



Children, Families and Education Select Committee

Councillors on the Committee

Councillor Heena Makwana (Chair)
Councillor Ekta Gohil (Vice-Chair)
Councillor Kishan Bhatt
Councillor Peter Smallwood OBE
Councillor Jan Sweeting (Opposition Lead)
Councillor Tony Gill
Councillor Narinder Garg

Co-Opted Member

Tony Little, Roman Catholic Diocesan
Representative

Date: WEDNESDAY, 30 JULY
2025

Time: 7.00 PM

Venue: COMMITTEE ROOM 6 -
CIVIC CENTRE, HIGH
STREET, UXBRIDGE UB8
1UW

**Meeting
Details:** The public and press are welcome
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Terms of Reference

Children, Families, & Education Select Committee

To undertake the overview and scrutiny role in relation to the following Cabinet Member portfolio(s) and service areas:

Portfolio(s)	Directorate	Service Areas
Cabinet Member for Children, Families & Education	Children's Services	Children's Social Care (incl. safeguarding & corporate parenting)
		Corporate Parenting Panel
		Prevention & Youth Justice (incl. youth services, stronger families and adolescent mental health)
		Education & SEND (incl. Adult & Community Learning, Skills, Lifelong Learning, Music Services and School Travel)
	Adult Services & Health	Children and Families Support Services (incl. Early Years and Children's Centres)

Corporate Parenting

This Select Committee will establish a Panel to support strong oversight of the Council's corporate parenting responsibilities. The Committee may appoint 3 Members to this Panel based on political balance. Membership may include non-Cabinet Members not on the Committee. The Committee may also appoint relevant Council officers and other external stakeholders to the Panel and agree its chairmanship and operation. In agreeing its operation, the Committee will provide for the Panel not to be able to establish any other sub-group or body to carry out its responsibilities.

Agenda

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|----|--|---------------|
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Minutes

CHILDREN, FAMILIES & EDUCATION SELECT COMMITTEE

18 June 2025



Meeting held at Committee Room 6 – Civic Centre,
High Street, Uxbridge, UB8 1UW

	<p>Committee Members Present: Councillor Heena Makwana (Chair), Councillor Ekta Gohil (Vice-Chair), Councillor Peter Smallwood OBE, Councillor Kishan Bhatt, Councillor Jan Sweeting (Opposition Lead), Councillor Tony Gill, and Councillor Narinder Garg</p> <p>Co-Opted Member Present: Mr Tony Little</p> <p>Officers Present: Poppy Reddy (Assistant Director, Care, Support and Transition), Donna Hugh (Assistant Director, Care Provision Services), Tehseen Kauser (Director of Children's Social Care), Julie Kelly (Corporate Director of Children's Services), Ryan Dell (Democratic Services Officer),</p>
4.	<p>APOLOGIES FOR ABSENCE (<i>Agenda Item 1</i>)</p> <p>None.</p>
5.	<p>DECLARATIONS OF INTEREST IN MATTERS COMING BEFORE THIS MEETING (<i>Agenda Item 2</i>)</p> <p>None.</p>
6.	<p>MINUTES OF THE PREVIOUS MEETING (<i>Agenda Item 3</i>)</p> <p>Referring to the previous agenda item on the Youth Offer, Members asked if there was any update on securing new transporter buses. This could be looked into outside of the meeting.</p> <p>RESOLVED: That the minutes of the previous meeting be agreed</p>
7.	<p>MINUTES OF THE AGM (<i>Agenda Item 4</i>)</p> <p>RESOLVED: That the minutes of the AGM be agreed</p>
8.	<p>TO CONFIRM THAT THE ITEMS OF BUSINESS MARKED AS PART I WILL BE CONSIDERED IN PUBLIC AND THAT THE ITEMS MARKED AS PART II WILL BE CONSIDERED IN PRIVATE (<i>Agenda Item 5</i>)</p>

9.	<p>OVERVIEW OF CORPORATE PARENTING RESPONSIBILITIES (<i>Agenda Item 6</i>)</p> <p>Members noted the recent changes introduced under the Children’s Wellbeing and Schools Bill and asked how this would affect the Council’s role as Corporate Parent. Officers noted that the Bill would extend corporate parenting responsibilities beyond the Council to include other statutory partners such as health and police services. Whilst the practical implications were ongoing, the change was expected to positively impact young people by placing a statutory duty on partner agencies to act as corporate parents.</p> <p>Members asked if the DfE was leading on this. Officers noted that the Bill was still progressing through Parliament and that current engagement with the DfE was limited due to its focus on the Family First reforms. It was anticipated that the implementation of these changes would unfold over the next couple of years.</p> <p>Members asked how the Council benchmarked its performance in corporate parenting. Officers advised that while internal quality assurance audits were conducted, benchmarking was primarily achieved through external regulation. Ofsted and other bodies conducted inspections, including the ILACS (Inspection of Local Authority Children’s Services) every three years, which evaluated care for looked after children and care experienced young people. The Council was previously rated in the top 15% nationally, with an overall outcome of “Outstanding” for looked after children and “Good” for care experienced young people. Efforts were ongoing to improve further ahead of the next inspection.</p> <p>RESOLVED: That the Committee:</p> <ol style="list-style-type: none"> 1. Noted the developments and achievements outlined in the report; 2. Endorsed the continued embedding of corporate parenting principles across all services; and 3. Supported ongoing efforts to prepare for the expanded statutory duties from 2025
10.	<p>CORPORATE PARENTING PANEL MEMBERSHIP 2025-2026 (<i>Agenda Item 7</i>)</p> <p>RESOLVED: That the Children, Families & Education Committee:</p> <ol style="list-style-type: none"> 1. Appointed Councillors Nick Denys, Heena Makwana and Jan Sweeting to be the permanent Elected Members on the Panel on the basis of political balance (2 Con: 1 Lab); 2. Appointed Councillors Becky Haggart OBE, Peter Smallwood OBE and Tony Gill to be named substitutes on the basis of political balance (2 Con: 1 Lab); and 3. Upon the recommendation of the Chair of this Committee, confirmed Councillor Nick Denys as the Chair of the Corporate Parenting Panel and Councillor Heena Makwana as the Vice-Chair.
11.	<p>PERSISTENT ABSENTEEISM REVIEW (<i>Agenda Item 8</i>)</p> <p>The Chair introduced the item and invited Members to note and agree on the amendments to the recommendations and on the final report to be taken to the</p>

	<p>Cabinet.</p> <p>Members asked if schools had had an early view of the recommendations, given their involvement in the witness sessions. The Chair noted that they had not; that the recommendations were formed based on all of the witness sessions; and it was appropriate for the Committee to make its recommendations based on this evidence.</p> <p>Members noted that persistent absenteeism reflected a wider issue beyond what was reflected in the recommendations, and that a broader effort was required to promote the value of education, particularly among those parents who may not prioritise it as highly as other activities. It was suggested that the value of school was taken for granted.</p> <p>Members asked about including more up to date statistics in the final report. The Chair suggested that any concerns over this could have been raised at an earlier opportunity and noted the need to finalise the recommendations. It was further noted that improving attendance was an ongoing effort, and the Committee would have the opportunity to review progress over time.</p> <p>The amendments to the recommendations were agreed.</p> <p>RESOLVED: That the Children, Families & Education Select Committee:</p> <ol style="list-style-type: none"> 1. Noted the final review report; 2. Agreed to the suggested amendments; and 3. Agreed the final report, subject to the amendments, for submission to Cabinet
12.	<p>POLICY REVIEW DISCUSSION & GUIDANCE (<i>Agenda Item 9</i>)</p> <p>The Chair opened the discussion on potential topics for the next review. It was noted that there was limited time available before the upcoming local elections and consideration should be given to this when choosing a topic to review. The current review had taken approximately 20 months, and there were only seven Committee meetings remaining before the local elections.</p> <p>Members made a number of suggestions, including:</p> <ol style="list-style-type: none"> a) Inclusivity It was noted that this was a broad topic area and may be better suited to a later review when more time was available. b) Narrowing the gap between advantaged and disadvantaged young people in education standards This had formed part of the Committee's comments to the Cabinet Member in the recent Annual Education Standards 2023-24 report. c) Falling school rolls and changes in admission numbers This could include looking at ways of supporting schools with falling rolls, particularly in the primary sector. d) NEET (Not in Education, Employment, or Training)

To look at current strategies in place for young people not in education, employment or training, and to learn from other places.

e) **Utilising spare capacity in schools**

Linked to the decrease in school rolls, to examine how spare classrooms and spaces can be used to benefit schools and the wider community.

f) **Third party/ voluntary groups and opportunities in Hillingdon**

To highlight the range of community-led groups (including scouts, guides, local football clubs, youth centres, churches, mosques, gurdwaras) and potential gaps in their offerings; to highlight areas of the borough where there were limited opportunities or issues of accessibility; to note the importance of promoting good practice and collaboration between organisations; to identify what role the Council plays in supporting such groups, including venues, safeguarding and insurance; to promote/ commend the volunteers who run these groups.

Members further suggested looking into the distribution of volunteers across the borough.

Members referred to the agenda item on the Youth Offer at the previous meeting which had acknowledged gaps in venues.

Members suggested a dictionary of groups with contact details. Officers responded that the care and support directory had gone live and was available on the intranet. This was for all services for children and young people aged 0-19 and up to 25 for those with specific needs or disabilities.

Members noted that a review of this topic would need to be narrowed down to ensure it could be completed in the preferred timeframe.

g) **Addressing the post-COVID mental health gap in schools**

CAMHS waiting lists remained long and early intervention in schools was inconsistent. The scope of a review on this topic could be access to mental health mentors; school counselling capacity linked to CAMHS; resilience programmes; trauma support; and the impact of DfE funded activity. It was noted that some of this may fall under the remit of the Health & Social Care Select Committee.

h) **Digital Exclusion and Educational Disadvantage**

Lots of young people lacked reliable access to technology or broadband, affecting homework, online safety and hybrid learning. To look at device distribution, safe digital spaces, parental digital literacy, and other external educational providers and how they can support young people. Members suggested that this may be more suitable as an information item, potentially over two meetings if split in two.

i) **Social care**

Officers noted that, looking at previous review topics, there was a significant gap in social care topics outside of corporate parenting. There had been a lot of focus on youth & community and education. There were a range of social care services such as help & protection, the front door (some of which was covered under the previous review of the Stronger Families Hub), court services, and fostering services.

Members noted the importance of balancing officer capacity with the need to scrutinise services when considering a review topic.

	<p>The above topics would need to be investigated with relevant officers.</p> <p>RESOLVED: That the Committee:</p> <ol style="list-style-type: none"> 1. Noted the guidance on undertaking policy reviews in Appendix 1; 2. Sought to make use of the scorecard attached in Appendix 1 (Annex A) to assess any policy review topic ideas; 3. Developed a single or shortlist of potential topic ideas over the coming months or year for officers to scope further and report back to the Committee on feasibility; and 4. Delegated to the Democratic Services Officer, in conjunction with the Chair (and in consultation with the Opposition Lead) any further agreement on review topic selection as required.
13.	<p>FORWARD PLAN (<i>Agenda Item 10</i>)</p> <p>Members considered the Forward Plan.</p> <p>RESOLVED: That the Committee noted the Forward Plan</p>
14.	<p>WORK PROGRAMME (<i>Agenda Item 11</i>)</p> <p>Members considered the Work Programme.</p> <p>Members noted that the work programme within the agenda only showed up until November 2025 and asked if there were any allocated agenda items for meetings thereafter. Officers noted that this was merely for presentation and to ensure that the information in the agenda was legible.</p> <p>Members highlighted upcoming items on the budget and noted the need for a specific update on the DSG. Officers noted that they could provide a separate update on the DSG and Members asked for this at the next meeting.</p> <p>RESOLVED: That the Children, Families & Education Select Committee</p> <ol style="list-style-type: none"> 1. Considered the report and agreed any amendments; and 2. Added an update on the DSG to the July meeting
	<p>The meeting, which commenced at 7:00 pm, closed at 7.30 pm.</p>

These are the minutes of the above meeting. For more information on any of the resolutions please contact Ryan Dell, Democratic Services Officer on democratic@hillingdon.gov.uk. Circulation of these minutes is to Councillors, officers, the press and members of the public.

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PROPOSAL TO AMALGAMATE HAREFIELD INFANT SCHOOL AND HAREFIELD JUNIOR SCHOOL - SUMMER 2025

Committee name	Children, Families & Education Select Committee
Officer reporting	Abi Preston – Director of Education & SEND
Papers with report	Appendix 1 – Proposal for pre-publication – Harefield Infant School & Harefield Junior School Proposal Appendix 2 – Pre-publication Information Session presentation Appendix 3 – Harefield Schools consultation Public Notice Appendix 4 – Harefield Schools – Statutory Proposal for Amalgamation Appendix 5 – Harefield Schools Amalgamation – Frequently Asked Questions Appendix 6 – Financial Benchmarking for Harefield Infant School Appendix 7 – Financial Benchmarking for Harefield Junior School Appendix 8 – Harefield Schools - Senior Leadership Structure 2024-2025 Appendix 9 – Information sessions presentation – Proposal to amalgamate Harefield Infant and Junior Schools – Summer 2025
Ward	Harefield Village, All

HEADLINES

The London Borough of Hillingdon are consulting on a proposal for Harefield Infant School and Harefield Junior School to amalgamate to form a single two-form entry maintained primary school for children aged 3 to 11 years. This change would take effect from 1st April 2026, if approved, with a total published pupil number of 420. In order to amalgamate the 2 schools and create a primary school, the Council are proposing to close Harefield Infant School and extend the age range of Harefield Junior School.

Following the DfE statutory process, approval is being requested (Local Authority as the decision-maker) to amalgamate the two schools.

RECOMMENDATION:

That the Children, Families & Education Select Committee provide comments to Cabinet on the proposal to amalgamate Harefield Infant School and Harefield Junior School, by closing Harefield Infant School, and extending the age range of the Junior School from 7–11-year-olds, to 3–11-year-old

Note: Cabinet is currently scheduled to consider this matter on 18 September 2025.

SUPPORTING INFORMATION

The Council, and schools are expected to consider the long-term vision of each school, ensure the best outcomes for our children and young people, and the sustainability of schools. Part of this responsibility is to continue to:

- improve and provide the best possible education and care for every child;
- provide an excellent working environment and experience for staff; and
- support and work with their local community

Both Harefield Infant School and Harefield Junior School are community-maintained schools located in the Harefield Village ward and were both graded 'Good' at their last Ofsted Inspection. Harefield Infant School was inspected in March 2023 and maintained its grade from the full inspection in December 2012, and Harefield Junior School was inspected in October 2023 and improved its grade from 'Requires Improvement' from the full inspection in September 2019.

Both of these schools are located adjacent to each other and effectively share one site. As they are community-maintained schools, this means they are both maintained by Hillingdon Council and the Council owns the buildings and the land. The Local Authority is also responsible for determining the school admission arrangements for both schools.

Harefield Infant School and Harefield Junior School have been in a federation since October 2018. This means that, although they are legally two separate schools, they operate as much as possible as one school. There is one federated Governing Board that oversee both schools, one Executive Headteacher, and one Head of School for both schools.

The Hillingdon Infant and Junior Amalgamation Policy, September 2022, (see **Background Paper 1**) states that "The London Borough of Hillingdon will require Governing Bodies of all separate infant and junior schools to consider amalgamating their two linked schools when one or more of the following 'trigger circumstances' occur, unless there are compelling and overriding reasons"

- a) A headteacher vacancy arises in either or both schools.
- b) Total pupil numbers in either school are 25% or more below the Published Admission Number.**
- c) Ofsted inspection in one of the schools identifies a 'Requires Improvement' judgement.
- d) One or both of the schools cannot set a balanced budget or has financial problems.
- e) One or both of the schools involved is judged to be a 'School causing concern' by the London Borough of Hillingdon.
- f) One or both schools have PANs or are recruiting at below two forms of entry – making the individual schools relatively small and at risk of becoming unviable within the Hillingdon funding context.**
- g) Other pressures whereby the educational provision would be improved through amalgamation such as provision of SEN support, staff recruitment and retention or issues linked to the buildings.

In line with the Council's School Amalgamation Policy, two triggers (highlighted above) have been met which warrant consideration of amalgamation for the schools in question:

Pupil Numbers 25% or More Below Published Admission Number (PAN):

Current enrolment data shows that total pupil numbers in Harefield Infant School are more than 25% below PANs. This under-enrolment indicates a significant surplus of places, which can lead to inefficiencies in resource allocation, reduced funding per pupil, and challenges in maintaining a broad and balanced curriculum.

Small School Size and Below Two Forms of Entry:

Both schools are either operating with PANs below two forms of entry (i.e., fewer than 60 pupils per year group) or are recruiting below this level. In the context of Hillingdon's funding model, such small schools are increasingly at risk of becoming financially unviable. Smaller schools face greater difficulty in absorbing fluctuations in pupil numbers, managing fixed costs, and sustaining high-quality provision across all areas of the curriculum.

Together, these two triggers highlight the growing vulnerability of the schools and the need to explore structural solutions—such as amalgamation—to ensure long-term sustainability, educational quality, and efficient use of public resources.

The birth rate in Hillingdon has been steadily declining since 2016, which has impacted primary aged pupil numbers across the Borough. The combined pupil on-roll figures at Harefield Infant and Harefield Junior Schools have decreased over the past 6 Spring census' as noted in the tables below, and meet the triggers b & f listed above, despite the Published Admission Number (PAN) of the schools being reduced in 2023 / 24.

Harefield Infant School

Harefield Infant School						
Census	Whole School PAN	Pupils on Roll				% Vacancies
		R	Yr 1	Yr 2	Total on Roll	
Jan-20	270	75	64	71	210	22%
Jan-21	270	55	67	63	185	31%
Jan-22	270	51	57	62	170	37%
Jan-23	270	62	52	54	168	38%
Jan-24	180	36	59	45	140	22%
Jan-25	180	39	35	60	134	26%

Harefield Junior School

Harefield Junior School							
Census	Whole School PAN	Pupils on Roll					% Vacancies
		Yr 3	Yr 4	Yr 5	Yr 6	Total on Roll	
Jan-20	360	71	85	54	69	279	23%
Jan-21	360	67	66	82	53	268	26%
Jan-22	360	58	61	65	82	266	26%
Jan-23	360	63	53	55	66	237	34%
Jan-24	240	48	62	52	55	217	10%
Jan-25	240	43	47	60	51	201	16%

Equality Impact Assessment for the proposed amalgamation

An Equality Impact Assessment has been carefully considered in relation to the proposed amalgamation of Harefield Infant and Harefield Junior Schools (**Background paper 2**). It is not expected that this proposal will have any significant impact on pupils, staff, or the wider community, as the newly formed primary school will continue to operate in much the same way as it currently does.

Since all children currently enrolled at both schools will remain on the same site, within the same school community, and continue to be supported by the same staff, and curriculum, no adverse effects are anticipated for pupils with protected characteristics under the Equality Act 2010.

Key points include:

- No change to the school's Net Capacity;
- No change to the Published Admissions Number (PAN) for either school;
- No change to the curriculum being delivered. The assessment highlights that White boys with English as their first language, and pupils with Special Educational Needs (SEN) Support are overrepresented compared to borough-wide averages. As such, these groups may be more vulnerable to any unintended negative effects of the proposed changes. However, the EIA has demonstrated that the funding to support children with SEND (SEND Support and EHCP) and those who are disadvantaged (pupil premium funding) are calculated on a per-pupil basis and therefore funding for these cohorts will not be impacted by the amalgamation directly.

The amalgamation process will be managed with care and sensitivity, ensuring that the needs of all pupils, particularly those with SEND, are fully considered and supported throughout.

This assessment may be updated following the outcome of the public consultation. The impact of the proposed amalgamation will be closely monitored in collaboration with the school and its governing body, and appropriate mitigation measures will be implemented if necessary.

Financial Implications

The Designated Schools Grant (DSG) Schools Block Funding represents the majority of funding for schools within Hillingdon, although each school may receive additional DSG funding or Grants.

If the schools amalgamate, the combined school will only be eligible for one lump sum (an allocation from the Dedicated Schools Grant provided to individual schools to support fixed costs that is currently £159,662 a year – based on the budget for 2025/26) in the future.

As detailed in the [Schools operational guide: 2025 to 2026 - GOV.UK](#),, “where schools amalgamate after 1 April 2025, the new school will receive funding equivalent to the formula funding of the closing schools added together for the appropriate proportion of the year. This means that they receive the combined lump sums for the remainder of the year and 70% of the second lump sum in the following year. Local authorities can apply to provide a second year of protection. This needs to be discussed and agreed with Schools Forum.”

