

# AGENDA SUPPLEMENT (1)

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**Meeting:** Schools Forum  
**Place:** The Kennet Room - County Hall, Trowbridge BA14 8JN  
**Date:** Thursday 16 June 2016  
**Time:** 1.30 pm

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**The Agenda for the above meeting was published on 8 June 2016. Additional documents are now available and are attached to this Agenda Supplement.**

Please direct any enquiries on this Agenda to Kieran Elliott, of Democratic Services, County Hall, Bythesea Road, Trowbridge, direct line 01225 718504 or email [kieran.elliott@wiltshire.gov.uk](mailto:kieran.elliott@wiltshire.gov.uk)

Press enquiries to Communications on direct lines (01225)713114/713115.

This Agenda and all the documents referred to within it are available on the Council's website at [www.wiltshire.gov.uk](http://www.wiltshire.gov.uk)

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10 **Urgent Items** *(Pages 3 - 20)*

With the agreement of the Chairman please see attached papers in relation to a request in relation to Exeter House School.

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**EXETER HOUSE SCHOOL**

*I can learn, you can have friends, we can grow together*

Somerset Road · Salisbury · Wiltshire SP1 3BL  
Telephone: 01722 334168 · Fax: 01722 420691

13 June 2016

## **FAO – Schools Forum**

Dear Neil

### **Re: Request for a Split Site Allowance for Exeter House School Salisbury from Sept 2016**

As you may be aware we are in the process of acquiring additional premises to accommodate our growing student population. In doing so this would mean that we would be running a split site as the additional buildings we are in the process of acquiring are approximately 1.9 miles from our current site. I am aware that in such circumstances schools are given a split site allowance to assist in the additional cost incurred in running two sites. I would therefore be grateful if you could please take our request for this allowance to Schools Forum for consideration at the meeting this week under AOB. I apologise for the short notice but the whole process has been very long and we have only recently had confirmation that we can lease the buildings from the LA.

### **Background**

Exeter House is a generic special school in Salisbury serving a wide, rural catchment area of approximately a 20 mile radius. The school caters for students between the ages of 4 -19 who have PMLD, SLD and ASD. The design capacity of the school is 105, but currently we have 115 students on roll. Wiltshire Council requested that we increased our PAN to 121 from Sept 2015 and we anticipate that by the end of the school year 2016/17 we will reach that number.

In January 2015 Exeter House School established a Multi Academy Trust with two primary schools; this new entity is known as Somerset Road Education Trust (SRET). The Directors of SRET have agreed that they will not accept more than 121 students in the current buildings as to do so would be detrimental to the education of all students. With 115 students in buildings designed for 105 we are already becoming stretched and have had to convert shared specialist teaching / therapy spaces over to classrooms. This September we will need to set up an additional primary classroom and if our numbers increase to 121 we will have to set up a second new classroom. At the present time the only possible way to do this would be to close our art room which is used by classes across the school.

Exeter House needs to expand not only to accommodate the additional students already admitted, but also to plan for the projected increase in numbers due to population growth and military rebasing to the Salisbury Plain area. According to Wiltshire Council's Strategic Plan consultation document, 4,200 additional military personnel will be relocated to Tidworth, Ludgershall, Bulford and Larkhill between 2016 and 2019. It is projected that 35 of the children from these families will have or need a statement or EHCP. However the plan goes on to say that a report has shown that in Wiltshire the percentage of children with a parent/carer in the military with a statement was twice that of the general population,

therefore we could be looking at 70 children with SEND moving into the area. Exeter House is the main special school for these army bases and therefore would need to accommodate many, if not all, of those new children who require a special school place. Local mainstream schools are increasing their capacity in preparation for this, but at present no such development is planned for the Special School population.

In our present accommodation we would not be able to accommodate the predicted increased numbers. We also do not have the physical space on or around the school site to expand our buildings any further. It was with this information in mind that when the John Ivie Centre (the original site of Exeter House school) became available on the open market, we started to explore its potential as a base for our post 16 students, therefore reducing the already increasing pressures of overcrowding at our current site and allowing us the capacity to accommodate the projected increase in demand attached to the imminent military rebasing.

