

<u>Consultation – Staff Meeting Summary</u>	
Nature of Consultation:	Proposed Change to Green Park School
Date:	13 March 2019
Time:	15:30pm
Location:	Green Park School
Officers in Attendance:	Tom Knott, SEND Commissioning Officer (TK) Nicola Harris, SEND Support Officer (NH) David Jones, Commercial Programme Manager (DJ)
Number of staff members in attendance:	58

Summary of Meeting

- TK introduced the proposals, outlined the current pressures on the City's specialist education estate and emphasised the importance of working in partnership to meet students' needs.
- DJ explained the details of the proposed capital scheme for the school building and agreed to share a hard copy of the plans with staff following the meeting for their further comments. DJ explained that the priority work would be to provide two classrooms.
- Members of staff were advised that that they could either raise during this meeting, reply to the survey online or complete consultation response forms.
- The Headteacher agreed to collate questions and comments from staff following their review of plans.

The following questions and comments were raised by Staff Members:

- A staff member queried if there was a limit to the number of pupils that could be placed within the school above the proposed registered school capacity.
- A staff member asked if expansion was only being considered within Green Park School. TK explained that changes had recently been made to Tettenhall Wood School and Penn Hall School.
- A staff member asked if the increased workload for school staff had being considered within the proposals. TK responded that CWC needed to look at needs

of the city and that it was recognised that extra pressure is passed onto school staff. The Headteacher explained that a national school workload review is currently being undertaken and that the resulting recommendations would be explored.

- A staff member questioned how long any temporary expansion would last. TK explained that commissioning of school places is carried out on an annual basis.
- A staff member asked how these school places would be funded. It was explained funding would be in line with current arrangements and this would allow for further posts to be created to support the increase in student numbers.
- A staff member asked if the art room would be affected by any developments within the school building. DJ explained that the art room is not affected by any of the current proposals.
- A staff member enquired about what would happen if there was a greater need in future and how further expansion would be carried out. TK explained that CWC are currently looking at pathways alongside headteachers and that the City's offer was under constant review. TK went on to explain that there was an expected increase of 13% in the SEND population within the city over the medium term, but previous trends had shown longer term increases and decreases in school place requirements.
- The Headteacher felt that ensuring that children are placed within the correct schools to support their needs was important.
- A staff member raised concerns about the impact to other areas of the school such as the lunchroom. TK explained that the proposals had not been developed in isolation and communal areas had been considered. Staff members were requested to provide feedback regarding requirements to ensure the school was a workable building.
- A staff member stated that a personalised timetable is developed for the students and asked if further funding would be provided for additional equipment etc. TK explained that it was proposed that the matrix funding would be uplifted for next year to try and relieve some pressure.
- A staff member raised concerns regarding the storage of equipment that would be required for the increased number of students and asked if there could be an extension to the school. It was explained that an extension would not be possible. The Headteacher felt that the current capacity of the school could be used more efficiently.
- A staff member questioned the need for so many offices. The Headteacher explained that following the staff survey it had been identified that staff members wanted the senior leadership team to be integrated into the heart of school and space for this would be required.
- A staff member asked if car park space would be lost as staff were already having to park in the road. DJ explained the proposals would increase bus space and could potentially provide additional staff parking.
- A staff member enquired about the future use of the SLT offices if members of the team moved to alternative accommodation within the school. The Headteacher said that the use of this space would be open for discussion with staff.
- A staff member asked if work would be carried out while students were in school. DJ replied that the work to the food technology room could be carried out prior to the summer break and this may require the sacrifice of a classroom during the construction process. While carrying out the work in holiday time would reduce

safeguarding risks, any risk could still be reduced by allowing access to a fenced off area of the school through the car park entrance without a vast disruption to the remainder of the school building. A staff member enquired what would happen with the equipment in the DT room. The Headteacher answered that this would be redeployed as appropriate.

- A staff member asked how the bus refuge would be linked to the school entrance.
- A staff member felt that the food technology room would not be suitable as classroom space as this is one of the smallest rooms in the school and the lack of space would not be adequate to accommodate equipment for students. The Headteacher said this would be dependent on the needs of the students occupying this classroom and they would be exploring moving existing students, of which needs were identifiable to ensure suitability, into this room. The Headteacher said that this decision would be made together with staff.
- A staff member questioned if the art room could be converted to classroom. The Headteacher felt this room was isolated and did not have toilet facilities to be a functioning classroom space.
- A staff member asked if the library would be relocated. DJ replied that this was not part of the current proposals although it is part of the space to be redeveloped and a sectioning of the library area would be explored.