The financial implication of the amalgamation of the two schools will be the eventual loss of the lump sum income usually available per school. The school can however, benefit from better economies of scale which could mitigate the impact of this loss.

Both schools combined funding is approximately £2,231k funding per year. If the proposal is approved, this would mean that following financial year (2027/28) after amalgamation the amount received would be £2,183k and the second financial year (2028/29) funding would be £2,075k due to the eventual loss of one lump sum payment. The figures above and detailed in the table below are based on the assumption that the number of pupils remains constant.

DSG Schools Block Funding	2026/27 Financial Year	2027/28 Financial Year	2028/29 Financial Year
Harefield Infant School funding	£901k	£852k	£745k
Harefield Junior School funding	£1,330k	£1,330k	£1,330k
Combined Harefield Schools funding	£2,231k	£2,183k	£2,075k

It is important to note that other DSG funding e.g. Early Years funding (EYSFF), Pupil Premium and other grants paid to the school may be affected in future years, however these are based on pupil numbers and would not be affected by amalgamation (these would be depending upon the grant conditions, guidance and specific calculations).

Once the school receive their budget, they decide how this is allocated across the school, and what the funding is spent on including staff and resources.

RESIDENT BENEFIT

As both schools are maintained schools, Hillingdon Council can propose to close Harefield Infant School under Section 15 of the Education and Inspections Act 2006, with notice given in accordance with The School Organisation (Establishment and Discontinuance of Schools) Regulations 2013 and propose to extend the age range of Harefield Junior School from 7–11-year-olds to 3–11-year-olds, with notice given in accordance with The School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013.

The two proposals follow two separate guidance processes: [Opening and closing maintained schools](#) and [Making significant changes \('prescribed alterations'\) to maintained schools](#). This sets out an expectation that interested parties are consulted informally prior to publication of a statutory proposal and formal consultation.

While there is no longer a statutory 'pre-publication' consultation period for proposed prescribed alteration changes to increase the age range of a school, there is a statutory requirement to consult any parties the proposer thinks appropriate before publishing proposals under section 15 proposals to close a maintained school. Consultation was carried out in Spring 2025 with the two Harefield schools related to this proposal, however, the following engagement with all 10 sets of Infant and Junior Schools in Hillingdon by Council Officers should also be noted:

- 11th June 2024 – a letter was sent to all Infant and Junior Headteachers in keeping with the Council's Infant and Junior Schools Amalgamation policy (Successful, Sustainable,

Viable Schools). As part of this policy, on the retirement or resignation of the Headteacher from either of the linked Infant and Junior Schools, the two schools will amalgamate and form an all through primary school.

- 18th June 2024 – Head Teachers Termly – Presentation by Head of Education and Lifelong Learning to go through benefits of infant and junior amalgamations and recognising the different contexts.
- 1st July 2024 - Amalgamation Information Session 1 for Head Teachers and Governors of Infant and Junior Schools
- 2nd July 2024 - Amalgamation Information Session 2 for Head Teachers and Governors of Infant and Junior Schools

A period of pre-publication consultation was carried out between Monday 17th March 2025 and Wednesday 30th April 2025. The end of the consultation was originally the Thursday 17th April 2025, however, this was extended to 30th April 2025 following feedback and a request from an attendee, during a consultation event with the school and other stakeholders, to provide additional time as a result of the school holidays. An additional 26 responses were received during this extended period.

An informal consultation document (see **Appendix 1**) was made available in hard copy and electronic form, that outlined the proposals and relevant background information. Hard copies were made available on request from the Local Authority. This information was sent to the Executive Head and Chair of Governors to share with parents of all children attending both schools on Friday 14th April 2025 on how to access the consultation document and submit a response. Information about the informal consultation and a survey about the proposals was included on the Hillingdon 'Have Your Say' webpage.

Three online consultation meetings were hosted by Local Authority officers that provided parents/carers, staff, governors and members of the public the opportunity to comment on and ask questions about the proposals. Officers had planned for two of these events to be held face to face at the Harfield Library, however based on the strong interest expressed by parents, carers, and members of the local community at the start of this statutory process and in anticipation of a significant turnout, we were committed to ensuring the meeting was as inclusive and accessible as possible. Given that the originally proposed venue was not of sufficient capacity to safely accommodate all those wishing to attend, we concluded that hosting the event online was the most appropriate and effective means of enabling broad participation and facilitating the opportunity for attendees to ask questions. One of these events was reserved for school staff only. A summary of dates and attendees is set out in the table below:

Information Session Date	Information Session Time	Attendees	Number of Attendees
Tuesday 25 th March 2025	5:00 pm to 6:00 pm	Virtual Meeting Public	40
Wednesday 26 th March 2025	2:00 pm to 3:00 pm	Virtual Meeting Public	40
Wednesday 26 th March 2025	4:30 pm to 5:30 pm	Virtual Staff Meeting	7 (Harefield Infant and Juniors schools arranged for many of their staff to join on a single device)

Please see **Appendix 2 – Information Session Presentation** for a copy of the presentation used at the events.

Parents, carers, staff, governors and members of the public were also invited to share their views by responding to the consultation by any of the following ways;

- completing the on-line consultation form
- writing directly to the Council
- attending an online event

Following the end of the pre-publication consultation period, a Chief Officer Report was submitted which details the key themes raised in the responses (**Background paper 3**). The report was approved on 16th May 2025 and recommended proceeding to a formal consultation process through the publication of a statutory notice for the expansion of the age range at Harefield Junior School, and the (technical) closure of Harefield Infant School, to become one school, with the change of name from Harefield Junior School and Harefield Infant school, to Harefield Primary School, to achieve the amalgamation.

Publication

As part of the formal consultation, the Council issued a Public Notice (**Appendix 3**) which was sent to the West London Gazette for publication on Wednesday 18th July 2025, with 6 copies put up around the school site on entrance/ exits in line with the statutory process.

As the proposal for one change is linked to another, this was made clear in any notices that were published. Where a proposal by a local authority is 'related' to a proposal by other proposers such as this, the 2 notices could be published together and cross-refer to the other.

The full proposal was published on the schools' websites and the Council website, and included information setting out (in line with the statutory process):

- how copies of the proposal may be obtained;
- that anybody can object to, or comment on, the proposal;
- the date that the representation period ends; and
- the local authority's address to which objections or comments should be submitted.

Representation

The statutory proposal (**Appendix 4**), was available from Wednesday 18th June 2025 at 9:00am to Wednesday 30th July 2025 at 5:00pm on the consultation page of the Hillingdon Council website. This included a brief outline of the proposed change, the full proposal, Frequently Asked Questions (FAQ) document (**Appendix 5**), a copy of the Public Notice, a questionnaire to obtain feedback, financial benchmarking for Harefield Infant School (**Appendix 6**) and Harefield Junior School (**Appendix 7**) and Senior Leadership Structure 2024-2025 (**Appendix 8**).

Information regarding the consultation was publicised to all schools within the Borough via email. Both Harefield Infant School and Harefield Junior School shared the information on their school webpages by including the pdfs of the above documents as well as including a link to the Hillingdon Council consultation webpage.

As Hillingdon Council also receives school admissions applications from residents who live outside of the Borough, the consultation was designed to be inclusive. Therefore, officers contacted the following surrounding Councils to share details of the consultation:

- London Borough of Ealing
- London Borough of Hounslow
- London Borough of Brent
- London Borough of Harrow
- Hertfordshire County Council
- Buckinghamshire County Council
- Slough Borough Council

There were also drop-in sessions at the school site, where Officers were on hand to answer any questions in person and to explain the proposal as necessary. This was scheduled for Thursday 26th June 2025 between 2:00pm – 3:00pm (which ran over past 3.30pm), for stakeholder including parents/guardians, school staff and residents and a further session was held for school staff separately, from 4:00pm to 5:00pm. Each of these sessions were attended by approx 30 people. A presentation was created to share with stakeholders at the information sessions (**Appendix 9**) and subsequently added to the Council's website as it was unable to shown on the day.

To provide stakeholders with an opportunity to ask questions and comment on the proposal, two virtual information sessions were scheduled for Wednesday 2nd July 2025, from 12:30pm to 1:30pm and from 6:00pm to 7:00pm to ensure broad accessibility.

Unfortunately, due to unforeseen technical issues, some residents were unable to access the 12:30pm session. Only one individual successfully joined the session but left without contributing. In recognition of this disruption and to ensure all stakeholders had a fair opportunity to engage, an additional virtual session was held on Wednesday 16th July 2025, from 1:00pm to 2:00pm, which was attended by one person in addition to Officers. The information for the new session was shared with the school and added to the Harefield Schools consultation page on the Hillingdon Council website.

The evening session on Wednesday 2nd July 2025, from 6:00pm to 7:00pm, was attended by 8 people, in addition to Officers.

The consultation closed on Wednesday 30th July. All responses will be thoroughly considered and reflected in the report presented to Cabinet, ensuring that every voice is heard.

The proposed amalgamation aims to enhance the learning experience for children by offering a more consistent and seamless journey through their primary education. By combining resources from both schools and having one unified staff team, children will benefit from stronger relationships with familiar adults and smoother transitions between year groups.

The consultation period ended at 5:00pm Wednesday 30th July. All feedback received will be carefully reviewed and included in a report to Cabinet, ensuring that every response is shared ahead of any recommendations presented to Cabinet.

Next steps

If Cabinet approves the proposal to amalgamate Harefield Infant and Harefield Junior Schools, the Education Service will formally notify the Department for Education. The implementation of the proposal will then follow the statutory process set out in the Department for Education's guidance: [School organisation: local-authority-maintained schools - GOV.UK](#), [Opening and closing maintained schools](#) and [Making significant changes \('prescribed alterations'\) to maintained schools](#). This ensures that all legal and procedural requirements are fully met.

LEGAL IMPLICATIONS

There are no legal impediments to the recommendations within the report.

BACKGROUND PAPERS

[Background paper 1](#) – Hillingdon Infant and Junior Amalgamation Policy – September 2022

Background paper 2 – Equalities and Human Rights Impact Assessment – Proposed Amalgamation of Harefield Schools

[Background paper 3](#) – Chief Officer Decision Notice – Harefield Infant and Junior Schools

[Background paper 4](#) – Opening and Closing maintained schools

[Background paper 5](#) – Making significant changes ('prescribed alterations') to maintained schools.

APPENDICES

Appendix 1 – Proposal for pre-publication – Harefield Infant School & Harefield Junior School Proposal

Appendix 2 – Pre-publication Information Session presentation

Appendix 3 – Harefield Schools consultation Public Notice

Appendix 4 – Harefield Schools – Statutory Proposal for Amalgamation

Appendix 5 – Harefield Schools Amalgamation – Frequently Asked Questions

Appendix 6 – Financial Benchmarking for Harefield Infant School

Appendix 7 – Financial Benchmarking for Harefield Junior School

Appendix 8 – Harefield Schools - Senior Leadership Structure 2024-2025

Appendix 9 – Information sessions presentation – Proposal to amalgamate Harefield Infant and Junior Schools – Summer 2025

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Proposal to amalgamate Harefield Infant School and Harefield Junior School

**Consultation period:
Monday 17th March 2025 to
Thursday 17th April 2025**

Introduction

Hillingdon Council are proposing to undertake a formal consultation on the future of Harefield Infant School and Harefield Junior School to form a single Primary School. To start this process the local authority is conducting a stage one/ pre-publication consultation (referred to as the consultation) in line with statutory guidance, to gather the views of staff, families, local residents and any other stakeholders.

Why are we proposing the change?

Hillingdon Council are seeking your views on a proposal to amalgamate (also referred to as merging) Harefield Infant School and Harefield Junior School. This represents a great opportunity to bring two good schools, that currently share:

- A Federated Governing Body
- An Executive Headteacher
- A Head of School
- A Special Educational Needs & Disabilities Coordinator (SENDCo)
- A School Business Manager
- A Site Manager
- A Caretaker
- The same colour uniform
- School Policies: Anti Bullying, Attendance, Behaviour, Charging and remissions, Child Protection and Safeguarding, Complaints, Equalities Objectives and information, Personal, Social and Health Education, Special Education Needs and Disabilities and Uniform Policy

The new primary school would have a positive foundation as both schools have existing strengths, good practice and already work closely together as one school to serve their local community.

The proposal is that Harefield Infant School and Harefield Junior School are amalgamated to form a single Primary School from 1st January 2026. The newly formed Primary School would continue to use the existing buildings and site as the Infant and Junior schools. The amalgamated school would continue to provide 420 places in Reception to Year 6 (60 per year group) for children aged from 3 to 11 years old.

What would be the name of the school?

The proposed new name of the primary school would be Harefield Primary School.

What are some of the advantages of amalgamation?

The Council see significant advantages in combining the existing schools into a new primary school. Both schools have already been working closely together under a federated

governing body and many other shared resources as outlined above. There are some additional benefits to amalgamating Infant and Junior schools including:

- A consistent approach to the ways in which children are taught and supported, recognising the current strengths of both schools.
- Increased opportunities for children in all key stages to come together for pastoral, social and creative activities.
- Consistency of parental involvement throughout the primary phase of education by having the ability to foster longer-term relationships with families within one school;
- Communication between school and parents will be simplified, especially for parents with children in both schools. It would remove any duplication and ensure a joined up approach for events, training and other matters;
- Removes the need for parents to apply for a place at the Junior School as children would automatically continue their education as part of one school.
- Increased career development opportunities for staff through the sharing of a wider range of expertise and the possibility to gain experience and an understanding of all Primary Key Stages.
- Greater opportunity for cost effectiveness through economies of scale e.g. in purchasing, ensuring the best provision possible for the children

How would an amalgamation be implemented?

In order to amalgamate the two Harefield Schools it is proposed to close one school and expand the age range of the other school. It is proposed that Harefield Infant School will close and Harefield Junior School would expand its age from 3 to 11 years olds. The new school would then be one Primary School. The combined school would retain the same DfE number as the current Junior School.

What would an amalgamated school look like?

Harefield Junior School would increase the age range of children it accepts from 3- 11 years old (Year 3 - Year 6) and would then change its name to Harefield Primary School to reflect that it educates a wider age range. At the same time Harefield Infant School would formally close. Harefield Primary School would provide 60 place per year group and a total of 420 places. All children on roll at the Harefield Infant School at the point of amalgamation would continue as pupils of Harefield Primary School. The school is already operating as one school in many areas as outlined above.

Admissions

If the proposal is agreed and both schools amalgamate, the following would apply:

- Children at Harefield Infant School will automatically be enrolled at the newly amalgamated school.
- Children who have applied for Reception places at Harefield Infant School for September 2026 would be offered places through the standard admissions process, using the schools current agreed Admission's Policy.
- Children who have applied to transfer from Harefield Infant School to Harefield Junior School for September 2026 will automatically have a place at the Junior School.

Will there be any changes to the size of the school and the school buildings?

No, the size of the school and school buildings will remain exactly the same. The proposed Primary school will have a *published admission number* equal to the sum of the current Infant, Nursery and Junior schools' numbers. Therefore there would be **no change to the capacity** of the proposed amalgamated Primary school if the decision were made to proceed.

Who will be the governors of the primary school?

If amalgamation does go ahead, then the existing Federated Governing Board would remain in place. If vacancies exist for new governors, they would be recruited following the same process that is currently in place.

The consultation process

The consultation will start on Monday 17th March 2025 at 9:00am and will end on Thursday 17th April 2025 at 5:00pm. The closing date for online responses is Thursday 17th April 2025 at 5:00pm and any hard copies returned by hand or post must be submitted to The London Borough of Hillingdon office by 5:00pm Thursday 17th April 2025.

How can I make comments about the proposals?

Parents, carers, staff, governors and members of the public are invited to share their views by responding to the consultation by any of the following; completing the on-line consultation form, writing directly to the Council, attending an on-line event, and/or attending a face-to-face event during the consultation period as set out below:

- Parents, carers, staff, governors and members of the public are invited to send their comments by replying using the online survey available at www.hillingdon.gov.uk/have-your-say
- You can also use the response form (or any other written format) at the end of this document to record your views. It can be sent to:

London Borough of Hillingdon

2W - School Place Planning Team
Civic Centre, High Street,
Uxbridge,
UB8 1UW

or emailed to: schoolplaceplanning@hillingdon.gov.uk

Face to Face drop-in Sessions		
Location	Date/Time	Session
Harefield Library Park Lane Village Centre Park Lane, Harefield, UB9 6BJ	Wednesday 26 th March 2025 2:00pm – 3:00pm (public meeting) 4:30pm – 5:30pm (staff members)	Drop in – Question and Answer
On-Line drop-in session		
Location	Date/Time	Session
Microsoft Teams Join the meeting now	Tuesday 25 th March 5:00pm – 6:00pm (all stakeholders)	On-line - Question and Answer

Comments made at the meetings will be recorded in written format and will contribute to the consultation outcomes.

How will the decision about the proposed amalgamation and expansion of the schools be made?

After the consultation is complete, all the responses regardless of whether they are comments in support of the proposal, objections, or other suggestions will be collated and considered by the Council. Officers will have regard to the information and feedback and consider whether to request approval to progress to a statutory proposal being published to amalgamate the two schools. If agreed, this process will then commence with the issuing of a Public Notice and the statutory proposal. The representation period will last for four weeks during which time a formal consultation will take place.

Following this formal consultation, Officers will present the feedback from the consultation to the Children, Families and Education Select Committee for review, and then to Hillingdon Council Cabinet to make a final decision on whether the schools should amalgamate and the date of when this should happen. If Hillingdon Cabinet decides not to accept a recommendation to amalgamate, the schools will continue as separate infant and junior schools.

Guidance for the amalgamation process

The proposal would follow two separate guidance processes: [Opening and closing maintained schools](#) and [Making significant changes \('prescribed alterations'\) to maintained schools](#).



INFORMAL CONSULTATION RESPONSE FORM

Proposal to Amalgamate Harefield Infant School and Harefield Junior School

The proposal is to bring together Harefield Infant School and Harefield Junior School to form a single 2 form-entry Primary School from 1st January 2026. The newly formed Primary School would use the existing buildings and site as the current schools.

We are keen to hear your views about the proposal. and would be grateful if you would spend a few minutes to complete this questionnaire. Responses must be submitted to London Borough of Hillingdon, 2W - School Place Planning Team, Civic Centre, High Street, Uxbridge, UB8 1UW by 5pm Thursday 17th April 2025 and are anonymous.

You can also complete the form online available at www.hillingdon.gov.uk/have-your-say where responses must be received by

1. Do you agree with the proposal to amalgamate Harefield Infant School and Harefield Junior School to form a single two-form Primary School?

Please circle as appropriate

YES / NO / Don't know

2. If you agree with the proposal, please say why you think it is a good idea:

3. If you disagree with the proposal or 'don't know', please provide details why:

4. Prior to reading this proposal were you aware that Harefield Infant School and Harefield Junior School, were two separate schools?

YES / NO

5. If you have any other comments, issues or questions, or have any other suggestions, please advise them here.

The following questions are about you and are optional. Your answers will be kept in strict confidence and not shared with any third party.

6. Are you completing this questionnaire as (tick or cross next to the relevant answer):

- A parent/carer/guardian
- A staff member
- A local resident
- Prefer not to say
- Other
- Blank

7. How many children under the age of 18 live in your household?

8. Which school(s) does your child(ren) currently attend?

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Information Session – Possible proposal to amalgamate Harefield Infant and Junior Schools

Tuesday 25th March
Wednesday 26th March



Harefield schools Values

Happiness-spreading joy to those around us;

Compassion-caring and being kind to all;

Respect-treating others as we like to be treated;

Teamwork-working well with everyone.



HAREFIELD INFANT SCHOOL



HAREFIELD JUNIOR SCHOOL



Informal Consultation

“The proposal is that Harefield Infant School and Harefield Junior School are amalgamated to form a single Primary School from 1st January 2026. The newly formed Primary School would continue to use the existing buildings and site as the Infant and Junior schools.”

Why?