By acquiring these premises to enable the development of a satellite Post 16 provision within close proximity to Salisbury City Centre. The Directors of SRET have determined that this is the best way to alleviate overcrowding on the current site because;

- i) The development of a Post 16 provision will enable up to 24 students to be relocated to a satellite school alleviating over-crowding on the current site and allow some growth of the pre-16 group.
- ii) The Governors and Directors consider that an off-site Post 16 provision will allow for the development of a more vocational curriculum and a provision that is more focused on preparing young people for independence and adulthood.

The Directors of SRET reacted proactively and strategically in response to the LA's predicted increased pressures on SEND provision in the Salisbury Area. They have worked long and hard to secure the building against a difficult timeframe, as we believe it offers a unique opportunity to provide a vocationally focused Post 16 provision in a building and location that is uniquely placed to meet the needs of young people with SEND. This move has been supported by the LA. (Please see the attached letter from Susan Tanner.)

Alongside acquiring the building we also submitted a CIF bid for £475,458 to make the necessary improvements to provide outstanding accommodation for the students. Although the feedback we received about our bid was very positive, we were unable to secure the building in time for the CIF deadline and therefore were not successful. We plan to resubmit the bid in 2016/17 and have been advised that we stand a good chance of being successful in the next round. As you are aware there are very limited sources of funding for projects such as this, and we are fortunate that as an Academy within a MAT we are in the position to access CIF bid funding. If we are successful we will be able to bring a large amount of investment into the County and further improve the provision for Wiltshire Children with SEND.

In the SEN strategy document one of the priorities for action is to investigate with special schools the possibility of providing time limited provision to pupils from mainstream schools.

Exeter House has already successfully supported the provision of a specialist programme for two students where no other appropriate placement could be found. One of these students had previously been excluded from more than one Special school, and the other was failing in a resource base due to the high level of challenging behaviour he was exhibiting. Both of these programmes have been extremely successful. The first pupil is now fully integrated into one of our classes and the other is hoping to transition to a local mainstream secondary school. Exeter House was approached recently to accommodate another possible student who has been excluded from a Special School due to his behaviour. We would have been more than happy to investigate the possibility of again hosting a specialist provision for him working with a team from Positive Behaviour Solutions, but unfortunately we no longer have the luxury of flexible space that could accommodate an individual programme. With the acquisition of the John Ivie Centre we would again be in a position to support these individualised programmes, therefore reducing the need for much more costly Out of County Placements as well as meeting the needs of some students whose needs cannot currently be met by other provision.

With the addition of the John Ivie Centre Exeter House will be able to meet some of the priorities set out in the Wiltshire Strategy document, provide better and more flexible educational provision for the young people of Wiltshire and in the longer term potentially save the LA money. However, since beginning on the journey of acquiring this property our financial security and flexibility has been significantly impacted by the cuts in funding. In our present financial situation we are not in a position to run the new site without additional funds in the form of the split site allowance. I have attached for your information a projected breakdown of the costs that will be incurred in running the split site.

Thank you for taking the time to read this request. I will be very grateful if you can present this to Schools Forum this week for their consideration. The Directors of SRET will need to formally agree to take over the lease of the buildings later this month. However, I believe they will be reluctant to do this without confirmation that we will be granted the split site allowance due to our current financial situation. We are also under a tight time frame with regards to our next CIF bid as we need to be occupying the building to apply for an improvement bid. The John Ivie centre provides a unique opportunity to improve the provision for Wiltshire children with SEND, if we are not able to take advantage of this opportunity and be proactive in response to the projected increase in numbers we will not be in a position to support those additional students when they do arrive, or meet the needs students currently in Wiltshire.

Thank you once again for taking the time to consider this.

