planning for the future provision of the children? Please write in the box below.



We would like to hear from many different people as your views help us to decide whether or not we make these changes. We will also use any personal information to understand how different groups of people feel about our proposal to change the age range at Swaffham Church of England VC Infant School, to become a primary school.

We will process any personal information we receive from you in line with the General Data Protection Regulation (GDPR) (Regulation (EU) 2016/679), the Data Protection Act 2018 and Norfolk County Council's data protection policy and guidelines. This means that Norfolk County Council will hold your personal data and only use it for the purpose for which it was collected, being this consultation.

We won't identify individuals when reporting back our findings and under our record management policy we will keep this information for five years. We will also, under normal circumstances, not pass your personal data on to anyone else. However, we may be asked under access to information laws to publish or disclose some, or all, of the information you provide in response to this consultation, including any personal information. We will only do this where such disclosure will comply with such relevant information laws which include the Freedom of Information Act 2000, the Data Protection Act 2018 and the Environmental Information Regulations 2004.

Please tell us who you are, (tick all that apply):

- |   |  |
|---|--|
| <input type="checkbox"/> Pupil                                    | <input type="checkbox"/> School governor       |
| <input type="checkbox"/> Parent / Guardian                        | <input type="checkbox"/> Local resident        |
| <input type="checkbox"/> Member of the Parent Teacher Association | <input type="checkbox"/> Local business        |
| <input type="checkbox"/> Member of staff                          | <input type="checkbox"/> Local sports group    |
|   | <input type="checkbox"/> Local community group |

Other (please specify): \_\_\_\_\_

At which school? \_\_\_\_\_

What is your postcode? \_\_\_\_\_

Your views will help us decide if this proposal goes ahead. You can tell us your views by returning this completed form to:

- Your school office
- Posting it to Swaffham School Organisation Consultation, FREEPOST IH2076, County Hall (Floor 8 / Bay 34), Martineau Lane, Norwich, NR1 2BR. **You don't need a stamp.**

**This consultation ends on 13 December 2018**

**What happens next**

The Governors, the Diocese of Norwich and Norfolk County Council will listen to the consultation feedback. They will make a decision about whether or not to proceed to the next stage. If we decide to go ahead, we would then have to publish a formal public notice. A final decision would then be made by the Executive Director of Children's Services, by March 2019.