- **Harefield Infants and Juniors operate as 1 school already**
- **Joint Governing Body, 1 Headteacher (John Downs), 1 Executive Headteacher (Arjinder Sunner), joint staff across 2 sites**
- **Formalise arrangements**
- **In line with Amalgamation policy**

Headlines

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<ul style="list-style-type: none">• No land or building will be sold• No financial saving for the Council	<ul style="list-style-type: none">• No day-to-day change for pupils or parents• Same staff, same high-quality education
<ul style="list-style-type: none">• No pupils displaced, no pupils forced to move, no pupils denied a school place• 420 school places (PAN of 60)• No need to apply for place in Year 3	<ul style="list-style-type: none">• No decision made yet• All viewpoints considered before deciding to propose amalgamation



Benefits

- | | |
|--|---|
| <ul style="list-style-type: none">• A more consistent approach to teaching and learning for children, building on the strengths of both schools | <ul style="list-style-type: none">• Easier communication with parents, less need for duplication |
| <ul style="list-style-type: none">• A seamless all through school experience | <ul style="list-style-type: none">• Greater opportunities for cost efficiencies over time |



Financial Implications

- No financial savings for the Borough

- Reduction in lump sum funding after Year 2
(Full funding Year 1, 70% funding Year 2)

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Savings over time from efficiencies will offset that funding



Financial Implications

Annual Funding	Harefield Infant school	Harefield Junior school	Total
	FY24/25	FY24/25	FY24/25
	888,735	1,309,585	2,198,320

Current Surplus	Harefield Infant school	Harefield Junior school	Total
	FY 2023 / 24	FY 2023 / 24	FY 2023 / 24
	70,871	233,343	304,214

	Harefield Infant	Harefield Junior	Total			70%	
Formula Budget	FY25/26	FY25/26	FY25/26		FY25/26	FY26/27	FY27/28
Lump Sum	£159,662	£159,662	£319,324		£319,324	£223,527	£159,662

* Please note that these figures are based on current funding model.



Amalgamation Policy

“Each infant and junior school governing body is asked to discuss this policy and plan their own route towards full amalgamation. For some this may be some years ahead, though others may be pushed by circumstances”

“The London Borough of Hillingdon will require Governing Bodies of all separate infant and junior schools to consider amalgamating their two linked schools when one or more of the following ‘trigger circumstances’ occur, unless there are compelling and overriding reasons”

“Progress towards amalgamation will be presumed unless the educational advantages set out in this policy would not be delivered by combining the two schools.”

- Policy dated September 2022
- Further engagement with all Infant and Junior schools from June 2024



Amalgamation Policy

Total pupil numbers in either school are 25% or more below the Published Admission Number (based on January census).

One or both schools have PANs or are recruiting at below two forms of entry – making the individual schools relatively small and at risk of becoming unviable within the Hillingdon funding context.

Harefield Infant School						
Census	Whole School PAN	Pupils on Roll				% Vacancies
		R	Yr 1	Yr 2	Total on Roll	
Jan-20	270	75	64	71	210	22%
Jan-21	270	55	67	63	185	31%
Jan-22	270	51	57	62	170	37%
Jan-23	270	62	52	54	168	38%
Jan-24	180	36	59	45	140	22%
Jan-25	180	39	35	60	134	26%

Harefield Junior School							
Census	Whole School PAN	Pupils on Roll					% Vacancies
		Yr 3	Yr 4	Yr 5	Yr 6	Total on Roll	
Jan-20	360	71	85	54	69	279	23%
Jan-21	360	67	66	82	53	268	26%
Jan-22	360	58	61	65	82	266	26%
Jan-23	360	63	53	55	66	237	34%
Jan-24	240	48	62	52	55	217	10%
Jan-25	240	43	47	60	51	201	16%

PAN reduction from 3 Forms of Entry (FE) to 2FE took effect September 2023



Next Steps

- **Stage One: Prepublication consultation** – Local Authority are gathering the views of local residents, following conclusion decision on whether to proceed to formal consultation will be made

If decision was made to proceed to **Stage Two: Publication consultation**

- **Stage Two: Publication**, public notice and full consultation proposal will be published
- **Stage Three: Representation**, 4 week statutory consultation with further information sessions (face to face and virtual) would be arranged during this period
- **Stage Four: Decision**, Proposal would be submitted to Cabinet to review and make a formal decision on the proposed Amalgamation
- **Stage Five: Implementation**, if proposal is agreed by Cabinet then schools will amalgamate on the date outlined in the proposal



Have your say

Parents, carers, staff, governors and members of the public are invited to share their views by responding to the pre-publication / stage one consultation by any of the following; completing the on-line consultation form, writing directly to the Council, or attending an on-line event during the consultation period as set out below:

- Parents, carers, staff, governors and members of the public are invited to send their comments by replying using the online survey available at www.hillingdon.gov.uk/have-your-say
- You can also use the response form (or any other written format) at the end of this document to record your views. It can be sent to:
London Borough of Hillingdon
2W - School Place Planning Team Civic Centre,
High Street,
Uxbridge,
UB8 1UW

or emailed to: schoolplaceplanning@hillington.gov.uk





HILLINGDON

LONDON

LONDON BOROUGH OF HILLINGDON

Statutory Notice

Amalgamation of

**Harefield Infant School, High Street, Harefield, UB9 6BT URN: 102382
and**

Harefield Junior School, Park Lane, Harefield, UB9 6BJ, URN: 102381

Part 1: Closure of Harefield Infant School (Maintained)

Notice is given in accordance with section 15 of the Education and Inspections Act 2006 and the School Organisation (Establishment and Discontinuance of Schools)

Regulations 2013 that the London Borough of Hillingdon is proposing to discontinue Harefield Infant School with effect from 31st March 2026.

Part 2: Prescribed Alteration to Harefield Junior School (Maintained)

Notice is given in accordance with section 19 of the Education and Inspections Act 2006 and the School Organisation (Prescribed Alterations to Maintained Schools)

(England) Regulations 2013 that the London Borough of Hillingdon is proposing to make prescribed alterations to Harefield Junior School with effect from 1st April 2026. The prescribed alterations proposed are:

- Extend the age range of Harefield Junior School to accommodate pupils from Nursery to Year 6.
- Increase the total pupil numbers at Harefield Junior School to 420 pupils.

This Notice is an extract from the complete proposal, copies of which may be obtained from School Place Planning Team, Hillingdon Council, Civic Centre, 2W, High Street, Uxbridge, UB8 1UW

Email: schoolplaceplanning@hillington.gov.uk.

Website: www.hillingdon.gov.uk/have-your-say

Within six weeks from the date of publication of this proposal, any person may object to, support, or make comments on the proposal to the School Place Planning Team, Hillingdon Council, Civic Centre, 2W, High Street, Uxbridge, UB8 1UW

Email: schoolplaceplanning@hillington.gov.uk

Responses must be received by 30th July 2025 at 5pm.

Signed: ABI PRESTON

Date: 18th June 2025

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Statutory Proposal to Amalgamate Harefield Infant School and Harefield Junior School

Introduction

Hillingdon Council are undertaking a formal consultation on the proposed amalgamation of Harefield Infant School and Harefield Junior School to form a single Primary School. In order to amalgamate and comply with statutory guidance, it is proposed that Harefield Infant School would technically close, with Harefield Junior School extending its age range to accommodate all Primary aged children from the two schools within the same buildings.

Public Notice

Notice is given in accordance with section 15 of the Education and Inspections Act 2006 and the School Organisation (Establishment and Discontinuance of Schools) Regulations 2013 that the London Borough of Hillingdon is proposing to discontinue (close) Harefield Infant School with effect from 31st March 2026.

Notice is given in accordance with section 19 of the Education and Inspections Act 2006 and the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2013 that the London Borough of Hillingdon is proposing to make prescribed alterations to Harefield Junior School with effect from 1st April 2026. The prescribed alterations proposed are:

- Extend the age range of Harefield Junior School to accommodate pupils from Nursery to Year 6.
- Increase the total pupil numbers at Harefield Junior School to 420 pupils.

Contact Details:

Name and address of Local Authority (LA):

London Borough of Hillingdon, Civic Centre, High Street, Uxbridge, UB8 1UW

Name, address and category of schools proposed to be amalgamated:

Harefield Infant School, High Street, Harefield, UB9 6BT, URN: 102382 (Community School)

Harefield Junior School, Park Lane, Harefield, UB9 6BJ, URN: 102381 (Community School)

This proposal is published following the Department for Education (DfE) Statutory Guidance (March 2025) Making Significant Changes ('prescribed alterations') to Maintained Schools and Opening and Closing Maintained schools (October 2024).

Type of Proposal

This is the proposed closure of Harefield Infant School and the expansion of the age range of Harefield Junior School to create a primary school which will include pupils from the Infant and Junior schools.

Proposal

The London Borough of Hillingdon are consulting on a proposal for the two schools to amalgamate to form a single, two-form entry community primary school, with a total published pupil number of 420, with effect from 1st April 2026. The new primary school would continue to offer nursery provision, and therefore the age range would be from 3 to 11 year-olds, and would include existing pupils from the Infant and Junior schools.

The process of amalgamation is a technical process to join 2 schools together and in order to conduct the process in a legally compliant manner, the Council are required to use appropriate technical language. However, it is important to note that:

- **No buildings or property at the school sites will be closed, removed, developed or sold as a result of the proposed amalgamation**
- No children will be displaced as a result of the proposed amalgamation
- There will not be a change in pupil numbers as a result of the proposed amalgamation
- Children will continue to be educated at the same site
- When we refer to the closure of Harefield Infant school, it is purely a technical change, and the pupils, staff and buildings will not be affected as a result of this proposal

Proposer

The proposers for the proposed closure of Harefield Infant School and the proposed expansion of the age range of Harefield Junior School are Hillingdon Council.

Implementation Date

It is proposed that Harefield Infant School would technically close on 31st March 2026 and Harefield Junior School will expand to become a Primary school on the existing sites with effect from 1st April 2026.

Reason for amalgamation

Hillingdon Council see a range of benefits in combining the existing schools into a new primary school through the proposed statutory amalgamation process, which includes:

- A consistent approach to the ways in which children are taught and supported, recognising the current strengths of both schools.
- Increased opportunities for children in all key stages to come together for pastoral, social, and creative activities.
- Consistency of parental involvement throughout the primary phase of education by having the ability to foster longer-term relationships with families within one school.
- Communication between school and parents will be simplified, especially for parents with children in both schools. It would remove any duplication and ensure a joined-up approach for events, training and other matters.
- Removes the need for parents to apply for a place at the Junior School as children would automatically continue their education as part of one Harefield Primary school.

- Increased career development opportunities for staff through the sharing of a wider range of expertise and the possibility to gain experience and an understanding of all Primary Key Stages.
- Greater opportunity for cost effectiveness through economies of scale e.g. in purchasing, ensuring the best provision possible for the children.

Both Harefield Infant School and Harefield Junior School are community maintained schools located in the Harefield Village ward and were both graded 'Good' at their last Ofsted Inspection. Harefield Infant School was inspected in March 2023 and maintained its grade from the full inspection in December 2012, and Harefield Junior School was inspected in October 2023 and improved its grade from "Requires Improvement" from the full inspection in September 2019.

Both of these schools are located adjacent to each other and effectively share one site. As they are community maintained schools, this means they are both maintained by Hillingdon Council and the Council owns the buildings and the land.

Harefield Infant School and Harefield Junior School have been in a federation since October 2018. This means that, although they are legally two separate schools, they operate in many ways as one school. There is one federated Governing Board that oversee both schools, one Executive Headteacher, and one Head of School for both schools.

The [Hillingdon Infant and Junior Amalgamation Policy](#), September 2022, states that "The London Borough of Hillingdon will require Governing Bodies of all separate infant and junior schools to consider amalgamating their two linked schools when one or more of the following 'trigger circumstances' occur, unless there are compelling and overriding reasons"

a) A headteacher vacancy arises in either or both schools.

b) Total pupil numbers in either school are 25% or more below the Published Admission Number (PAN).

c) Ofsted inspection in one of the schools identifies a 'Requires Improvement' judgement.

d) One or both of the schools cannot set a balanced budget or has financial problems.

e) One or both of the schools involved is judged to be a 'School causing concern' by the London Borough of Hillingdon.

f) One or both schools have PANs or are recruiting at below two forms of entry – making the individual schools relatively small and at risk of becoming unviable within the Hillingdon funding context.

g) Other pressures whereby the educational provision would be improved through amalgamation such as provision of SEN support, staff recruitment and retention or issues linked to the buildings.

The birth rate in Hillingdon has been steadily declining since 2016, which has impacted primary aged pupil numbers across the Borough. The combined pupils on-roll at Harefield Infant and Harefield Junior Schools have decreased over the past 6 Spring census returns as noted in the tables below, and meet the triggers b & f listed above, despite the Published

Admission Number (PAN) of the schools being reduced by 1 form of entry (FE) (30 pupils) in 2023 / 24.

The PAN of a school is determined by their admission arrangements and, all admission authorities must set an admission number for each 'relevant age group' which would refer to the age group at which pupils are or will normally be admitted to the school e.g. reception and Year 3. This would not include pre-statutory nursery numbers.

Pupil Numbers and Admissions

Harefield Infant School

Harefield Infant School is a 2FE maintained community infant school with 134 pupils on roll, for pupils aged 3 to 7 as per the January 2025 Census.

Harefield Infant School						
Census	Whole School PAN	Pupils on Roll				% Vacancies
		R	Yr 1	Yr 2	Total on Roll	
Jan-20	270	75	64	71	210	22%
Jan-21	270	55	67	63	185	31%
Jan-22	270	51	57	62	170	37%
Jan-23	270	62	52	54	168	38%
Jan-24	180	36	59	45	140	22%
Jan-25	180	39	35	60	134	26%

Harefield Junior School

Harefield Junior School is a 2FE maintained community junior school with 201 pupils on roll, for pupils aged 7 to 11 as per the January 2025 Census.

Harefield Junior School							
Census	Whole School PAN	Pupils on Roll					% Vacancies
		Yr 3	Yr 4	Yr 5	Yr 6	Total on Roll	
Jan-20	360	71	85	54	69	279	23%
Jan-21	360	67	66	82	53	268	26%
Jan-22	360	58	61	65	82	266	26%
Jan-23	360	63	53	55	66	237	34%
Jan-24	240	48	62	52	55	217	10%
Jan-25	240	43	47	60	51	201	16%

There is no boarding provision at either school, which are both are co-educational.

Objectives (including how the proposal would increase educational standards and parental choice)

The proposal to amalgamate the schools has been put forward by the LA for the long-term benefit of children currently attending the schools, and those who will attend in the future. Academic research highlights the benefits of amalgamating infant and junior schools in relation to continuity of education and educational outcomes. The amalgamation of the Harefield Schools will support a cohesive and continuous

educational journey, underpinned by a unified curriculum, consistent teaching methodologies, and aligned pastoral support. This integrated approach promotes collaboration, and the sharing of best practices, ensuring pupils experience a smooth and confident progression from the early years through to Year 6.

Displaced pupils

This proposal is to amalgamate the two schools, and therefore no pupils would be displaced. From 1st April 2026, pupils currently at Harefield Infant School would have places at the expanded Harefield Junior School (which would become the Primary school). Current pupils in Year 2 would automatically transition to Year 3.

Impact on the community

Both Harefield Infant and Harefield Junior Schools serve the same geographical area and are located adjacent to each other and effectively share one site. The proposed amalgamation of Harefield Infant School and Harefield Junior School will not displace any pupils, or have any impact on travel, and will therefore have no impact on the community. The proposal will provide certainty of progression to the junior phase and offer an all-through primary education.

Rural primary schools

Both Harefield Infant School and Harefield Junior School are considered rural schools. There is a presumption against the closure of rural schools, however this does not apply where a rural infant and junior school on the same site are being closed to establish a new primary school (amalgamation).

Balance of denominational provision

Not applicable.

Early Years provision

It is intended that the current nursery at Harefield Infant School would continue to operate as part of the primary school, and the proposed age-range change of Harefield Junior School includes the nursery provision. There would be no change for children in the current setting, therefore, the provision would continue to be accessible and convenient for local families.

Sixth Form provision

Not applicable.

Effect on other Educational Establishments

There will be little to no impact on other educational establishments as current pupils from Harefield Infant School will automatically continue their educational journey into Key Stage 2 if the proposal for amalgamation is approved. For the last 3 years, 99% children attending the Infant school secured places at the Junior school, so it is likely that there will minimal, or no impact on surrounding schools. However, parents have the right to apply for a place at an alternative school if they wish, in line with all other schools.

Special Educational Needs

The schools do not provide a specialist resource provision (SRP), or a Designated Unit (DU) recognised by the local authority as being reserved for children with special educational needs. Children with special educational needs will continue to receive the same high levels of support in the primary school.

Travel

Both Harefield Infant School and Harefield Junior School are located adjacent to each other and effectively share one site so there will be no travel implications.

Financial implications

The Designated Schools Grant (DSG) Schools Block Funding represents the majority of funding for schools within Hillingdon, although each school may receive additional DSG funding or Grants.

Both schools combined funding is approximately £2,231k funding per year. If the proposal is approved, this would mean that following financial year (2027/28) after amalgamation the amount received would be £2,183k and the second financial year (2028/29) funding would be £2,075k. The figures above and detailed in the table below are based on the assumption that the number of pupils remains constant.

DSG Schools Block Funding	2026/27 Financial Year	2027/28 Financial Year	2028/29 Financial Year
Harefield Infant School funding	£901k	£852k	£745k
Harefield Junior School funding	£1,330k	£1,330k	£1,330k
Combined Harefield Schools funding	£2,231k	£2,183k	£2,075k

It is important to note that other DSG funding e.g. Early Years funding (EYSFF), Pupil Premium and other Grants paid to the school may be affected in future years, however these are based on pupil numbers and would not be affected by amalgamation (these would be depending upon the grant conditions, guidance and specific calculations).

If the schools amalgamate, the combined school will only be eligible for one lump sum (an allocation from the Dedicated Schools Grant provided to individual schools to support fixed costs that is currently £159,662 a year – based on the budget for 2025/26) in the future.

As detailed in the [Schools operational guide: 2025 to 2026 - GOV.UK](#), “where schools amalgamate after 1 April 2025, the new school will receive funding equivalent to the formula funding of the closing schools added together for the appropriate proportion of the year. This means that they receive the combined lump sums for the remainder of the year and 70% of the second lump sum in the following year. Local authorities can apply to provide a second year of protection. This needs to be discussed and agreed with Schools Forum.”

The financial implication of the amalgamation of the two schools will be the eventual loss of the lump sum income usually available per school. The school can however, benefit from better economies of scale which could mitigate the impact of this loss.

Once the school receive their budget, they decide how this is allocated across the school, and what the funding is spent on.

Project costs and indication of how these will be met, including how long-term value for money will be achieved

There are no direct project costs other than the costs of following the statutory process for school alterations and closures.

Process for making representations (objections and comments)

Within six weeks from the date of publication of this proposal, from Wednesday 18th June 2025 to Wednesday 30th July 2025, any person may object to, support, or make comments on the proposal. During this time, any person can send written representation to the Council directly to have their views on the proposals taken into consideration by the decision maker.

You can respond to the proposal by:

- Completing the online questionnaire by visiting the consultation page www.hillingdon.gov.uk/have-your-say
- Emailing schoolplaceplanning@hillingsdon.gov.uk.
- Submit a written response to: School Place Planning Team, London Brough of Hillingdon, Civic Centre, 2W, High Street, Uxbridge, UB8 1UW

All consultation responses must be received by 5pm on Wednesday 30th July 2025.

The consultation will involve a drop-in session for anyone affected by the proposal where Officers will be on hand to answer questions in person and to explain the proposal, as necessary. This opportunity will be also offered virtually for stakeholders to attend if that is more convenient.

Information Session Details

Date	Time	Venue	Attendees
Thursday 26 th June 2025	2:00pm – 3:00pm (parents/carers/ residents)	Harefield Junior School Hall, Park Lane, Harefield, UB9 6BJ	Drop-in session – Public meeting
Thursday 26 th June 2025	4:00pm – 5:00pm (staff members)	Harefield Junior School Hall, Park Lane, Harefield, UB9 6BJ	Drop-in session – Staff meeting
Wednesday 2 nd July 2025	12:30 to 1:30pm (parents/carers/ residents)	Virtual meeting – click here to join	Drop-in session – Public meeting

Wednesday 2 nd July 2025	6:00pm – 7:00pm (parents/carers/ residents)	Virtual meeting – click here to join	Drop-in session – Public meeting
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Decision

Hillingdon Local Authority will be the decision maker. They must satisfy themselves that an appropriate fair and open local consultation has been carried out. The Local Authority Cabinet will decide on the proposal within two months of the closure of the consultation period.

When the decision has been taken, the Local Authority will publish the outcome of the decision on their website and communicate the outcome to relevant stakeholders in writing.

A copy of this consultation is also available at:

- [Harefield Infant School website](#)
- [Harefield Junior School website](#)

Alternatively, you can make contact with the Council or the schools through email or postal addresses below to request a hard copy of the consultation documents.