Yours sincerely



**Alison Murley**  
Acting Headteacher

Enclosures:

A letter of support from Susan Tanner  
A breakdown of the costs for the additional site  
A copy of our business plan for the John Ivie Centre

Copied to:

Grant Davis  
Liz Williams

9.12. 2015

Commissioning and Joint Planning  
Children's Services  
County Hall  
Bythesea Road  
Trowbridge  
Wiltshire  
BA14 8JN

Our ref : JI/EH1

Dear Sir/Madam

**Re: John Ivie Centre and Post 16 provision at Exeter House Academy, Salisbury**

We are writing to you to express Wiltshire Council's support for an opportunity to develop the John Ivie Centre as a post 16 provision for children and young people at Exeter House Special School Academy.

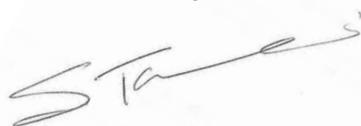
There is a projected growth in the population in Wiltshire, which is particularly notable due to the anticipated arrival of additional military personnel in the south and east of the County.

In addition Wiltshire has had a steady growth in the number of children and young people with SEN (2.3% in 2011 and 2.6% in 2015, in real terms 200 additional children with statements/EHCPs)

The development of the John Ivie Centre as a post 16 provision would ease pressure on provision lower down the school and enable the academy to expand provision in-line with demand.

We welcome this opportunity to work with Exeter House Special School Academy to develop provision in the County for children and Young people with SEN.

Yours faithfully,



Susan Tanner  
Head of Commissioning and Joint Planning  
Children's Services

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# Business Plan -the development of a Post 16 Provision on the John Ivie Site

## 1. BACKGROUND

1.1 Exeter House is a generic special school in Salisbury, Wiltshire serving a wide, rural catchment area of approximately a 20 mile radius. The school caters for students between the ages of 4 -19 who have PMLD, SLD and ASD. The design capacity of the school is 105, but as of 01/09/15 the school had 117 students on roll. Wiltshire Council continue to request additional places and the school expects to have 121 on roll by the end of the academic year 2015/2016.

1.2 In January 2015 Exeter House School established a Multi Academy Trust with two primary schools; this new entity is known as Somerset Road Education Trust (SRET).

1.3 The Directors of SRET have agreed that they will not accept more than 121 students in the current buildings as to do so would be detrimental to the education of all students

1.4 Exeter House needs to expand to accommodate the additional students already admitted and plan for the projected increase in numbers anticipated due to population growth and military rebasing to the Salisbury Plain area. (See Wiltshire Council's Strategic Plan attached.) The change the Directors are proposing is to acquire premises to enable the development of a satellite Post 16 provision within close proximity to Salisbury City Centre. The Directors of SRET have determined that this is the best way to alleviate overcrowding on the current site because;

- i) The development of a Post 16 provision will enable up to 24 students to be relocated to a satellite school alleviating over-crowding on the current site and allow some growth of the pre-16 group.
- ii) The Governors and Directors consider that an off-site Post 16 provision will allow for the development of a more vocational curriculum and a provision that is more focused on preparing young people for independence and adulthood (see vision statement).

1.5 The planned start date is September 2016 and a steady state will be reached in 2020. The projected numbers for September 2016 are 124, with 104 students being accommodated within the main school and 20 students being accommodated in the satellite school. The PAN for 2015/16 is 121.

## Projected Roll

<b>Year</b>	<b>Predicted No. of Leavers</b>	<b>Projected Intake</b>	<b>Projected Roll</b>
2015/16			121
2016/17	7	10	124
2017/18	9	15	130
2018/19	14	15	131
2019/20	7	10	134
2020/21	4	10	140
2021/22	8	10	142

**Table 1**

The table above illustrates the predictions based on historic student movements with an estimated increase between 2017-19 to factor-in the impact of military rebasing from Germany to the UK. The intake this September (2015) was 13 students, so the estimates above are of a fairly conservative nature. However, potentially, the satellite premises could accommodate 55 students giving a capacity of 160 should numbers continue to rise. The Directors have calculated that financially the satellite premises would be financially viable at 120 students.

1.6 The proposed change does not have an impact on our admissions policy as we admit all those students who reside in Wiltshire for whom Exeter House School is deemed the appropriate school for students with complex needs as determined by Wiltshire Council's SEN Panel.