Email:

- School Place Planning Team, Hillingdon Council - schoolplaceplanning@Hillingdon.gov.uk
- Harefield Infant and Harefield Junior School Federated Governing Body - office@harefieldinfant.com

Writing to:

- School Place Planning Team, London Brough of Hillingdon, Civic Centre, 2W, High Street, Uxbridge, UB8 1UW



Frequently Asked Questions

What are some of the advantages of the proposed amalgamation?

The proposal to amalgamate the schools is underpinned by the intention of the Council to further improve the quality of provision already in place at both schools by ensuring a consistent and continuous approach to teaching and learning throughout children's time at Harefield. It will also enable the Governing Body, Headteacher and staff to plan pastoral support for pupils from Nursery to Year 6. Finally, the proposal will enable the two schools to merge and strengthen their community links and to build on the extended school programmes in place in both schools.

Educational advantages for pupils

- The proposed amalgamation would remove the need to reapply and enable a smoother transition into Key Stage 2. The new school would have just one Ofsted rating, giving a clearer picture of how the whole school is doing.
- Enhanced curriculum planning which can take into account all three stages of the primary phase of education (Early Years, Key Stage 1 and Key Stage 2) so that children make the best possible progress in their learning and development during their time at Harefield;
- A consistent approach to the ways in which children are taught and supported, recognising the current strengths of both schools.
- Being able to monitor children's progress from age 3 to age 11 would enable staff to build up a comprehensive understanding of each child and build consistently on their achievements throughout their time at Harefield.
- Continuity of experience and provision, which could be especially important for vulnerable children and those with special educational needs.
- Increased opportunities for children in all key stages to come together for pastoral, social and creative activities.
- Improved consistency of safeguarding through seamless knowledge of children throughout their time at Harefield.
- Would allow consistency of policy and planning across key stages as well as the potential for cross-phase policies with a key stage specific focus.

Advantages for school families

- Consistency of parental involvement throughout the primary phase of education by having the ability to foster longer-term relationships with families within one school;
- Communication between school and parents will be simplified, especially for parents with children in both schools. It would remove any duplication and ensure a joined up approach for events, training and other matters;
- Removes the need for parents to apply for a place at the Junior School as children would automatically continue their education as part of one Harefield school.

Advantages for the leadership and governance

- A single leadership team providing vision and continuity from Nursery to Year 6;
- The opportunity to build partnerships with children, parents and families over a longer period of time.
- Working in partnership as one school within the community.
- The potential to attract from a wider pool of teaching and support staff due to greater career opportunities provided by an all through primary school.
- Greater flexibility in staffing
- A single Ofsted inspection programme rather than both schools being inspected on a regular cycle.

Advantages for the staff

- Increased career development opportunities through the sharing of a wider range of expertise and the possibility to gain experience and an understanding of all Key Stages.
- Continuous assessment, tracking and target-setting procedures for the entire primary phase of education;
- Opportunities to use the accommodation of both schools more effectively to support teaching and learning;
- Stability of staffing and increased opportunities for staff retention through improved staffing structures.

Advantages for the use of resources

- Increased sharing of resources and expertise would benefit both children and staff and avoid unnecessary duplication.
- As one school there is the potential to improve the use of school facilities e.g. specialist teaching spaces, reception areas, outdoor areas;
- Greater opportunity for cost effectiveness through economies of scale e.g. in purchasing, ensuring the best provision possible for the children;
- A larger workforce with a broader range of shared expertise.

What are the risks in amalgamating the two schools?

Hillingdon Council consider that the proposed amalgamation would bring a range of benefits and opportunities to the schools' pupils, staff and families as outlined above.

One possible risk is that the amalgamation process may distract governors and staff during the year with some uncertainty until a formal decision is taken, and then with implementation work required after the formal decision. This work includes the alignment of processes, procedures, ethos and culture. To mitigate this risk, the schools are working closely together with Hillingdon Council to minimise the impact upon pupils, governors and staff, to ensure that the process runs as smoothly as possible if the proposal is agreed.

Also, the proposed amalgamation may also be unsettling to staff and would need to be carefully managed by the school. Hillingdon Council is committed to undertaking all steps of this process in an open and transparent way, with the best interests of the schools at heart and will continue to work with the schools during this process. As Harefield Infant and Junior schools are already federated and work very closely together, we expect it to be less unsettling for staff who are already familiar with the leadership teams and shared staffing in some cases.

The timetable outlined in the proposal allows sufficient time to deliver the amalgamation. As outlined above, if the proposed amalgamation progresses, the implementation of the amalgamation will be dealt with through collaboration of the staff and leadership teams across both schools. The school leadership teams are working closely together at this time, to plan for any potential changes, and support closer working relationships.

There are a number of other possible risks that are common to all schools – such as staff recruitment and retention, pupil number changes in the local area, and school funding decisions by the Department for Education. Amalgamation is not considered to increase the risk of any of these issues and indeed may help reduce or manage the risks compared to remaining as separate infant and junior schools.

How would the new school be created?

The proposed process involves the following steps:

- Closing (technically) Harefield Infant School and transferring pupils, staff, land, buildings and equipment to Harefield Junior School on 31 March 2026

- Extending the age range of Harefield Junior School from Years 3 to 6 to Nursery to Year 6 (and changing its name to reflect the full primary age range) with effect from 1 April 2026

Will there be any changes to the size of the school and the school buildings?

No, the size of the school and building will remain exactly the same. The proposed Primary school will have a *published admission number* equal to the sum of the current Infant, Nursery and Junior Schools' numbers. Therefore, there would be **no change to the capacity** of the proposed amalgamated Primary school if the decision were made to proceed.

Does the proposed amalgamation affect school funding?

The education budget that the Council receives from central government is 'ring-fenced' and can only be spent on education – so there is no saving for the Council through the proposed amalgamation. The budget for each individual school is determined by a formula that includes an amount for every school but is mainly determined by the number of pupils in the school. There are many primary schools in the borough which are the same size as the proposed new primary school, and they are able to provide effective education within their budgets.

As detailed in the [Schools operational guide: 2025 to 2026 - GOV.UK](#), 'where schools amalgamate after 1 April 2025, the new school will receive funding equivalent to the formula funding of the closing schools added together for the appropriate proportion of the year.' As an example, if the schools amalgamated 1st April 2026 they would receive the combined lump sums for the remainder of the financial year (April 2026/27) and 70% of the second lump sum in the following financial year (April 2027/28).

'Local authorities may apply to provide a second year of protection. This needs to be discussed and agreed with schools forum'.

The financial implication of the amalgamation of the two schools will be the eventual loss of the lump sum income usually available per school. The school will however, benefit from better economies of scale which will mitigate the impact of this loss. The proposal itself is not expected to directly affect the number of teachers or teaching assistants, as staffing levels will continue to be aligned with the number of children enrolled at both schools.

A review of resource allocation and deployment as part of the amalgamation will enable the school to mitigate the impact of the loss of one lump sum over time. This can be supported by using the Gov.uk Financial Benchmarking and Insights Tool to see how spending compares with similar schools across England ([Harefield Infant School](#) and [Harefield Junior School](#)) and looking for efficiencies. In addition, a [review of the Senior](#)

Leadership Team (SLT) costs across the Harefield Infant and Junior schools appears to be higher in comparison to similar sized primary schools within the borough.

What will happen if the amalgamation does not proceed?

The schools would remain separate under the federated governing body of Harefield Infant and Harefield Junior School.

Will the school be renamed as Harefield Primary School if the schools amalgamate?

If the schools do progress to amalgamation then the governing body together with the Senior Leadership Team can liaise with staff, parents and carers on a possible new name for the all-through primary school.

Who would be the governors of the proposed new Primary School?

The Federated Governing Body of Harefield Infant and Harefield Junior School would become the Governing Body of the new Primary School, and can review its Instrument of Government to ensure it accurately records the term of office for each category of governor as well as the name of the school and membership of governors needed to support the school with a balanced and effective governance structure. As the governing body is already federated, there will be minimal change for governors, ensuring continuity and stability in governance.

Will there be a new uniform?

The decision on any change to uniform and when it will be introduced will be confirmed by the Governing Body of Harefield Primary School if amalgamation is progressed.

What would the school admissions arrangements be if there is an amalgamation?

The admissions process would be simplified, as there would be no need for families to submit an application for a Junior School place. Children attending the school in Year 2 would automatically move to Year 3.

There would be no changes to the admissions arrangements for Nursery and Reception.

Who will be parents' first point of contact if the schools amalgamate? Will there just be one reception team?

It is too early at this stage to know exactly how the school support team would be structured. If the schools do amalgamate, arrangements for contacting the school would be simplified, as there would likely be a single office email address and telephone number. However, this would be a decision for the school.

Will there be any job losses if amalgamation progresses?

The staffing structure would be considered in detail by the schools if the amalgamation is formally approved. Any decision to make changes to staffing would be made by the school and could involve further consultation with staff and trade unions, as appropriate.

Will staff have the opportunity to work across different key stages (EYFS, Key Stage 1 and Key Stage 2) if amalgamation progresses?

This will be a decision for the school, but in principle yes, becoming a Primary School would give staff the opportunity to gain experience in different key stages where they were interested in doing so. This would be based on individual preferences and the school's requirements, and the school would decide how this would work in practice.

Will there be any changes to the Senior Leadership Team structure if amalgamation progresses?

It is too early in the process to confirm what the Senior Leadership Team structure might look like. Staff would of course be consulted by the school on any changes. Any consultations would include a timeframe for any changes. This would be the responsibility of the school.

Will there be any changes to subject leaders – i.e. would there be a need for two subject coordinators?

It is too early in the process to confirm what a primary staffing structure might look like for the new school. Staff would of course be consulted by the school on any changes to the staffing structures. Any consultations would include a timeframe for any changes. This would be the responsibility of the school.

Will teachers be moved into different year groups or key stages?

This will be a decision for the school, in consultation with individual staff, with some people seeing this as an opportunity to gain experience of a different Key Stage.

Will the teachers and support staff stay the same?

The Governing Body of each school is the underlying employer in both the Infant School and the Junior School. As such, if the proposed amalgamation goes ahead, the place of work for employees will change to the Primary School. If the decision is made to amalgamate the two schools, then a staffing structure for the Primary and Nursery School would be drawn-up as part of the planning process and both staff and recognised trade unions would be consulted on this. This would be the responsibility of the school.

Will there be any changes to the size of the school and the school buildings?

No, the size of the school and building will remain exactly the same. The proposed Primary School will have a *published admission number* equal to the sum of the current

Infant and Junior schools' numbers. Therefore, there would be **no change to the capacity of** the proposed amalgamated Primary School if the decision were made to proceed.

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Financial Benchmarking and Insights Tool

Financial Benchmarking and Insights
Summary 2023 - 2024:

Harefield Infant School

This is the financial benchmarking and insights summary for your school. It captures highlights of your school's spending compared with a number of similar schools (see below).

This summary uses financial data from the Consistent Financial Reporting return and staffing data from the School Workforce Census for 2023 - 2024.

This summary is intended for school leadership and governance teams, with the intention of stimulating discussion on where resources may be used more effectively.

It is highly recommended that you use the [Financial Benchmarking and Insights Tool \(/school/102382\)](#) to carry out more in-depth benchmarking for your school.

Key information about your school

In year balance

-£23,993

Revenue reserve

£70,871

School phase

Primary

Your spend in priority areas for all schools

Your school's spend compared against similar schools in the three areas in which schools in England spend the most money.

Find out about the schools you are compared with in [Financial Benchmarking and Insights Tool \(/school/102382/comparators\)](/school/102382/comparators).

Administrative supplies

High priority £106 per pupil; higher than **93.3%** of similar schools.



Teaching and Teaching support staff

High priority £5,298 per pupil; higher than **86.7%** of similar schools.



Non-educational support staff

High priority £889 per pupil; higher than **83.3%** of similar schools.



Other top spending priorities for your school

Your school's top three priority areas in other spend categories, based on the variance of your school's spend against similar schools.

Find out about the schools you are compared with in [Financial Benchmarking and Insights Tool \(/school/102382/comparators\)](/school/102382/comparators).

Utilities

High priority £32 per sq. metre; higher than **86.7%** of similar schools.



Premises staff and services

Medium priority £78 per sq. metre; higher than **73.3%** of similar schools.



Educational supplies

Medium priority £279 per pupil; higher than **60%** of similar schools.



Pupil and workforce metrics

Pupil-to-teacher metric

18.73

Pupils per teacher

Similar schools range from **15.06** to **25.91** pupils per teacher.

Pupil-to-senior leadership role metric

46.71

Pupils per senior leadership role

Similar schools range from **46.71** to **324** pupils per senior leadership role.

Next steps

We recommend you visit the [Financial Benchmarking and Insights Tool \(/school/102382\)](#) to further explore your benchmarking data.

In Financial Benchmarking and Insights Tool you can:

- See more in-depth charts and tables illustrating comparisons in operating models
- Choose and save a new set of schools to compare your school with, based on characteristics important to your establishment
- Model data within the tool* to assess the impact of anomalous spending in the reporting period
- Access commercial frameworks from DfE to help you find a better deal
- Create an integrated curriculum and financial plan (ICFP) to assist in creating the best curriculum for pupils with available funding.

*you can save this data on the Financial Benchmarking and Insights Tool servers, but this does not alter the official data held by DfE

You can view most of the default analysis freely, but to keep your more sensitive data safe, some features are secured behind a login. You can access these features by logging in with your existing DfE Sign-in (DSI) credentials. If you haven't registered yet or have lost your password, please visit the [DfE Sign-in page on gov.uk \(https://services.signin.education.gov.uk/\)](https://services.signin.education.gov.uk/) for guidance.

Who you are compared with

We have selected 2 sets of similar schools to benchmark your school with depending on the spend area in question.

Running cost categories i.e. those that relate to the educational operations of the school include staffing (excluding premises staff), ICT, consultancy and catering.

We choose these schools based on:

- school phase or type
- region
- number of pupils
- pupils eligible for free school meals (FSM)
- pupils with special educational needs (SEN), or proportion of various SEN provisions for special schools

Building cost categories i.e. those that relate to the upkeep of the school premises, such as utilities, cleaning and maintenance costs.

We choose these schools based on:

- school phase or type
- region
- gross internal floor area
- average age of buildings
- whether they are a Private Finance Initiative (PFI) school

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Financial Benchmarking and Insights Tool

Financial Benchmarking and Insights
Summary 2023 - 2024:

Harefield Junior School

This is the financial benchmarking and insights summary for your school. It captures highlights of your school's spending compared with a number of similar schools (see below).

This summary uses financial data from the Consistent Financial Reporting return and staffing data from the School Workforce Census for 2023 - 2024.

This summary is intended for school leadership and governance teams, with the intention of stimulating discussion on where resources may be used more effectively.

It is highly recommended that you use the [Financial Benchmarking and Insights Tool \(/school/102381\)](#) to carry out more in-depth benchmarking for your school.

Key information about your school

In year balance

£27,423

Revenue reserve

£233,349

School phase

Primary

Your spend in priority areas for all schools

Your school's spend compared against similar schools in the three areas in which schools in England spend the most money.

Find out about the schools you are compared with in [Financial Benchmarking and Insights Tool \(/school/102381/comparators\)](/school/102381/comparators).

Administrative supplies

High priority £92 per pupil; higher than **90%** of similar schools.



Non-educational support staff

High priority £805 per pupil; higher than **83.3%** of similar schools.



Teaching and Teaching support staff

Low priority £4,660 per pupil; less than **56.7%** of similar schools.



Other top spending priorities for your school

Your school's top three priority areas in other spend categories, based on the variance of your school's spend against similar schools.

Find out about the schools you are compared with in [Financial Benchmarking and Insights Tool \(/school/102381/comparators\)](/school/102381/comparators).

Educational supplies

High priority £430 per pupil; higher than **96.7%** of similar schools.



Premises staff and services

Medium priority £52 per sq. metre; higher than **53.3%** of similar schools.



Utilities

Medium priority £20 per sq. metre; higher than **50%** of similar schools.



Pupil and workforce metrics

Pupil-to-teacher metric

19.89

Pupils per teacher

Similar schools range from **14.73** to **30.59** pupils per teacher.

Pupil-to-senior leadership role metric

62

Pupils per senior leadership role

Similar schools range from **52** to **219.5** pupils per senior leadership role.

Next steps

We recommend you visit the [Financial Benchmarking and Insights Tool \(/school/102381\)](https://services.signin.education.gov.uk/school/102381) to further explore your benchmarking data.

In Financial Benchmarking and Insights Tool you can:

- See more in-depth charts and tables illustrating comparisons in operating models
- Choose and save a new set of schools to compare your school with, based on characteristics important to your establishment
- Model data within the tool* to assess the impact of anomalous spending in the reporting period
- Access commercial frameworks from DfE to help you find a better deal
- Create an integrated curriculum and financial plan (ICFP) to assist in creating the best curriculum for pupils with available funding.

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Who you are compared with

We have selected 2 sets of similar schools to benchmark your school with depending on the spend area in question.

Running cost categories i.e. those that relate to the educational operations of the school include staffing (excluding premises staff), ICT, consultancy and catering.

We choose these schools based on:

- school phase or type
- region
- number of pupils
- pupils eligible for free school meals (FSM)
- pupils with special educational needs (SEN), or proportion of various SEN provisions for special schools

Building cost categories i.e. those that relate to the upkeep of the school premises, such as utilities, cleaning and maintenance costs.

We choose these schools based on:

- school phase or type
- region
- gross internal floor area
- average age of buildings
- whether they are a Private Finance Initiative (PFI) school

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Senior Leadership Team Structure 2024/2025

Infant/Junior and Primary Schools	Senior Leadership Team cost
Harefield Infant and Junior Schools	£448,789.00
Average 2 Form of Entry primary schools	£216,213.13
Average 3 Form of Entry primary school	£267,909.90

It is important to note that each school will decide how to deploy their leadership team. The amount of teaching time will also vary for staff in different schools. Some members of the senior leadership team may have part-time or full-time teaching roles, while others do not have dedicated teaching time timetabled.

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Information Session – Proposal to amalgamate Harefield Infant and Junior Schools

Thursday 26th June
Wednesday 2nd July
Wednesday 16th July



Harefield schools Values

Happiness-spreading joy to those around us;

Compassion-caring and being kind to all;

Respect-treating others as we like to be treated;

Teamwork-working well with everyone.

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HAREFIELD INFANT SCHOOL



HAREFIELD JUNIOR SCHOOL



HILLINGDON
LONDON

www.hillingdon.gov.uk

Representation

“The proposal is that Harefield Infant School and Harefield Junior School are amalgamated to form a single Primary School from 1st April 2026. The newly formed Primary School would continue to use the existing buildings and site as the Infant and Junior schools.”

Why?

- Harefield Infants and Juniors operate as 1 school already
- Joint Governing Body, 1 Headteacher (John Downs), 1 Executive Headteacher (Arjinder Sunner), joint staff across 2 sites
- Formalise arrangements
- In line with the Amalgamation policy

Headlines

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<ul style="list-style-type: none">• No land or building will be sold• No financial saving for the Council	<ul style="list-style-type: none">• No day-to-day change for pupils or parents• Same staff, same high-quality education
<ul style="list-style-type: none">• No pupils displaced, no pupils forced to move, no pupils denied a school place• 420 school places (PAN of 60) with nursery provision• No need to apply for place in Year 3	<ul style="list-style-type: none">• All viewpoints will be taken into consideration and referred to in the report to Children, Families and Education Select Committee in July.• No decision has been made as yet. Recommendations will be made to Cabinet.



Headlines

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<ul style="list-style-type: none">• No impact on funding for children with EHCP's	
<ul style="list-style-type: none">• Schools will continue to use 'Notional funding' (£6,000 per pupil) to support children with additional needs	<ul style="list-style-type: none">• 'Top-up funding for children with an EHCP will continue to be provided to the school based on assessed needs for individual pupils• This funding is dependant on banding for individual children



Benefits

- **A more consistent approach to teaching and learning for children, building on the strengths of both schools**

- **Easier communication with parents, less need for duplication**

- **A seamless all through school experience**

- **Greater opportunities for cost efficiencies over time**



Financial Implications

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<ul style="list-style-type: none">• No financial savings for the Borough	<ul style="list-style-type: none">• Reduction in lump sum funding after Year 2 (Full funding Year 1, 70% funding Year 2)
<ul style="list-style-type: none">• Savings over time from efficiencies will offset that funding	



Financial Implications

Surplus / Deficit	2023 / 24 Financial Year	2024 / 25 Financial Year
Harefield Infant School Surplus	£70,871	£83,501
Harefield Junior School Surplus	£233,343	£209,664
Combined Harefield Schools Surplus	£304,214	£293,165



These figures are based on current funding model.