## **2. LOCAL CONTEXT**

2.1 The plan for expansion takes into account the other special schools in Wiltshire which are also full to capacity and special schools in neighboring authorities (Dorset and Hampshire). It takes into account that Wiltshire's provision within Resource Bases in mainstream schools is also full. Wiltshire's strategic plan highlights that the Salisbury area has the highest number of students with a Statement but the lowest amount of SEN provision.

2.2 The changes proposed are in response to basic need in the area as evidenced in the pattern of admissions over the last three years and the recently published Wiltshire LA Strategic Plan. The school has seen a marked increase in the number of admissions from military families. Six years ago approximately 15% of all new admissions were from military families, in 2014/15 this had risen to around 50% of all new admissions. As yet the school has not been impacted by the rebasing of military personnel which is expected to occur between 2017 -2020 and generate an additional 7,500 personnel, many of whom have families. Wiltshire Council expect this group to contain around 70 students with Statements/EHCP half of whom are likely to require Special School Provision. The local plan also indicates around 5,000 new homes to be built within our catchment in the next five years.

## Capacity Versus NOR

Year	NOR	Capacity of School	Planned Places (Commissioned)	Surplus (Planned Places less NOR)
2008	89	60	100	-29
2009	92	60	100	-32
2010	96	60	100	-36
2011	94	60	100	-34
2012	95	60	100	-35
2013	97	105	105	+8
2014	104	105	108	+1
2015	117	105	121	-12
2016 (projected)	124	105	?	-19

**Table 2**

2.3 There is no impact on local primary or secondary schools. The number of students who can access courses at Wiltshire College is extremely low; historically this averages around two young people per annum due to the complexity of need and the ability of the college to meet those needs.

2.4 There is now a better understanding of how student numbers may be affected by rebasing and population growth. If the Academy were not to respond to the growing need young people would not be able to access appropriate specialist provision within reasonable travelling distance of their homes and/or the school would become increasingly overcrowded. Since the new buildings were opened in 2013 the school has already had to decommission the Music Room (2014) and more recently (Aug 2015) relocate the Art Room to a smaller space.

2.5 Wiltshire LA (and other LA's) have requested an increase in commissioned places. Wiltshire LA strategic plan indicates that the local dynamic (Salisbury/South Wilts) is that there are the greatest number of Statements in our locality but the lowest amount of provision. In addition, the other two similar specialist schools in Wiltshire based in Trowbridge and Chippenham are also full to capacity and cannot expand on their current sites.

2.6 The school is confident that there is no likely detrimental impact on local SEN provision.

### **3. CONSULTATION AND LOCAL SUPPORT**

3.1 The dates of consultation were 01/09/15 – 05/11/15.

3.2 The school consulted stakeholders in the following ways; by letter to parents, email to other schools/college, face-to-face consultation with Salisbury Heads/Wiltshire Special Schools. Wiltshire LA has been consulted directly. We published our plans on our website and in the local newspaper.

The Trust also met with the RSC representatives on 29<sup>th</sup> September and explained their vision and plans at that time

3.3 Feedback has been positive as the expansion of Exeter House is perceived to be necessary due to lack of local provision for students with PMLD, ASD and SLD. The school has minuted positive feedback from local schools, email feedback from Wiltshire Special Schools and one letter from another academy in Wiltshire expressing support. The school received no formal objections during the consultation period

3.4 We have secured the support of our MP John Glenn and he will write to the Minister asking him to take the action we require; that being the granting of a 125 year Academy Lease by Wiltshire Council.

#### **4. SCHOOL PERFORMANCE**

4.1 The school's performance is very good and the latest OFSTED (2013) rating is 'Good'. School data indicates that by the next inspection there is a high possibility of the school becoming 'Outstanding'. The Multi-Academy Trust is a group of three schools; of the other two schools Wyndham Park is 'Outstanding' (2015) and St Marks is 'Good' (2012); St Marks also has a high possibility of becoming 'Outstanding' at its' next inspection.

4.2 Student outcomes will improve as a result of this change. (See Section on Vision) One of the key indicators the school will be looking to improve are the numbers of students who gain meaningful, paid employment at Post 19 or engage in further accredited courses. Students from 4-16 will also benefit through the re-instatement of specialist facilities such as the Art Room and Music Room.

4.3 The John Ivie Centre, once acquired, will be seen as a satellite of the main school and come under exactly the same governance and leadership as Exeter House School. One of the Schools' Assistant Heads will be based at the centre full-time and identified current staff with relevant expertise will transfer to the provision

#### **5. FINANCE AND ACCOMMODATION**

5.1 The John Ivie Centre is ideal for the Academy's needs as it was, until 1994, Exeter House School. The building is steel framed and it is relatively straight forward to reconfigure to the desired layout and specification. The premises have now been inspected by a surveyor alongside key staff and directors who have explained their vision. The academy has now instructed a measured plan of refurbishment to enable accurate costings to be calculated; at this stage they are estimated to be in the region of £200,000.

5.2 Exeter House School will be submitting a CIF application to fund the capital works, hopefully by a full grant, or failing that, by a combination of grant, Salix loan and CIF loan.

5.3 At this stage we believe that no planning applications are necessary as the premises were previously used for education purposes. We would not be looking to expand the building beyond its current footprint.

5.4 The Directors have calculated (see attached spreadsheet) that the provision would be sustainable with 16 students. In addition, although not factored into their calculations, Wiltshire's Schools' Forum usually provide an additional annual sum of £100,000, by way of a split site allowance. There is a precedent for this as one of the other SLD schools has established a satellite Post 16 provision and receives this sum annually.

5.5 The directors will also be looking at income generation possibilities as the site is very central to the city and unusually has parking, this means there is good potential for lettings.

5.6 The Directors see the acquisition of the JIC as sustainable and gives the Academy the capacity to respond to the likely increase in numbers predicted over the next five years.

### **John Ivie Centre Refurbishment Specifications**

#### **Car park:**

Should this be lockable?

Yes, as there is historical misuse of parking in the building. This is possibly from nearby Bishops students or from local residents. Unregulated car park use would prevent accessibility.

Do we need to mark out a space for a bus?

Yes, in order to keep the front clear. We would also aim to have our own minibus within the first couple of years.

How are we handling drop off and pick up times?

We would encourage those students that are able, to make their own way to the 6<sup>th</sup> Form Centre. Other students would continue to use their transport and greater independence would be encouraged moving into the building.

#### **Main Entrance lobby:**

Does this / can this have an intercom entry system linked to the main office?

Yes, and the front door would need to be secure, as well as the side gate in order to avoid trespassers.

#### **Hall/ Dinning Area:**

Does this need any sound insulation?

Unknown. When the main school is assessed by the sound engineer they could also assess the John Ivie Centre.

#### **Maths Room & Home Tuition base:**

These two rooms to be combined to create Maths Classroom/Tutor Base 1



**Library & Bicycle store:**

These two rooms to be combined to provide a literacy base.

**Counselling Room & Cleaner's room:**

These could be combined to create a personal care room with hoist and shower.

**Science Room/Home Tuition base/Interview Room/Quiet Room/Art Room:**

These rooms to be used to create two or three workshops and storage space (resistant materials, art & textiles and vocational skills such as hairdressing, beauty and bicycle maintenance).



**English Room:**

ASD home base. Would require workstations.



**Toilets:**

Full refurb required.

**Kitchen:**

What level of kit is required here? I think you'll need to visit this. What about food storage and deliveries?

Would need to be a stainless steel industry standard catering kitchen.



**Boiler House:**

**Staff Toilets:**

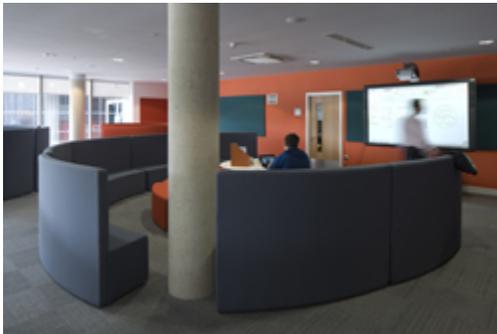
Will need to be updated.

**Main office:**

This will provide office space and a staff room.

**Main Hall:**

This would be a social and community space and would require soft seating as well as café tables and recreational opportunities.