Financial Implications

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DSG Schools Block Funding	2025 / 26 Financial Year	2026/27 Financial Year	2027/28 Financial Year	2028/29 Financial Year
Harefield Infant School funding	£901k	£901k	£852k	£745k
Harefield Junior School funding	£1,330k	£1,330k	£1,330k	£1,330k
Combined Harefield Schools funding	£2,231k	£2,231k	£2,183k	£2,075k



Amalgamation Policy

“Each infant and junior school governing body is asked to discuss this policy and plan their own route towards full amalgamation. For some this may be some years ahead, though others may be pushed by circumstances”

“The London Borough of Hillingdon will require Governing Bodies of all separate infant and junior schools to consider amalgamating their two linked schools when one or more of the following ‘trigger circumstances’ occur, unless there are compelling and overriding reasons”

“Progress towards amalgamation will be presumed unless the educational advantages set out in this policy would not be delivered by combining the two schools.”

- Policy dated September 2022

Amalgamation Policy

Total pupil numbers in either school are 25% or more below the Published Admission Number (based on January census).

One or both schools have PANs or are recruiting at below two forms of entry – making the individual schools relatively small and at risk of becoming unviable within the Hillingdon funding context.

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Harefield Infant School						
Census	Whole School PAN	Pupils on Roll				% Vacancies
		R	Yr 1	Yr 2	Total on Roll	
Jan-20	270	75	64	71	210	22%
Jan-21	270	55	67	63	185	31%
Jan-22	270	51	57	62	170	37%
Jan-23	270	62	52	54	168	38%
Jan-24	180	36	59	45	140	22%
Jan-25	180	39	35	60	134	26%

Harefield Junior School							
Census	Whole School PAN	Pupils on Roll					% Vacancies
		Yr 3	Yr 4	Yr 5	Yr 6	Total on Roll	
Jan-20	360	71	85	54	69	279	23%
Jan-21	360	67	66	82	53	268	26%
Jan-22	360	58	61	65	82	266	26%
Jan-23	360	63	53	55	66	237	34%
Jan-24	240	48	62	52	55	217	10%
Jan-25	240	43	47	60	51	201	16%

PAN reduction from 3 Forms of Entry (FE) to 2FE took effect September 2023



Next Steps

- **Stage Four: Decision**, Proposal would be submitted to Cabinet to review and make a formal decision on the proposed Amalgamation
- **Stage Five: Implementation**, if proposal is agreed by Cabinet then schools will amalgamate on the date outlined in the proposal

Have your say

Parents, carers, staff, governors and members of the public are invited to share their views by responding to during the representation period by any of the following; completing the on-line consultation form, writing directly to the Council, or attending the information sessions during the consultation period as set out below.

Parents, carers, staff, governors and members of the public are invited to:

- send their comments by replying using the online survey available at www.hillingdon.gov.uk/have-your-say
- Write into:
London Borough of Hillingdon
2W - School Place Planning Team Civic Centre,
High Street,
Uxbridge,
UB8 1UW
- Email: schoolplaceplanning@hillington.gov.uk



DEDICATED SCHOOLS GRANT (DSG) UPDATE

Committee name	Children, Families & Education Select Committee
Officer reporting	Abi Preston, Director of Education & SEND
Papers with report	N/A
Ward	All

HEADLINES

The Dedicated Schools Grant (DSG) is a ring-fenced grant used to fund LBH education-related services. This funding primarily supports schools, early years education, and provision for children and young people with high needs. The DSG is divided into four blocks: Schools Block, Early Years Block, High Needs Block, and Central School Services Block.

This report focuses on the financial status of the High Needs Block and associated SEND service delivery and all data is presented within financial years. Only SEN2 data is reported in calendar year.

In May 2025, LBH received validation from the DfE, stating that: *“We commend you on the significant progress that has been achieved in Hillingdon and your rigorous approach to providing a high quality, financially sustainable SEND service.”*

RECOMMENDATIONS

That the Committee:

- 1. Note the current improved DSG High Needs Block financial status; and**
- 2. Note the DfE recognition of the SEND progress achieved.**

SUPPORTING INFORMATION

The DSG is aligned to the Local Area SEND and Alternative Provision (AP) Strategy 2023-28, which is the driving force for change in Hillingdon and a reset in expectations for our area wide SEND improvement programme. This strategy underpins the priority areas the SEND services and partners work on collaboratively to ensure the right support is provided to children and families at the right time and in the right place.

The most significant improvement achieved has been in strengthening early intervention. This has benefited children and settings with pre-statutory support and funding routes. In turn, this has supported slowing the growth of Education Health Care Plans (EHCPs), where appropriate, leading to a lower number of plans than expected, and providing cost effective provision for children with SEND needs.

The key EHCP highlights as per the latest published SEN2 2025 data (reporting for the 2024 calendar year period) are:

- The net growth of EHCPs was -1% during 2024, which is a significant reduction when compared with 7% growth reported in 2023 and 8% growth in 2022.
- Every step of the Education Health Care Needs Assessment (EHCNA) journey to EHCP in LBH is above national, and in some cases significantly. LBH achieved 90.8% compliance in 2024 (56.5% reported in 2023) for statutory timelines excluding exceptions vs London 66.9%, and national 46.4%.
- LBH is below national for SEND children absences, persistent absence, authorised and severely absent, as well as approximately 50% lower for suspensions compared to national figures.
- LBH had 0% permanent exclusions vs London 0.2%, national 0.04%.
- At the end of the financial year 2024/25, LBH had 3521 EHCPs compared with FY end 2023/24, at 3441 EHCPs. This data considers the growth in new plans, movers in and ceasing of plans. In December 2023, the projection for EHCP numbers after Safety Valve initiatives was set to grow at 3740 EHCPs by 2024/25, therefore, the service has successfully managed to reduce demand of plans by a further 219 more plans than originally projected. This has predominantly been as a result of young people achieving their outcomes and/ or moving into employment opportunities.
- There has been a 6% increase in the timeliness of the 6 weeks decision to assess compared to last year.
- The number of ceased plans due to moving to the paid employment has increased to 44 compared to 21 last year (110% increase).
- The number of ceased plans due to educational and training needs met without plan has increased to 25 compared to 12 last year (108% increase).
- The revised banding model for mainstream schools successfully launched in September 2024 and the new special school banding model launched in April 2025. This was independently led and co-produced by schools. Along with a new funding model, the banding frameworks now mean the local area has a fairer, more transparent, efficient and effective high needs funding system across Hillingdon that supports delivery of the ambitions within Hillingdon's SEND & AP Strategy.
- Commissioners have a new Dynamic Purchasing System for Alternative Provision providers, aiming to increase options for children, improve market influence, and ensure value for money, with additional projects enhancing collaboration, mediation, and cost scrutiny.

Successful Phase Transfer 2025 year with:

- **Primary** Phase Transfer: 283 children with EHCPs were due for transfer in 2025 and 100% met the statutory deadline of 15 February (compared to 295 in 2024 which was also met at 100%).
- Naming by Type: 9.9% named by type only. Compared to 10.4% in 2024 (down 0.5% from 2024).
- **Secondary** Phase Transfer (Year 11): 241 young people included and all EHCPs amended (Compared to 212 in 2024).
- **Post-16** Phase Transfer (Years 12-20): 356 young people included, along with NEETs and those at the end of placements (compared to 379 in 2024).
- 16% in supported internships, compared to 3% in 2024.
- 87.9% placed in-borough, compared to 21.6% in 2024.

Data Quality

With the robust operational controls and gatekeeping implemented, the service has locked down the core EHCP operational and financial data, with ongoing weekly discrepancy reports resolved within set tolerance levels. This will be strengthened by the investment in the new EYES and EHCP portal software that compliments the current EHM and ContrOCC systems, resulting in increased data accuracy. The service now has live Power BI dashboards to enable them to monitor performance and statistics more readily.

Financial position

The result of these positive outcomes in service delivery is a much stronger financial position for LBH's DSG position than would have been otherwise. The DSG deficit as at the end of March 2025 is £65.71m - an 11% improvement on the forecast position before the start of the Safety Valve programme in 2022/23.

The outturn position at the end of March 2025 was an in-year overspend on DSG of £15m mainly due to overspends in the High Needs Block, which finished the year with an in-year overspend of £14m (23/24 in year deficit was £28.7m).

Description	Allocation	Outturn	Variance
Schools Block			
→ ISB	£280m	£279m	£-1m
→ Growth Fund	-	£1m	£1m
→ NNDR (rates)	£-3m	£-3m	-
→ Academy Recoupment	£-172m	£-172m	-
Net Schools Block	£105m	£105m	-
Central School Services Block	£2m	£4m	£1m
Early Years	£37m	£37m	£0m
High Needs*	£56m	£70m	£14m

	£-201m	£-216m	£-15m
In-Year Net DSG Outturn			
Opening DSG Balance			£-51m
Closing DSG Balance		-	£-66m

This outturn position is better than expected. The forecast DSG outturn at the start of the year was an expected overspend of £20m thus an end overspend position of £15m is a 25% better outturn performance than expected.

At the end of March 2025, the average top-up cost, including inflationary pressures, came in at approximately £12k which is now a 31% reduction in the average cost of top-ups at the beginning of the Safety Valve programme in 2022/23 at £18k. Brand new EHCP plans issued in 2024/25 came in at an average cost of £8k which provided an estimated cost saving of £3.4m. Much of this is as a result of placing less children in high-cost independent provision and due to the new banding framework which is more consistent in approach and in line with needs.

	2024	2025
Independent / INMSS	£48,991	£54,300
Special Schools	£33,625	£33,979
Mainstream	£9,534	£9,181
Further Education	£5,616	£15,493

Average Cost Breakdown Year on Year

The table above shows the breakdown of the average EHCP cost at different school types from March 2024 to March 2025.

Our specials schools continue to provide good value for money with the average cost remaining relatively stable despite increased capacity. A thorough banding review has been completed for our special schools which provides increased transparency and efficiency in the allocation and assignment of top-ups.

The most significant year on year change is attributed to Further Education placements. There has been an intentional strategic engagement with the Further Education institutions in order to increase capacity at post 16 provision. This has meant that more complex needs could be met in Further Education rather than specialist post 16 which tend to be more expensive.

There was renewed focus on directing resources to increasing the provision of the local offer whilst reducing the dependence on independent provision. A combination of this focus and the increase in funding supported the achievement of the financial outcomes.

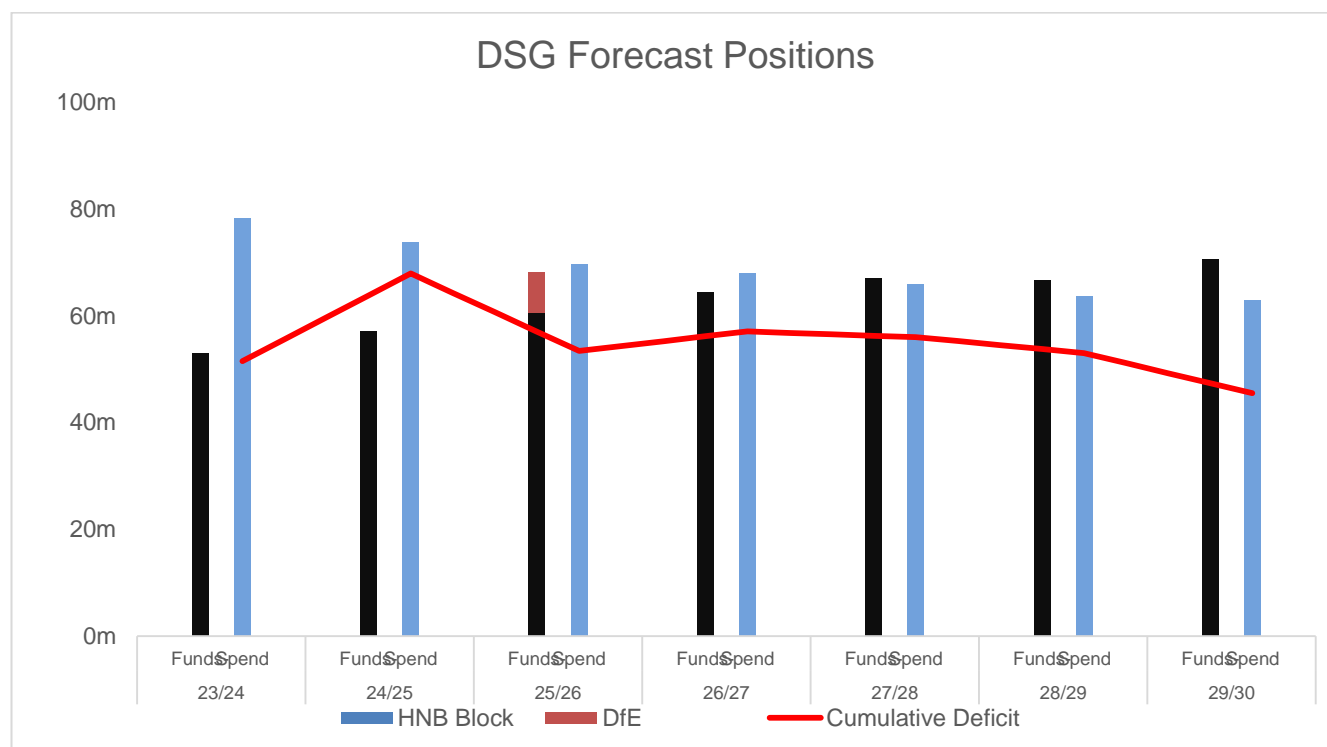
As at end of March 2025, the funding paid to independent settings had been reduced by 15% when compared to March 2023 with a total cost of £13m making up 24% of DfE funding allocated to LBH compared to 33% in March 2023. There were over 400 active placements in independent settings at the start of the 2022/23 costing an average of £49k per placement. By the end of 2024/25, the number of placements in independent provisions had been reduced to approximately 263 placements at an average cost of £54k. The increase in average cost is as a result of only the most complex of needs being met in independent settings with fewer children and young people now meeting this criterion.

In the year to March 2025, the investment in place funding (by increasing the available local offer in special schools and SRPs) had grown to £19m, a 34% increase compared to March 2023. This increase supported the LA's strategy of educating children in their local community, wherever possible, by placing more children in maintained special provision rather than high-cost independent placements which are also often out of borough.

Funding received from the DfE has also been higher than forecasted though it still falls short of the assessed needs of the LA, an issue which is nationwide and currently a key point of discussion in central government.

LBH maintains a sharp focus to continue to reduce the DSG High Needs Block deficit earlier than forecasted. Some of the full impact of savings will be seen from 2025/26 onwards, due to the lag between the implementation of service improvements and the benefit realisation in cash terms.

LBH's break even in-year financial outlook is stable, evidenced by the team's progress to date, exceeding the set original projections. A revised projection sees the LA achieving an in-year balance in 2027/28.



As of Month 2 (May 2025), the Dedicated Schools Grant (DSG) is forecasting a deficit of £12.5m – an improvement from the £15m outturn for 2024/25. This in-year shortfall is entirely driven by continued demand and cost pressures in High Needs placements, which remain significantly underfunded in the DSG allocation from the Department for Education (DfE). These pressures are not unique to the local authority; nationally, local authorities are facing similar challenges. Rising demand for specialist provision, increases in complexity of need, and increasing reliance on costly independent non-maintained placements are contributing to widespread overspends in the High Needs Block. Despite efficiency targets and mitigation efforts, the structural underfunding of High Needs provision continues to place significant strain on DSG budgets across the country. The table below provides a summary of the DSG budget and the current forecast.

Dedicated Schools Grant (DSG) Blocks	Budget 2025/26				Forecast Month 2 £m	Variance Month 2 £m
	DSG Settlement	Academy Recoupment	Budget Virement	LBH Maintained		
	£m	£m	£m	£m		
Schools Block	299.4	187.0	0	112.4	112.7	0
Early Years Block	48.2	0	0	48.2	48.2	0
Central Schools Block	2.5	0	0	2.5	2.4	-0.1
High Needs Block	71.6	8.7	13.7	62.9	73.8	12.6
Total	421.7	195.7	13.7	226.0	238.5	12.5
Balance Brought Forward 1 April 2025						65.6
Total Deficit at 31 March 2026						78.1

Mainstream school provision

As at the end of March 2025, 54% of the EHCP caseload have their needs met in mainstream provision vs 44% at the 2022/23 baseline. This is a 10% increase, following a steady term-on-term increase, and has been achieved as a result of:

- Resetting expectations with schools to support more children with EHCPs in mainstream as well as more complex needs, whilst realigning the expectations with special schools to focus on more complex needs, in line with national expectations.
- Sharing SEND census data with schools termly to support a transparent approach to inclusion. Consulting with local mainstream schools at phase transfer and in year placements, consulting with schools with low % of EHCPs, as these settings have the resources to deliver the provision, as well as parental preference, and sharing the responsibilities with all schools not just those who are known for providing good support for SEND. This was a key message heard from schools when creating the new strategy and work is ongoing to further support this objective. Additional non-statutory funding is provided for schools currently who have higher levels of EHCPs to ensure they are supported financially with notional SEND funding.
- Improved EHCP outcomes achieved at Annual Reviews.
- More training, guidance and support to empower schools to support children within their notional budgets.

Special school provision

LBH is developing further specialist provision in Hillingdon special schools and reducing reliance on out of borough placements, whilst optimising the use of mainstream settings for children with mainstream and specialist needs.

There is a 14% increase in local specialist places created since our 2022/23 baseline and the service is on track to deliver the school place planning programme of works. This will result in a 50% increase in local specialist places, totalling to 569 new places by 2027/28.

This has been achieved with a strong partnership between LBH teams, mainstream schools, and Hillingdon special schools leading to improved outcomes achieved at Annual Reviews. Along with early identification of complex needs through the Early Years Tracking Panel.

Demand for additional places

The additional places being provided above include the additional primary phase Specialist Resource Provision (SRP) and Designated Units (DU) that opened in September 2024, and additional places commissioned in our existing special schools, which is enabling LBH to meet the increasing demand. This work will continue alongside workstreams in the Local Area SEND & AP Strategy, to align the needs of the pupils with the most appropriate provision, and a desire to ensure mainstream schools are inclusive and can meet a range of needs.

New admissions guidance for special schools is being developed to enable parents and schools to better understand the needs each of our special schools can meet, and this will allow a better understanding of the projection of needs coming through the system. Data is being closely monitored to ensure that there are sufficient places to meet the needs of the children and young people across the borough, and there is a school organisation plan which is updated each year ([School Organisation Plan](#)). This is in addition to the new SEND sufficiency strategy.

There are currently 81 more places in primary SRPs and DUs than in secondary schools. This means there is no clear pathway for these young people to move into from primary school, often putting more pressure on the high demand for special school places as a result. Additional places in secondary schools are being created which will enable primary age children to move seamlessly through their mainstream education with the appropriate levels of support.

Officers have been working closely with a number of secondary schools, and 3 feasibility exercises have already been completed so far to understand the options available on each site. Options range from internal adaptations to existing buildings to the creation of a standalone building on site to provide specialist provision. This work is taking place in partnership with schools across the Borough. One new secondary SRP has been agreed and the team are working with other secondary schools to develop more provision. This additional capacity will be open in September 2026.

The latest data indicates that the average cost of a special school placement is £34k per year and for INMSS it is £54k. In comparison, a placement at an SRP costs £20k and in a DU costs £25k. Therefore, the new provisions will lead to long term cost savings and allow special schools to focus on supporting the most complex children and young people.

SEND Capital DSG Projects

A successful bid for additional capital grant funding was made to the DfE in March 2022 to deliver the projects in the DSG Deficit Recovery Programme. The table below provides a summary of the proposed projects that have been included in the bid. In total, there are 9 projects.

Proposals included in bid for SEND Capital

Provider	Description	Type	Phase	Type of SEND need	Number of additional places to be created
Meadow High School	Expansion by adoptions and small extension to create new 2nd site and demolish/ rebuild on main site.	Community Special School	Secondary	MLD (Complex)	98
New Special Free School Bid	ASD with complex needs	Site to be confirmed	All through School	ASD with complex needs	180
Pinkwell School (Elliot Trust)	Agree permanent status beyond 2024 of the temporary Unit used by Eden Trust 2022-24	Academy	Primary	SLD	N/A

The following projects have been completed since January 2024:

Charville Primary Academy (South)	Primary SRP	Academy Primary	Primary	ASD	16
Ruislip Gardens Primary School (North)	Primary ASD SRP integrated into school - working alongside the Nursery Assessment Centre	Community Primary School	Primary	ASD	16
Ruislip Gardens Primary School (North)	Specialist Assessment Centre	Community Primary School	Primary	ASD	16
Wood End Park Primary Academy (South)	Designated Unit	Academy Primary	Primary	ASD with Complex Needs	24
Eden Trust: Grangewood Primary & Moorcroft Secondary Special Schools	Satellite provision of Grangewood and Moorcroft at Pinkwell	Academy Special	Grangewood Primary	SLD	16
			Moorcroft Secondary		24
Orchard Hill Special FE College Independent post-19	New location for Orchard Hill College (Brookfield Adult Education Centre) - renamed Park View	Independent	Post 16	Complex needs	N/A

Since the above capital works were agreed in 2022, additional capacity is also being delivered with DfE and LA funded projects, detailed in the table below.

Provider	Description	Type	Phase	Type of SEND need	Number of additional places to be created
Eden Academy Trust	New Free school : Grand Union Village	Academy	Primary	SLD / PMLD	80
Eden Academy Trust	New Free school to replace Grangewood: Pinn River	Academy	all-through age 4-19	SLD/PMLD	80
Bishop Ramsey	Specialist Resource Provision (SRP)	Academy	Secondary	ASD	24
TBC	Specialist Resource Provision (SRP)	TBC	Secondary	ASD	24 to 32
TBC	Specialist Resource Provision (SRP)	TBC	Secondary	ASD	25 to 32

Our local College (Harrow, Richmond, and Uxbridge College (HRUC)), have also invested in new premises and their existing estate, to increase their ability to meet the needs of students with SEND. This includes 70 additional places that will be commissioned for the Barra Hall setting in Hillingdon, which is undergoing refurbishment work. This will be open for 70 students in September 2026.

Breakdown of type of provision for EHCP caseload at the end of FY 2024/25

Provision type	EHCP %
Mainstream - primary	29%
Mainstream - secondary	16%
Mainstream - post 16	9%
Special schools	31%
Independent, non-maintained special schools	9%
Not in education, employment or training	2%
Not in education - other	1%
Elective Home Education	0%
Educated other than at school	2%
Alternative Provision	0%
Early Years Provider	0%

*Note 99% due to rounding up

Growth and ceasing

Net growth of EHCPs was 2% at 2024/25 (financial year) when compared to EHCPs open at 2023/24, which indicates a reduction when compared to 3.4% net growth last year 2023/24 and 9.4% net growth in 2022/23. This data considers the growth in new plans, movers in and ceasing of plans during the financial year which is different to net growth in SEN2 that is calculated during a calendar year.

Reduce dependency and cost of Independent, Non-Maintained Special Schools (INMSS)

There has been a reduction in independent placements with 9% (325 placements) of CYP with

EHCPs were placed in INMSS provision in March 2025, which is a 2% decrease from March 2024 the previous year of 11%. This is expected to significantly lower again for 2025/26.

INMSS Placements			
FY	2022/23 Baseline	2023/24	2024/25
New Primary / Secondary Placements (during phase transfer and excluding Tribunal orders)	20	0	0
New Post 16/19 Placements (new placements that moved from a non-INMSS provision or not previously in Education at the start of the FY, into a cost-effective Post 16/19 INMSS provision during the FY)	45	36	31
Total Placements (new and existing)	419	Projected 495	Projected 519
		Actual 366	Actual 325

This has been achieved as a result of:

- No new independent phase transfer placements for primary and secondary by the end of 2024/25 (excluding Tribunal orders).
- New [videos](#) showcasing local maintained special schools have been published to help families understand the high-quality provision on offer in local maintained schools, reducing reliance on INMSS.
- Local specialist places have increased by 14% since 2022/23, exceeding 2024/25 projections and on track for continued delivery planned until 2027/28. This includes the development of new SRPs and DUs in the borough.

Commissioning activity

In addition to the work to reduce demand on independent placements, services are being commissioned in support of the delivery of the various plans and strategies, including:

- Group tuition contract to cover the North and South of Hillingdon, offering additional choice for families and increased value for money through a reduction in travel costs. Delivery January 2026.
- Agreed a new collaborative agreement to delivery Children's Integrated Therapies, and services to support children from 0 to 19 years of age. This is a joint agreement between LBH, ICB, and CNWL (the Provider). This will support a very close partnership, focussed on meeting the needs of children and young people across the Borough in the most effective way, with services being co-designed with families, partners and stakeholders.
- SEND mediation services, where an interim solution is in place, delivering better value for money, and a long-term solution will be commissioned in 2026.

- An increase in Alternative Provision providers that is ensuring LBH is able to meet the needs of all children and young people, with an appropriate package of support, and maintain competition and market shaping to remain agile enough to meet any changing needs.
- Commissioning additional videos to showcase the specialist provision we have in mainstream schools (SRPs and DUs), which will be available in 2026.

PERFORMANCE DATA

Robust performance monitoring takes place weekly, monthly, quarterly and annually for statutory and non-statutory SEND service delivery and compliance. The targeted reports use 'Power BI' to assist management to scrutinise the data and support and challenge the teams to ensure that projections remain on track and resources are appropriately divided where required. These performance reports are monitored via the SEND Governance Boards.

RESIDENT BENEFIT

The effective management of the DSG directly supports all LBH residents with SEND needs to receive the right support, at the right time and in the right place. Robust measures continue to be monitored to ensure continuous improvement.

FINANCIAL IMPLICATIONS

The DSG is made up of four distinct funding blocks with specific grant funding guidelines. The High Needs block is only one of these blocks and currently the only block contributing to the DSG deficit position. Hence the focus on High Needs delivery strategy in the recovery plan for the DSG deficit.

The existence of the deficit provides challenges with budget setting and flexibility in meeting the needs of pupils or supporting schools and providers in other areas other than High Needs as we would want to.

The deficit is currently ring fenced from the LA's General Fund reserves by legislation and thus poses no current risk to the LA for the next two years whilst this is in place. However, were this legislation to be revoked, substantial DSG deficit will be a significant challenge to the LA. This makes the recovery strategy even more important.

LEGAL IMPLICATIONS

Relevant legislation:

- Children and Families Act 2014
- SEND Regulations 2014
- SEND Code of Practice 2015
- Equality Act 2010

BACKGROUND PAPERS

[School Organisation Plan - Leap](#)

[Local Area SEND & AP Strategy 2023-2028](#)

[Maintained special school videos](#)

APPENDICES

NIL.

Minutes

CORPORATE PARENTING PANEL

20 May 2025

Meeting held at Committee Room 6 - Civic Centre,
High Street, Uxbridge UB8 1UW



	<p>To Members of the Panel:</p> <p>Voting Members: Councillor Nick Denys (Chair) Councillor Heena Makwana (Vice-Chair) Councillor Jan Sweeting</p> <p>Non-voting Members: Representatives of the Children in Care Council, and Care Experienced Young People Ash Knight, Participation Manager Bridget Owen, Designated Nurse Looked After Children (Harrow and Hillingdon) (NHS North West London ICB)</p> <p>Councillors Present: Councillor Colleen Sullivan Councillor Narinder Garg</p> <p>Officers Present: Poppy Reddy, Assistant Director, Permanence & Specialist Service Lisa Steel, Virtual School Headteacher Ryan Dell, Democratic Services Officer</p> <p>Also Present: Katie Randall, Clinical Services Manager, Harrow 0-19 Service, CCN Team, Special School Nursing and Looked After Children, CNWL</p> <p>* This meeting was co-chaired by a Children in Care Council member</p>
1.	<p>APOLOGIES FOR ABSENCE (<i>Agenda Item 1</i>)</p> <p>Apologies had been received from Dr Kate Head.</p>
2.	<p>DECLARATIONS OF INTEREST IN MATTERS COMING BEFORE THIS MEETING (<i>Agenda Item 2</i>)</p> <p>None.</p>
3.	<p>MINUTES OF THE PREVIOUS MEETING (<i>Agenda Item 3</i>)</p> <p>Members highlighted that the minutes had stated that “The young people noted that sessions such as Goals can be expensive and there was a lack of female activities”, and asked if there was an update on this.</p>

	<p>Officers advised that there was now a programme to train 25 girls in using hair extensions; free football and basketball sessions; and a new female youth group called Unique Swagger, which was an addition to previous similar sessions.</p> <p>RESOLVED: That the minutes of the meeting dated 06 February 2025 be approved as an accurate record.</p>
4.	<p>YOUNG PEOPLE’S PRESENTATION: SUMMARY OF THE LAST YEAR (<i>Agenda Item 4</i>)</p> <p>Officers and the young people presented a summary quiz of the last year. Highlights included:</p> <ul style="list-style-type: none"> • A Wordle game • Over 700 young people had been nominated for a KICA (Kids in Care Award) in 2024, which was the highest ever total. (The number of attendees at KICA was not the same as the number of nominees) • 18 young people attended the trip to the Isle of Wight • 25 young people attended the trip to the Kent • One young person had recently graduated from Kingston University with a first in biomedical science • 100% of Walking In Our Shoes attendees said the training was valuable. A further session was due to take place next week • The young people had supported in recruiting to 42 roles across Children’s Social Care • On average, 25 children and young people attended each Youth Council session • There were currently six young people with lived experience working for Hillingdon • Six young people had started English and maths tuition, with the Virtual School and Children’s Participation Team. The young people noted that they were grateful for this opportunity, and that this opportunity had been opened up to care experienced young people. This would help the young people with college opportunities. The Virtual School had been helpful with resources, and the young people could contact their tutors over WhatsApp. The young people had exams coming up in June • Four young people attended the new youth group, called Aim High – this was a group for young people with SEND and disabilities up to the age of 25. These young people had observed Walking In Our Shoes training and were developing their own version to present to the SEND Youth Forum • Pictures were shown of recent activities included Eid, the trip to Kent, Participation Day and the summer BBQ • A number of entries from the young people for the KICA logo were shown • A summary quote from Walking In Our Shoes was: “if it’s not good enough for your child then it’s not good enough for me” <p>Priorities for 2024/25 were:</p> <ul style="list-style-type: none"> • Support more recruitment of young people with lived experience working for the Council • Another life changing residential trip • Continue working on the Safer Hayes Project • Deliver Walking In Our Shoes training to more external candidates than ever before • Complete the ‘crime and safety project’ with Hillingdon Youth Council

Members commended the young people, and the impressive stats including on young people involvement in recruitment and KICA.

Members requested that an update on the Safer Hayes Project be brought to the next Panel meeting.

The young people asked about shadowing opportunities with Members. They noted that they had a lot of experience of social workers, but it would be a good opportunity to have more experience of other workplaces. The Chair noted that he would be happy to set this up. The young people cited a previous trip to Parliament. Members further suggested that the young people could attend ward events. Colleagues from the health team noted that there could be similar opportunities with them such as a day in the life of a health professional.

RESOLVED: That the Panel noted the presentation

5. **CARE LEAVER OFFER UPDATE** (*Agenda Item 5*)

Officers introduced the report on the Care Leaver Offer, which referred to supporting young people into independence. This included financial assistance such as a subsistence allowance that matched Universal Credit. There was also a setting up payment of £3,000 which was monitored by Personal Advisors and Social Workers. The young people noted that this had recently been increased from £2,500 which was very helpful.

Members asked about any pressures in accommodation and the subsequent need to place young people out of borough. Officers noted that housing was always challenging, and young people were placed in Hillingdon wherever possible. It was noted that there were 11 properties for Staying Close.

There had recently been new flats designated for care experienced young people in Hayes.

There was a university bursary for £2,000 and driving lessons available to young people up to the age of 21.

50% of naturalisation and ceremony costs were paid for for non-citizens; there was a £100 birthday bonus when young people reached 18 years old; 13 weeks of summer rent could be covered for university students; and a Council Tax exemption had been implemented for young people under 21.

On the Council Tax exemption, the young people noted that this was needed for those young people aged 21-25. Officers noted that, while there were some exemptions, up to 21 was the statutory age.

Staying Put allowed young people to stay with their foster carers post-18.

For Staying Close, officers always looked at the possibility of family reunification.

Relating to access to education, employment and training, CV and interview help was available. There were ringfenced posts for care experienced young people in Hillingdon, with guaranteed interviews if minimum requirements were met.

	<p>Young people also sat on interview panels, including for the new Named Nurse, and candidates have given very positive feedback on the young peoples' interview skills.</p> <p>The young people acknowledged the increase in support offered to them in recent years, especially at turning 18.</p> <p>The Chair highlighted that young people were making a positive difference.</p> <p>RESOLVED: That the Corporate Parenting Panel noted the content of the report</p>
6.	<p>CHILDREN'S SERVICES PERFORMANCE DATA (<i>Agenda Item 6</i>)</p> <p>Members asked about the roughly 2% drop in attendance. Officers noted that there had been a spike in authorised absence due to winter illnesses which had contributed to this. It was clarified that the looked after children cohort of statutory school age children was small, and therefore small numbers could represent larger percentage changes.</p> <p>Members asked about delays in transferring young people under the National Transfer Scheme (NTS). This was not a challenge specific to Hillingdon and was mainly due to age disputes which required an Age Assessment to be carried out. If there was an age dispute, suitable accommodation would have to be found for the young person in the interim. It was noted that age disputes were becoming more common. The scheme dealt primarily with secondary aged children. Regarding smaller numbers of primary aged children, the young people noted that methods of migration had changed, and that it was not appropriate for 6/7 years olds to travel by small boat. The young people also noted cultural differences; that some unaccompanied asylum-seeking children were very young and so did not go through the school system.</p> <p>Colleagues from the health team noted that there were approximately 60 unaccompanied asylum-seeking children awaiting health assessments, which was in part a capacity issue. There had been a surge in the last two months.</p> <p>On fostering, Members asked about the mockingbird family hub model. This was currently being embedded, and feedback would be sought from foster carers and young people. It was hoped that this model would lead to a reduction in placement breakdowns.</p> <p>Members highlighted the spread of placements of looked after children across the borough, noting a larger cluster in the centre of the borough. Officers highlighted that the new fostering model was working across the borough, and suggested that there may be more foster carers located in specific areas.</p> <p>RESOLVED: That the Panel noted the content of the report</p>
7.	<p>SELECT COMMITTEE REVIEW UPDATE (<i>Agenda Item 7</i>)</p> <p>Councillor Makwana outlined the draft recommendations included in the draft review report.</p> <p>Colleagues from the health team suggested that there may be an issue around incontinence among primary and early years children. The young people also suggested that there were a proportion of school age children who were not ready for school, including not being potty trained. Health in school sessions such as toilet training for 3½ - 4½ year olds had low uptake. Teachers often did not want to be involved in personal health matters. The Chair asked officers to look into this to see if this was a known issue.</p>

	<p>These points had not been included in the draft review report as they had not been reported during any of the witness sessions held by the Select Committee.</p> <p>It was suggested that some parents, specifically young parents, may be afraid to ask for help in such matters and may be more comfortable searching online. Online resources were often also easier to access.</p> <p>The young people also suggested that nutrition training was needed for young people.</p> <p>RESOLVED: That the Panel gave feedback on the draft report</p>
8.	<p>WORK PROGRAMME (<i>Agenda Item 10</i>)</p> <p>Members considered the work programme.</p> <p>Members requested that an update on the Safer Hayes Project be brought to the next Panel meeting.</p> <p>Members asked to be kept informed of upcoming events such as KICA.</p> <p>Colleagues from the health team gave an update, including:</p> <ul style="list-style-type: none"> • The Named Nurse for Children Looked After in Hillingdon (CNWL) was leaving their post next week, and their replacement was being recruited • Funding for the Transition Nurse had been restored, and this was commended by the young people • The Designated Nurse for Looked After Children advised that there were due to be resource reductions in the ICB, with potential implications for the jobs of the Designated Nurse and Designated Doctor. This would also have implications for CNWL. The Clinical Services Manager had written a letter in support of the ICB, which was commended by the young people. <p>RESOLVED: That the Corporate Parenting Panel:</p> <ol style="list-style-type: none"> 1. Considered the report; and 2. Added an update on the Safer Hayes Project to the next Panel meeting
	<p>The meeting, which commenced at 5:30 pm, closed at 7:00 pm.</p>

These are the minutes of the above meeting. For more information on any of the resolutions, please contact Ryan Dell on democratic@hillingdon.gov.uk. Circulation of these minutes is to Councillors, Officers, the Press and Members of the Public.

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POLICY REVIEW DISCUSSION & GUIDANCE

Committee name	Children, Families & Education Select Committee
Officer reporting	Ryan Dell, Democratic Services
Papers with report	Appendix A - Review topic selection scorecard
Ward	All

HEADLINES

At the last meeting, Members raised a number of possible policy review areas for their next review:

- a) Inclusivity
- b) Narrowing the gap between advantaged and disadvantaged young people in education standards
- c) Falling school rolls and changes in admission numbers
- d) NEET (Not in Education, Employment or Training)
- e) Utilising spare capacity in schools
- f) Third party/ voluntary groups and opportunities in Hillingdon
- g) Addressing the post-COVID mental health gap in schools
- h) Digital exclusion and educational disadvantage
- i) Social care

These topics have been discussed with officers, and their input is outlined below:

Topic	Select Committee's initial thoughts	Officers' advice
Inclusivity	It was noted that this was a broad topic area and may be better suited to a later review, more focussed, when more time was available	<i>To follow</i>
Narrowing the gap between advantaged and disadvantaged young people in education standards	This had formed part of the Committee's comments to the Cabinet Member in the recent Annual Education Standards 2023-24 report.	<i>To follow</i>
Falling school rolls and changes in admission numbers	This could include looking at ways of supporting schools with falling rolls, particularly in the primary sector.	<i>To follow</i>
NEET (Not in Education, Employment, or Training)	To look at current strategies in place for young people not in education, employment or training, and to learn from other places.	<i>To follow</i>
Utilising spare capacity in schools	Linked to the decrease in school rolls, to examine how spare classrooms and spaces can be used to benefit schools and the wider community.	<i>To follow</i>
Third party/ voluntary groups and opportunities in Hillingdon	Members noted that a review of this topic would need to be narrowed down to ensure it could be completed in the preferred timeframe.	<i>To follow</i>
Addressing the post-COVID mental health gap in schools	CAMHS waiting lists remained long and early intervention in schools was inconsistent. The scope of a review on this topic could be access to mental health mentors; school counselling capacity linked to CAMHS; resilience programmes; trauma	<i>To follow</i>

	support; and the impact of DfE funded activity. It was noted that some of this may fall under the remit of the Health & Social Care Select Committee.	
Digital Exclusion and Educational Disadvantage	Members suggested that this may be more suitable as an information item, potentially over two meetings if split in two.	<i>To follow</i>
Social care	<p>Among previous review topics, there was an apparent gap in social care topics outside of corporate parenting.</p> <p>There were a range of social care services such as help & protection, the front door (some of which was covered under the previous review of the Stronger Families Hub), court services, and fostering services.</p>	<i>To follow</i>

RECOMMENDATIONS

That the Committee:

1. Discuss the above noted topic ideas, with a view to deciding on a review topic; and
2. Delegate to the Democratic Services Officer, in conjunction with the Chair (and in consultation with the Opposition Lead) any further agreement on review topic selection as required.

Note: to assist the Committee, this report also sets out guidance on undertaking policy reviews as well as a scorecard to assist in selecting topics.

SUPPORTING INFORMATION

The Committee's direct remit of activity

This Select Committee's specific Terms of Reference are set out below. This sets the parameters (or service areas) in which the Committee can undertake a policy review, present findings, request reports and provide direct input on matters:

Cabinet Member Portfolios	Cabinet Member for Children, Families and Education (Councillor Susan O'Brien)
Relevant service areas	<ol style="list-style-type: none"> 1. Children's Services (including corporate parenting) 2. Children's Safeguarding 3. Youth Justice 4. Youth Services 5. SEND 6. Education 7. Children and Families Development 8. Skills & lifelong learning

Selecting a topic and undertaking a review

Appendix 1 attached provides detailed guidance on selecting topics and undertaking any policy review.

A Scrutiny Topic Scorecard is provided to assist with this. Further guidance can be sought from

Democratic Services.

Possible topics under current consideration

Members may wish to present their own new topic ideas at the meeting and provide details of what particular aspects merit a review to assist officers in any scoping exercise.

It is important to differentiate between “information reports” you may wish to come before a committee to look at a service and then “review topics” which are more in-depth reviews resulting in a final report and the focus of this report.

As mentioned in Appendix 1, one way to ‘test out’ a potential policy review topic would be to add it as an ‘information report’ to an upcoming meeting on your work programme, to probe the matter further with Council officers or other stakeholders and ascertain whether it merits a fuller review – again perhaps running it through the Scrutiny Topic Scorecard provided.