**Rear garden:**

Will need a large Greenhouse and Potting shed, a sheltered seating area, a basketball hoop facility and opportunities for outdoor gardening.



**What items do we need resolving from an H and S and security perspective?**

Asbestos needs to be safe bearing in mind student behavior - things could get broken. Flooring needs to level throughout and acoustically sound. Fobbed entrance, workshops, kitchen and side gate. Glass panels in all doors. Soft close doors.

**General:**

Do we need to crank up security in this location? If so what would you need?  
See above.

**IT:**

Would need an IT comms/office.  
Would need laptop trolleys 2 x 12.  
Would need two portable smartboards.  
Would need 2 touchscreen monitors & PCs.

Would need telephones in every room.  
Wireless systems.  
Security systems.  
IT infrastructure.  
Server.  
Licensing.

## **6. DETAILED PROJECTIONS**

6.1 More detailed projections are included within the spreadsheet. The school expects to benefit from economies of scale as numbers increase beyond 121.

6.2 At this stage it is not envisaged that additional staff will be required. Identified staff currently employed by the academy will transfer with students to the new setting.

## **7. SCHOOL VISION**

7.1 Exeter House moved to a new building in 1995. This building was originally built for 64 pupils. We quickly grew out of this space and we had a big extension in 2012. Part of these new facilities were a number of specialised spaces such as vocational kitchen and a 6<sup>th</sup> form common room. Due to growing numbers within the existing building pressure is now being placed on these spaces and their sole use by Post 16 students.

7.2 Over the past two to three years the school has investigated a number of possible locations to embed our 6<sup>th</sup> form in the community therefore offering a bespoke educational experience to our older students. These have all been rejected due to problems with accessibility, cost and availability.

7.3 Exeter house used to be located in the John Ivie Centre. This location was never questioned however the building became too small for our growing numbers. It is the position and accessibility of this building that has now led us to pursue this as being the ideal space for our satellite 6<sup>th</sup> form.

7.4 The stakeholders of Exeter house value the importance of fostering independence of all the pupils who attend the school.

7.5 This is especially true when the students begin to transition into adulthood. In order to provide the very best for these young people at this stage of their life we have a vision we wish to realise within the next academic year.

7.6 We would like to offer a self-contained base away from the main school. This would foster a sense of moving on and preparing for life after school. This future could be at the local college, specialist further education, work or day care.

7.7 Life options and careers will be investigated and opportunities will be given to explore these options.

7.8 Located in the heart of the city, this 6<sup>th</sup> Form centre would be able to take advantage of its proximity to local enterprise / volunteering and work experience. This would nurture confidence and enable independence within the community. It would be fully accessible and would have adequate space to allow minibus access.

7.9 The town centre location would allow students to be within walking distance of shops, amenities and transport links. Being close to public transport links it would therefore establish a reason for independent travel training and road safety. (At present all students including wheelchair users are dependent on minibus/car transport to access most community based activities/opportunities.)

7.10 This centre would offer a bespoke building where we could provide an actual work experience and environment.

7.11 As well as tutor/classrooms providing areas for personalised learning opportunities there would be designated workshops, areas for horticulture, manufacturing and other vocational courses. This would lead to gaining recognised accreditation. Also required would be a large central space that could be used for social interaction and community projects.

7.12 These designated spaces would help our students to be able to differentiate between work/vocational studies with leisure. We are not able to provide this at present due to space restrictions.

7.13 The students would be encouraged take responsibility for themselves (getting to and from the centre).

7.14 The students will plan, purchase, prepare and serve their own meals and snacks. They will be responsible for cleaning and organising their workspaces.

7.15 All independent living skills will be practiced and students will be encouraged to lead as an independent life as possible now and in the future.

7.16 This centre away from the main school will offer chances to form different relationships with staff, encourage proactive communication and work with staff to fulfil personal targets. Most importantly this 6<sup>th</sup> form centre will provide our students and parents with a real choice of post 16 college style education like their mainstream peers.

## 8. LA CONTACT DETAILS

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Head of Commissioning and Joint Planning

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