Implications on related Council policies

A statutory role of the Select Committees is to undertake reviews and make recommendations to the Cabinet who are responsible for the Council’s policy and direction. Reviews selected should be consistent with the Council’s policy and budgetary framework.

How this report benefits Hillingdon residents

None at this stage, pending any findings and recommendations devised in the final report.

Financial Implications

None at this stage.

Legal Implications

None at this stage.

BACKGROUND PAPERS

NIL.

Appendix 1 - Guidance on undertaking policy reviews

Over the years, Hillingdon's overview and scrutiny committees have undertaken successful in-depth reviews of Council services and policies. This has resulted in a number of positive changes locally, with some also affecting policy at a national level. Such committees engage Councillors in a wide range of Council activity and build a greater understanding about service provision to residents.

Policy reviews generally seek to:

1. Address a [significant] matter affecting the Borough
2. Seek to improve the delivery and/or efficiency of local services
3. Consider changes to policies or procedures to improve outcomes to residents/users

REVIEW PHASES

The typical phases of a review are as follows and set out further below:

- 1 Selection of topic
- 2 Scoping the review / setting out objectives
- 3 Witness & evidence stage (this is the main activity)
- 4 Findings and Draft recommendations (possible early report draft)
- 5 Final report approved by Committee
- 6 Referred to Cabinet for consideration
- 7 Monitoring the implementation of recommendations once approved / amended by Cabinet at meetings, i.e. in six months

1. Selection of topic

It is always best to sound out and check the feasibility of potential review topics early on, as there will be lots of ideas coming forward and often knowing what topic will add most value will be difficult to gauge at this stage. It is important not to generalise, e.g. a review into waste services.

It may also not be known whether a topic is currently under review by the Cabinet or Council officers or part of a planned service transformation in due course. All of this and other factors need to be investigated and in particular, any duplication of review activity should not take place.

Whilst most policy reviews last a number of months, not all policy review ideas will suit this and may benefit from a single meeting review. It really depends on the scope of the review. It very narrow, i.e. a particular service policy, then a single meeting review may suffice. If a review seeks to look at an entire way a service operates then a number of months may be required to ensure you can undertake all your witness sessions and secure the necessary evidence and information before you formulate your findings.

Ideas for review topics can come from a number of sources including:

- Committee Members
- Cabinet Members.
- Council officers
- External partners / organisations
- Residents
- Ombudsman findings

When Councillors or the Committee itself considers a potential review topic, it is recommended running it through the Scrutiny Topic Scorecard (see Annex A). This gives you the opportunity to 'score' topics based upon their impacts under the following criteria:

Resident focused	Influence	Achievable
Correct remit	New	Wider support
Drives improvement	Drives transformation and efficiency	National impact

Another way to consider a potential review topic, is to add this as an information item at an upcoming meeting on your work programme, to probe the matter further with Council officers and ascertain whether it merits a fuller review – again perhaps running it through the Scorecard above.

It is strongly advised that one review topic is undertaken at any one time, given resources.

2. Scoping report

Once a topic is agreed upon by the Committee, then officers will prepare a scoping report setting out the objectives of the review for your consideration. The scoping report will show how the review can be timetabled and structured, i.e. through themed witness sessions, along with details of potential witnesses and other contextual information to get the review started, e.g. lines of enquiry or questioning of witnesses.

The scoping report is a 'live' document owned by the Committee. Should the review's focus change mid-review, then the scoping document and its objectives can be adapted.

3. Witness and evidence stage

Ultimately, the Committee's efforts are at their best when external witnesses and residents participate, adding value to intelligence gathering and findings. In support of this, Committees have undertaken a variety of both formal and informal activity "in meetings" and "outside meetings". It is important to pull together a broad evidence based for any potential findings later on. Additionally, the ability for Councillors to bring their 'local' insight is highly valuable. Activities the Committee can undertake include:

- Surveys / social media
- Promotion of review to seek views
- Invite the relevant Cabinet Member to attend for their views
- Question key council officers
- Hold informal workshops
- Networking events, e.g. with partners

- Have closed meetings, i.e. confidential, such as social care clients
- Commission reports from council officers / externally
- Request data and intelligence on the topic
- Visits to other local authorities
- Undertake site visits within the Borough or council facilities
- Appoint experts or advisors to join the Committee throughout its review
- Selecting the best range of witnesses to get a real user / resident perspectives
- Invite national experts in their field

Whilst information will be provided to Councillors, it may be helpful when preparing for this stage of a review, that Councillors:

- Prepare their draft questions for each witness in advance;
- Read a witness bio or find out more about their organisation;
- Do their own additional research on the topic - you may find something officers don't!
- Use their network of councillors in other local authorities to seek views;
- Tell residents at Surgeries / Ward Walks about your review, get their thoughts.

4. Findings and draft recommendations & 5. Final Report

After hearing from witnesses and receiving evidence, the Committee then will meet to pull together all the information and shape its collective findings, i.e. what needs to be improved or changed as a result.

The Committee will form 'draft' recommendations from this, which consistent with the Protocol on Cabinet and Scrutiny Relations, are usually shared with the Cabinet Member for their feedback and valuable insight.

In developing any recommendation, the Committee should bear in mind the following:

- Meet the initial aims / objectives of the review
- Be SMART, Specific, Measurable, Achievable, Relevant, Time-bound
- Not be a short-term fix, but a lasting outcome
- Consider the financial aspect, e.g. cost neutral, provide savings or if at a cost, then affordable – and if possible aligned with the MTFF (budget planning process)
- Be based on a broad evidence base as possible and 'user or resident' insight
- Not create additional bureaucracy, e.g. if it relates to a policy, then to seek to review or amend existing policies (unless there is an absolute imperative for a new policy)
- If publicity or wider engagement or education is recommended, to target such communications as best as possible rather than generally
- Consider 'conclusions' as well as any specific recommendations.

Around this time, the Democratic Services Officer supporting the Committee will advise further on findings and drafting recommendations. Throughout this process, their role is critical to the Committee, to guide Members and secure the information and any witness activity that Members wish to undertake. They also work with the Chairman to bring the final draft report for the Committee to approve before it is scheduled to Cabinet.

6. Referred to Cabinet & 7. Monitoring of recommendations

The Committee's report will be shared with the Leader and Cabinet Member and scheduled to a

Cabinet meeting as soon as possible. There is a legal requirement for any such report to be considered by the Cabinet.

Should Cabinet approve the Committee's recommendations, then they become official policy and officers are charged with implementing them.

A post report review is undertaken in say 6 months or a years' time to see how the Committee's recommendations have been implemented. This is scheduled on your work programme.

Annex A – Scrutiny Topic Scorecard 2022-2026

Criteria scores showing 1-5 (5 being the highest, 0 the lowest). Then add up the total score. The higher the better review.										
Topic	Resident focused	Correct remit	Influence	New	Achievable	Wider support	Drives improvement	Delivers transformation and efficiency	National impact	Score /45
Inclusivity	3	2	1	1	1	2	2	1	3	16
Narrowing the gap between advantaged and disadvantaged young people in education standards	3	5	3	4	3	3	3	1	2	27
Falling school rolls and changes in admission numbers	3	5	2	5	2	3	2	3	1	26
NEET (Not in Education, Employment, or Training)	3	5	4	3	4	3	4	2	1	29
Utilising spare capacity in schools	4	5	3	5	3	4	2	4	2	32
Third party/ voluntary groups and opportunities in Hillingdon	4	3	2	3	2	4	2	2	1	23
Addressing the post-COVID mental health gap in schools	3	3	2	2	3	3	3	2	2	23
Digital Exclusion and Educational Disadvantage										Information item, TBC
Social care										

See criteria descriptions overleaf...

Detailed criteria to assess review scoring *(5 being the highest, 0 the lowest)*

Resident-focused – The topic will have high impact on residents and the community, with public interest and scope for making a positive difference (can be universal or a targeted group of people or an area of the Borough e.g. young people or a particular town centre)

Correct remit – A topic that is clearly covered in the Committee's Terms of Reference and does it cut clearly into the domain of other Committees (unless a cross-cutting brief). If it does, then see if you can narrow the focus of the topic.

Influence - A topic that relates to a service, event or issue in which the Council is in control of, has a significant stake in or influence over the matter, e.g. with partners.

New - A new, fresh topic preferably. One which has not previously been reviewed by a Committee in the last 2-3 years, or which is not currently being reviewed by another Committee or internally by Cabinet Members and Officers, e.g. through service transformation.

Achievable – A topic that is not open ended. One where the Committee's work programme can accommodate the review. Where there is likely to be a good level of expertise and information to draw on to complete. Does the topic need to be narrowed to make it more achievable?

Wider support - A topic that is likely to receive buy-in from the Committee and wider Council, e.g. Cabinet Members, Officers. Or support is welcome from partner organisations to review the matter.

Drives improvement - A topic where performance levels of a service have dropped on a consistent basis, or the contractor is not performing against agreed standards or there are significance (evidenced) complaints or feedback from residents on the matter.

Delivers transformation and efficiency – a topic in support of the Council budgetary objectives, any areas where service re-modelling is under consideration in the medium to longer-term, that with Members' insight can help to deliver future savings, efficiencies and value for money services to residents. A topic where new ways of working could be adopted to benefit service delivery.

National impact – A topic where emerging or recent legislation mean that it would be timely to review the matter to ensure Hillingdon Council is well prepared. Or a topic, that whilst Hillingdon focussed, could potentially be of benefit to other local councils or governmental authorities.

CABINET FORWARD PLAN

Committee name	Children, Families & Education Select Committee
Officer reporting	Ryan Dell, Democratic Services
Papers with report	Appendix A – Latest Forward Plan
Ward	As shown on the Forward Plan

HEADLINES

To monitor the Cabinet's latest Forward Plan which sets out key decisions and other decisions to be taken by the Cabinet collectively and Cabinet Members individually over the coming year. The report sets out the actions available to the Committee.

RECOMMENDATION

That the Children, Families and Education Select Committee notes the Cabinet Forward Plan.

SUPPORTING INFORMATION

The Cabinet Forward Plan is published monthly, usually around the first or second week of each month. It is a rolling document giving the required public notice of future key decisions to be taken. Should a later edition of the Forward Plan be published after this agenda has been circulated, Democratic Services will update the Committee on any new items or changes at the meeting.

As part of its Terms of Reference, each Select Committee should consider the Forward Plan and, if it deems necessary, comment as appropriate to the decision-maker on the items listed which relate to services within its remit. For reference, the Forward Plan helpfully details which Select Committee's remit covers the relevant future decision item listed.

The Select Committee's monitoring role of the Forward Plan can be undertaken in a variety of ways, including both pre-decision and post-decision scrutiny of the items listed. The provision of advance information on future items listed (potentially also draft reports) to the Committee in advance will often depend upon a variety of factors including timing or feasibility, and ultimately any such request would rest with the relevant Cabinet Member to decide. However, the 2019 Protocol on Overview & Scrutiny and Cabinet Relations (part of the Hillingdon Constitution) does provide guidance to Cabinet Members to:

- Actively support the provision of relevant Council information and other requests from the Committee as part of their work programme;
- Where feasible, provide opportunities for committees to provide their input on forthcoming executive reports as set out in the Forward Plan to enable wider pre-decision scrutiny (in addition to those statutorily required to come before committees, *i.e. policy framework documents – see para. below*).

As mentioned above, there is both a constitutional and statutory requirement for Select Committees to provide comments on the Cabinet's draft budget and policy framework proposals after publication. These are automatically scheduled in advance to multi-year work programmes.

Therefore, in general, the Committee may consider the following actions on specific items listed on the Forward Plan:

	Committee action	When	How
1	To provide specific comments to be included in a future Cabinet or Cabinet Member report on matters within its remit.	<p>As part of its pre-decision scrutiny role, this would be where the Committee wishes to provide its influence and views on a particular matter within the formal report to the Cabinet or Cabinet Member before the decision is made.</p> <p>This would usually be where the Committee has previously considered a draft report or the topic in detail, or where it considers it has sufficient information already to provide relevant comments to the decision-maker.</p>	<p>These would go within the standard section in every Cabinet or Cabinet Member report called "Select Committee comments".</p> <p>The Cabinet or Cabinet Member would then consider these as part of any decision they make.</p>
2	To request further information on future reports listed under its remit.	<p>As part of its pre-decision scrutiny role, this would be where the Committee wishes to discover more about a matter within its remit that is listed on the Forward Plan.</p> <p>Whilst such advance information can be requested from officers, the Committee should note that information may or may not be available in advance due to various factors, including timescales or the status of the drafting of the report itself and the formulation of final recommendation(s). Ultimately, the provision of any information in advance would be a matter for the Cabinet Member to decide.</p>	<p>This would be considered at a subsequent Select Committee meeting. Alternatively, information could be circulated outside the meeting if reporting timescales require this.</p> <p>Upon the provision of any information, the Select Committee may then decide to provide specific comments (as per 1 above).</p>
3	To request the Cabinet Member considers providing a draft of the report, if feasible, for the Select Committee to consider prior to it being considered formally for decision.	<p>As part of its pre-decision scrutiny role, this would be where the Committee wishes to provide an early steer or help shape a future report to Cabinet, e.g., on a policy matter.</p> <p>Whilst not the default position, Select Committees do occasionally receive draft versions of Cabinet reports prior to their formal consideration. The provision of such draft reports in advance may depend upon different factors, e.g., the timings required for that decision. Ultimately any request to see a draft report early would need the approval of the relevant Cabinet Member.</p>	<p>Democratic Services would contact the relevant Cabinet Member and Officer upon any such request.</p> <p>If agreed, the draft report would be considered at a subsequent Select Committee meeting to provide views and feedback to officers before they finalise it for the Cabinet or Cabinet Member. An opportunity to provide specific comments (as per 1 above) is also possible.</p>
4	To identify a forthcoming report that may merit a post-decision review at a later Select Committee meeting.	<p>As part of its post-decision scrutiny and broader reviewing role, this would be where the Select Committee may wish to monitor the implementation of a certain Cabinet or Cabinet Member decision listed/taken at a later stage, i.e., to review its effectiveness after a period of 6 months.</p> <p>The Committee should note that this is different to the use of the post-decision scrutiny 'call-in' power which seeks to ask the Cabinet or Cabinet Member to formally re-consider a decision up to 5 working days after the decision notice has been issued. This is undertaken via the new Scrutiny Call-in App members of the relevant Select Committee.</p>	<p>The Committee would add the matter to its multi-year work programme after a suitable time has elapsed upon the decision expected to be made by the Cabinet or Cabinet Member.</p> <p>Relevant service areas may be best to advise on the most appropriate time to review the matter once the decision is made.</p>

BACKGROUND PAPERS

- [Protocol on Overview & Scrutiny and Cabinet relations adopted by Council 12 September 2019](#)
- [Scrutiny Call-in App](#)

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker			Cabinet Member Lead & Officers				Status
					CABINET meeting	Cabinet Member	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	Public or Private (with reason)
JUNE 2025												
23	Annual Performance Report	Cabinet will receive an annual report performance report, setting out how the Council is delivering on key service metrics and the Council Strategy.	All		26 June			All Cabinet Members	All	Ian Kavanagh	Matthew Wallbridge	Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		26 June			TBC	TBC	Democratic Services	N/A	Public
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		26 June			TBC	TBC	Democratic Services	TBC	Public
JULY 2025												
SI Page 119	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		24 July			TBC	TBC	Democratic Services	N/A	Public
	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		24 July			TBC	TBC	Democratic Services	TBC	Public
AUGUST 2025												
SI	Cabinet decisions by the Leader of the Council	As there is no Cabinet meeting in August, the Leader of the Council may take decisions on behalf of the Cabinet. These will be notified and reported for ratification and public record.	Various			Aug-25		Cllr Ian Edwards - Leader of the Council	TBC	Democratic Services		Public / Private - TBD
SEPTEMBER 2025												
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		18 September			TBC	TBC	Democratic Services		Public
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		18 September			TBC	TBC	Democratic Services		Public

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker			Cabinet Member Lead & Officers				Status
					CABINET meeting	Cabinet Member	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	
OCTOBER 2025												
SI	The Annual Report Of Adult and Child Safeguarding Arrangements	This report provides the Cabinet with a summary of the activity undertaken by the Safeguarding Children Partnership Board and the Safeguarding Adults Board to address the identified local priorities. The Cabinet will consider this report and approve the activity and the local priorities for the two boards.	All		23 October			Cllr Susan O'Brien - Children, Families & Education / Cllr Jane Palmer - Health & Social Care	Health & Social Care / Children, Families & Education	Alex Coman / Susan-Sidonia Gladish	Sandra Taylor	Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		23 October			TBC	TBC	Democratic Services		Public
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		23 October			TBC	TBC	Democratic Services	TBC	Public
NOVEMBER 2025												
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		20 November			TBC	TBC	Democratic Services		Public
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		20 November			TBC	TBC	Democratic Services	TBC	Public
DECEMBER 2025												
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		18 December			TBC	TBC	Democratic Services		Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		18 December			TBC	TBC	Democratic Services		Public

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker			Cabinet Member Lead & Officers				Status
					CABINET meeting	Cabinet Member	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	Public or Private (with reason)
SI	2026/27 Budget and Future Medium-Term Financial Strategy (BUDGET FRAMEWORK)	This report will set out the Medium Term Financial Strategy (MTFS), which includes the draft General Fund reserve budget and capital programme for 2026/27 for consultation, along with indicative projections for the following four years. This will also include the HRA rents for consideration and may include Council Tax Reduction Scheme proposals.	All		18 December		26 February 2026 - adoption	Cllr Martin Goddard - Finance & Transformation	All	Andy Goodwin		Public
JANUARY 2026												
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		15 January			TBC	TBC	Democratic Services		Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		15 January			TBC	TBC	Democratic Services		Public
SI Page 121	Audit Committee Annual Report	The Audit Committee is required to submit an annual report to Council outlining the Committee's activities over the previous year. This report summarises the work of the Audit Committee and how it has undertaken its responsibilities in respect of: Internal Audit, External Audit, Counter Fraud, Risk Management and the Financial reporting process of the Statement of Accounts.	N/A				22 January 2026	N/A	N/A	Democratic Services	Matthew Wallbridge	Public
SI	Programme of Meetings for the next Municipal Year	Each year the full Council agrees the programme of meetings for the ensuing Municipal Year, setting out the dates and times of Council, Cabinet and Committee meetings.	N/A				22 January 2026	N/A	N/A	Lloyd White		Public
SI	Council Tax-Base and Business Rates Forecast 2026/27	This report sets out the proposed Council Taxbase and Business Rates Forecast for the forthcoming financial year and in accordance with the legislation for approval by the full Council. The Council is required to calculate both its Council Taxbase as at 30 November 2023 and the Business Rates forecast for the forthcoming year by the end of January.	All				22 January 2026	N/A	N/A	Andy Goodwin		Public

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker			Cabinet Member Lead & Officers				Status
					CABINET meeting	Cabinet Member	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	Public or Private (with reason)
FEBRUARY 2026												
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		19 February			TBC	TBC	Democratic Services		Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		19 February			TBC	TBC	Democratic Services		Public
Page 122	2026/27 Budget and Future Medium-Term Financial Strategy (BUDGET FRAMEWORK)	Following consultation, this report will set out the Medium Term Financial Strategy (MTFS), which includes the draft General Fund reserve budget and capital programme for 2026/27 for consultation, along with indicative projections for the following four years. This will also include the HRA rents for consideration and any proposals for the Council Tax Reduction Scheme.	All		19 February		26 February 2026 - adoption	Cllr Ian Edwards - Leader of the Council / Cllr Martin Goddard - Finance & Transformation	All	Andy Goodwin		Public
	Members' Allowances 2026/27	The Council is required to undertake an annual re-adoption of its Allowances Scheme and, in doing so give due regard to the recommendations made by the report of the Independent Panel on the Remuneration of Councillors in London.	All				26 February 2026	N/A	N/A	Lloyd White		Public
MARCH 2026												
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		19 March			TBC	TBC	Democratic Services		Public
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		19 March			TBC	TBC	Democratic Services		Public
APRIL 2026												
SI	Public Preview of matters to be considered in private	A report to Cabinet to provide maximum transparency to residents on the private and confidential matters to be considered later in Part 2 of the Cabinet meeting and agenda.	TBC		23 April			TBC	TBC	Democratic Services		Public

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker			Cabinet Member Lead & Officers				Status
					CABINET meeting	Cabinet Member	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	Public or Private (with reason)
SI	Reports from Select Committees	Reports, findings and recommendations for consideration by the Cabinet, when referred from the appropriate Committee.	All		23 April			TBC	TBC	Democratic Services		Public
SI	School Organisation Plan annual update	The School Organisation Plan, originally approved by Cabinet in 2024, sets out how the London Borough of Hillingdon in accordance with its statutory duty, seeks to ensure there are sufficient primary. The Cabinet Member will consider the annual update to the Plan.	N/A			April		Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	Nav Minas / Abi Preston	Julie Kelly	Public
SI	Standards and quality of education in Hillingdon during 2024/25	The Cabinet Member will receive the Annual Report regarding children and young people's educational performance across Hillingdon schools, for publication.	N/A			April		Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	Abi Preston / Michael Hawkins	Julie Kelly	Public
Schedule of Individual Cabinet Member Decisions that may be taken each month (standard items non key-												
Age 123	Urgent Cabinet-level decisions & interim decision-making (including emergency decisions)	The Leader of the Council has the necessary authority to make decisions that would otherwise be reserved to the Cabinet, in the absence of a Cabinet meeting or in urgent circumstances. Any such decisions will be published in the usual way and reported to a subsequent Cabinet meeting for ratification. The Leader may also take emergency decisions without notice, in particular in relation to the COVID-19 pandemic, which will be ratified at a later Cabinet meeting.	Various			Cabinet Member Decision - date TBC		Cllr Ian Edwards - Leader of the Council	TBC	TBC		Public / Private
SI	School Governing Bodies, Instruments of Government and Governors / Authorising Academy Appointments	To approve appointments, nominate appointments and make reappointments of local authority governors and to approve any changes to school governing body constitutions. To also authorise any Member to be a Governor or Director of an Academy.	N/A			Cabinet Member Decision - date TBC		Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	Helen Boundy		Public

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker			Cabinet Member Lead & Officers				Status
					CABINET meeting	Cabinet Member	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	Public or Private (with reason)
SI	Release of Capital Funds	The release of all capital monies requires formal Member approval, unless otherwise determined either by the Cabinet or the Leader. Batches of monthly reports (as well as occasional individual reports) to determine the release of capital for any schemes already agreed in the capital budget and previously approved by Cabinet or Cabinet Members	TBC			Cabinet Member Decision - date TBC		Cllr Martin Goddard - Finance & Transformation (in conjunction with relevant Cabinet Member)	All - TBC by decision made	various		Public but some Private (1,2,3)
SI	Petitions about matters under the control of the Cabinet	Cabinet Members will consider a number of petitions received by local residents and organisations and decide on future action. These will be arranged as Petition Hearings.	TBC			Cabinet Member Decision - date TBC		All	TBC	Democratic Services		Public
SI	To approve compensation payments	To approve compensation payments in relation to any complaint to the Council in excess of £1000.	n/a			Cabinet Member Decision - date TBC		All	TBC	various		Private (1,2,3)
SI	Acceptance of Tenders	To accept quotations, tenders, contract extensions and contract variations valued between £50k and £500k in their Portfolio Area where funding is previously included in Council budgets.	n/a			Cabinet Member Decision - date TBC		Cllr Ian Edwards - Leader of the Council OR Cllr Martin Goddard - Finance & Transformation / in conjunction with relevant Cabinet Member	TBC	various		Private (3)
SI	All Delegated Decisions by Cabinet to Cabinet Members, including tender and property decisions	Where previously delegated by Cabinet, to make any necessary decisions, accept tenders, bids and authorise property decisions / transactions in accordance with the Procurement and Contract Standing Orders.	TBC			Cabinet Member Decision - date TBC		All	TBC	various		Public / Private (1,2,3)

Ref	Business Item	Further information	Ward(s)	NEW ITEM	Decision-Maker			Cabinet Member Lead & Officers				Status
					CABINET meeting	Cabinet Member	Full COUNCIL	Cabinet Member(s) Responsible	Relevant Select Committee	Report Author	Corporate Director Responsible	Public or Private (with reason)
SI	School Redundancy Payments	To consider requests for School Redundancy Payments and decide whether to approve them on behalf of the Local Authority	TBC			Cabinet Member Decision - date TBC		Cllr Susan O'Brien - Children, Families & Education	Children, Families & Education	Abi Preston		Private (1,3,4)
SI	External funding bids	To authorise the making of bids for external funding where there is no requirement for a financial commitment from the Council.	n/a			Cabinet Member Decision - date TBC		All	TBC	various		Public
SI	Response to key consultations that may impact upon the Borough	A standard item to capture any emerging consultations from Government, the GLA or other public bodies and institutions that will impact upon the Borough. Where the deadline to respond cannot be met by the date of the Cabinet meeting, the Constitution allows the Cabinet Member to sign-off the response.	TBC			Cabinet Member Decision - date TBC		All	TBC	various		Public
SL Standard Item that may be considered each month/regularly												

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WORK PROGRAMME

Committee name	Children, Families & Education Select Committee
Officer reporting	Ryan Dell, Democratic Services
Papers with report	Appendix A – Work Programme
Ward	All

HEADLINES

To enable the Committee to note future meeting dates and to forward plan its work for the current municipal year.

RECOMMENDATION

That the Children, Families and Education Select Committee considers the report and agrees any amendments.

SUPPORTING INFORMATION

1. The Committee's meetings will start at 7pm and the witnesses attending each of the meetings may include representatives from external organisations, some of whom travel from outside of the Borough. Forthcoming meeting dates are as follows:

Meeting Date	Room
11 September 2025	CR6
13 November 2025	CR6
07 January 2026	CR6
05 February 2026	CR6
12 March 2026	CR6
14 April 2026	CR6

Implications on related Council policies

The role of the Select Committees is to make recommendations on service changes and improvements to the Cabinet, who are responsible for the Council's policy and direction.

RESIDENT BENEFIT

Select Committees directly engage residents in shaping policy and recommendations and the Committees seek to improve the way the Council provides services to residents.

FINANCIAL IMPLICATIONS

There are no financial implications arising from this report.

LEGAL IMPLICATIONS

There are no legal implications arising from this report.

BACKGROUND PAPERS

NIL.

MULTI-YEAR WORK PROGRAMME 2022-2026		2025/2026							
Service Areas	Children, Families & Education Select Committee	June 18	July 30	August No meeting	September 11	October No meeting	November 13	December No meeting	January 7
Education & SEND	Review: Persistent Absenteeism Target Cabinet reporting				X				
TBC	Review: TBC Policy Review Discussion & Guidance Topic selection/ scoping stage Witness/ evidence/ consultation stage Findings, conclusions and recommendations Final review report agreement Target Cabinet reporting	X	X		X		X		X
	Regular service & performance monitoring								
Children's Social Care	Reports/ minutes from the Corporate Parenting Panel Corporate Parenting Panel Membership to agree + subs Corporate Parenting Panel - update to Terms of Reference Overview of Corporate Parenting Responsibilities Hillingdon's Youth Offer & Delivery Model - review of implementation of Cabinet decisions from Sept. 2023		X		X				X
Education & SEND	Learn Hillingdon Self-Assessment Review (annual) School Organisation Plan inc. School Places Planning update Annual Education Standards report (prior to Cabinet Member) School Admissions update Hillingdon Music Hub Annual Report Hillingdon Local Area SEND and Alternative Provision Strategy for Children and Young People 0-25 Years 2023-2028 (& update) SEND Sufficiency Strategy (& update) Hillingdon Education Strategy 2024-2029 (& update)						X		24-25 X X
Prevention & Youth Justice	Youth Justice Service Strategy 2024-2029 (& update)						X		
-	Annual Performance Monitoring				X		X		X
-	Budget & Spending Report				X		X		X
Democratic Services	Minutes of the AGM Cabinet Forward Plan Monthly Monitoring	X X			X		X		X
	One-off information items								
Children's Social Care	Children's Centres delivery model and Early Years Nurseries - review of implementation of Cabinet's decisions Sept. 2023 Families First Reforms and Childrens Wellbeing & Schools Bill								X
Education & SEND	School Admissions Arrangements - Whitehall Infant/ Junior Move-ins to the Borough (in-year admissions) Outcomes of consultations regarding: (i) Proposed closures of the Physical Disability (PD) Special Resourced Provision (SRP) at Coteford Infant School (ii) Proposed increasing of the age range for the Assessment Base at Ruislip Gardens Primary School (iii) Proposal for some community schools to lower their age range to take two year olds. Outcome of the consultation for the proposal to amalgamate Grange Park Infant and Nursery School and Grange Park Junior School The proposal to amalgamate Harefield Infant School and Harefield Junior School Update on the Dedicated Schools Grant								
Prevention & Youth Justice	(none)								
Children & Families Support Services	Early help/ support available to young people Services available to low-income families								
External	Witness session on Higher Education - Orchard Hill College								
External	Witness session on Higher Education - Uxbridge College								
External	Witness session on Higher Education - Brunel University London								
-	Council Strategy 2022-2026 consultation								
Democratic Services	Select Committee Terms of Reference update								
Democratic Services	Scrutiny Introduction (Democratic Services)								
External	Place2Be (external witness session on children's mental health)								
	Past review delivery								
Children's Social Care	Stronger Families Hub 2022/23 - 2023/24								
Education & SEND	Adult & Community Learning Review - 2021/22 Persistent Absenteeism - 2024/25								

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Equality and Human Rights Impact Assessment

STEP A) Description of what is to be assessed and its relevance to equality

What is being assessed? Please tick ✓

Review of a service ☐ Staff restructure ☐ Decommissioning a service ☐

Changing a policy ☐ Tendering for a new service ☐ Other ✓

Proposal to amalgamate Harefield Infant and Harefield Junior Schools, by closing Harefield Infant School and extending the age range of Harefield Junior School to become a Primary School for children aged 4-11.

Who is accountable? E.g. Head of Service or Corporate Director

Abi Preston -Director SEND and Education
Julie Kelly - Director of Children's Services

Date assessment completed and approved by accountable person

23rd July 2025

Names and job titles of people carrying out the assessment

James Rogers, School Place Planning Officer
Vicky Trott, Equality and Wellbeing Manager

A.1) What are the main aims and intended benefits of what you are assessing?

The proposal to amalgamate Harefield Infant School and Harefield Junior School would be achieved by closing the infantschool, expanding the age range of the junior school to admit children from 4 years old to 11 years old and transferring on-roll children at the infant school to the primary school roll.

Harefield Infant School and Harefield Junior School have been in a federation since October 2018. This means that, although they are legally two separate schools, they operate in many ways as one school. There is one federated Governing Board that oversee both schools, one Executive Headteacher, and one Head of School for both schools.

Both of these schools are located adjacent to each other and effectively share one site. As they are community maintained schools, this means they are both maintained by Hillingdon Council and the Council owns the buildings and the land. All the pupils attending the schools at the time of amalgamation would transfer to the combined school, and there would be a similar staffing need.

The intended benefit of the proposal, if approved, is that the two schools, which are already federated and have benefited from economies of scale but remain two legal entities, can combine to become one primary school and will operate as such in the future.

The benefits in combining the existing schools into a new primary school through the proposed statutory amalgamation process include:

- A consistent approach to the ways in which children are taught and supported, recognising the current strengths of both schools.
- Increased opportunities for children in all key stages to come together for pastoral, social, and creative activities.
- Consistency of parental involvement throughout the primary phase of education by having the ability to foster longer-term relationships with families within one school.
- Communication between school and parents will be simplified, especially for parents with children in both schools. It would remove any duplication and ensure a joined-up approach for events, training and other matters.
- Removes the need for parents to apply for a place at the Junior School as children would automatically continue their education as part of one Harefield Primary school.
- Increased career development opportunities for staff through the sharing of a wider range of expertise and the possibility to gain experience and an understanding of all Primary Key Stages.
- Greater opportunity for cost effectiveness through economies of scale e.g. in purchasing, ensuring the best provision possible for the children.

A.2) Who are the pupils potentially affected by what you are assessing? What is their equality profile?

Pupil Demographics

Data is from January 2025 Census - children of statutory school age		Borough average (Primary)		Compared with similar Pupil Planning Areas (PPA's 1 and 13)		Harefield Infant School		Harefield Junior School		Amalgamated Harefield schools (Combined)		Comparisons	
	Actual	%	Actual	%	Actual	%	Actual	%	Actual	%	Compared to average	Compared to similar PPA (1 and 13)	
Total Pupils	26,301		900		134		201		335				
Male	13,463	51.2%	478	53.1%	76	56.7%	106	52.7%	182	54.3%	-3.14%	-1.22%	
Female	12,838	48.8%	422	46.9%	58	43.3%	95	47.3%	153	45.7%	3.14%	1.22%	
Disadvantage Pupils	5,988	22.8%	212	23.6%	19	14.2%	57	28.4%	76	22.7%	0.08%	0.87%	
Eligible for Free School Meals	5,700	21.7%	209	23.2%	19	14.2%	57	28.4%	76	22.7%	-1.01%	0.54%	
Service Families	243	0.9%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0.92%	0.00%	
English as Additional Language	13,700	52.1%	333	37.0%	22	16.4%	31	15.4%	53	15.8%	36.27%	21.18%	
Ethnicity													
Total Pupils	26301		900		134		201		335				
Asian	9116	34.7%	208	23.1%	4	3.0%	11	5.5%	15	4.5%	30.18%	18.63%	
White	8380	31.9%	435	48.3%	101	75.4%	159	79.1%	260	77.6%	-45.75%	-29.28%	
White (Gypsy, Roma, and Traveller people)	128	0.49%	22	2.4%	10	7.5%	12	6.0%	22	6.6%	-6.08%	-4.12%	
Mixed	3664	13.9%	149	16.6%	13	9.7%	14	7.0%	27	8.1%	5.87%	8.50%	
Other	2374	9.0%	52	5.8%	8	6.0%	8	4.0%	16	4.8%	4.25%	1.00%	
Black	2220	8.4%	49	5.4%	8	6.0%	7	3.5%	15	4.5%	3.96%	0.97%	
Refused	291	1.1%	5	0.6%			2	1.0%	2	0.6%	0.51%	-0.04%	
Information not obtained	110	0.4%											
Chinese	96	0.4%											
Blank	50	0.2%	2	0.2%									
SEN Support													
Total number of Children with SEN Support	3890	14.79%	190	21.11%	23	17.16%	40	19.90%	63	18.81%	-4.02%	2.31%	
SEN EHCP													
Total number of Children with SEN EHCP	909	3.46%	27	3.00%	4	2.99%	10	4.98%	14	4.18%	-0.72%	-1.18%	

The data shows that:

Sex

Male pupils are slightly overrepresented in the combined roll of both Harefield Schools, representing 54.3% of the total roll, which is +3.1% above the borough average (51.2%) and +1.2% above similar Place Planning Areas (PPA).

Disadvantaged Pupils and Pupils Eligible for Free School Meals

22.7% of pupils at Harefield schools are eligible for Free School Meals (FSM), +1% above the borough average (21.7%) and –0.5% compared to similar PPAs (23.2%).

English as an additional language (EAL)

15.8% of pupils on roll at Harefield schools have EAL, which is –36.30% below the borough average (52.1%) and –21.20% below similar PPAs (37%).

Ethnicity

The top three ethnic groups of pupils attending Harefield schools are: 77.6% White, 8.1% Mixed, and 4.8% Other background, compared to the top three ethnic groups for the borough average across Primary settings of 34.7% Asian, 31.9% White, and 13.9% Mixed.

The top three ethnic groups of the similar pupil planning areas are 48.3% White, 23.1% Asian and 16.6% Mixed.

Of the 77.6% White pupil population, 6% are from the Gypsy, Roma and Irish Traveller background, this is proportionately more than the total borough population of 0.5% (5.5% higher) and similar PPA population of 2.4% (4.1% higher).

SEN Support and SEN EHCP

The proportion of pupils at Harefield schools receiving SEN Support is 18.81%, +4.02% above borough average (14.79%) and –2.3% below similar PPAs (21.11%).

The proportion of pupils at Harefield schools with an EHCP is 4.18%, +0.7% above the borough average (3.46%) and +1.2% higher than similar PPAs (3%).

A.3) Who are the stakeholders in this assessment and what is their interest in it?

Stakeholders	Interest
Pupils currently on roll at Harefield Infant and Harefield Junior Schools	To ensure that there is continuity of education, emotional well-being, access to consistent teaching and support services, and minimal disruption during transition.
Parents and Carers of pupils currently on roll at Harefield Infant and Harefield Junior Schools	To ensure that there is continuity of education, emotional well-being, access to consistent teaching and support services, and minimal disruption during transition.
Harefield Infant and Harefield Junior Schools Staff	To ensure that there is continuity of education, emotional well-being, access to consistent teaching and support services, and minimal disruption during transition.
School Leadership and Governing Body	<p>To ensure that there is continuity of education, emotional well-being, access to consistent teaching and support services, and minimal disruption during transition.</p> <p>To ensure effective governance, maintaining educational standards, and managing the transition smoothly.</p>
Director of Children's Services & Director of SEND & Education	<p>To ensure that there is continuity of education, emotional well-being, access to consistent teaching and support services, and minimal disruption during transition.</p> <p>To ensure strategic oversight of education provision, ensuring compliance with statutory duties and alignment with council priorities.</p>

Cabinet Leader and Council Cabinet	<p>To ensure that there is continuity of education, emotional well-being, access to consistent teaching and support services, and minimal disruption during transition.</p> <p>To ensure strategic oversight of education provision, ensuring compliance with statutory duties and alignment with council priorities.</p>
Local Residents	<p>To ensure the preservation of the identity and cohesion of the local community, ensuring local children have access to quality education, and maintaining the use of school facilities for community purposes.</p>

A.4) Which protected characteristics or community issues are relevant to the assessment?

Protected Characteristics	Comments
Age	All pupils enrolled at the time of amalgamation would transition to the combined school, with staffing requirements expected to remain consistent. The existing school buildings would continue to be utilised by the amalgamated school.
Disability	The schools have mainstream provision and do not have additionally resourced provision for pupils with special educational needs. The school has children with SEND needs on roll as detailed below.
Gender reassignment	This consideration is not applicable within the scope of the proposed school amalgamation.
Marriage or civil	This consideration is not applicable within the scope of the proposed school amalgamation.
Pregnancy or maternity	This consideration is not applicable within the scope of the proposed school amalgamation.
Race/ Ethnicity	The proposal does not involve any change to the schools' category. They will continue to operate as community schools, welcoming pupils of all racial and ethnic backgrounds. As these schools serve their local catchment areas, the ethnic composition of the pupil population reflects the diversity of the surrounding communities.
Religion or belief	The school category would remain unchanged following the amalgamation if it is approved. These schools continue to operate as community schools, serving pupils from their local area. Accordingly, the religious and belief profiles of the student populations reflect the characteristics of their respective communities.
Sex	The co-educational status of the school remains unchanged as a result of the proposed amalgamation. These are community schools that primarily serve their local catchment areas, and the gender composition of their pupil populations reflects the demographic of profile of those communities.
Sexual Orientation	This consideration is not applicable within the scope of the proposed school amalgamation.
Socio-economic status	This consideration is not applicable within the scope of the proposed school amalgamation.
Carers	This consideration is not applicable within the scope of the proposed school amalgamation.
Community Cohesion	This consideration is not applicable within the scope of the proposed school amalgamation.
Community Safety	This consideration is not applicable within the scope of the proposed school amalgamation.
Human Rights	This consideration is not applicable within the scope of the proposed school amalgamation.

STEP B) Consideration of information; data, research, consultation, engagement

B.1) Consideration of information and data - what have you got and what is it telling you?

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The data in section A2 shows that there is a cohort of pupils in the proposed combined school who are proportionately more likely to be White boys, who have English as a first language, who are receiving SEN support, and who are from the Gypsy, Roma, Irish Traveller community, when compared to the borough primary school population as a whole.

Should the proposals be agreed, the impact of the changes will be monitored on an ongoing basis and any mitigation actions put in place where required.

Consultation

B.2) Did you carry out any consultation or engagement as part of this assessment?

Please tick NO ☐

YES ☒

This assessment is part of a wider consultation with stakeholders regarding the proposed amalgamation of the schools.

A pre-publication consultation was held between Monday 17th March 2025 and Wednesday 30th April 2025, with 3 virtual information sessions held for stakeholders.

The end of the consultation was originally the Thursday 17th April 2025, however, this was extended to 30th April following a request during a consultation event with the school and other stakeholders, to provide additional time as a result of the school holidays.

The statutory consultation started on Wednesday 18th June and will end on Wednesday 30th July at 5pm.

Staff members, Parents, Carers and Local residents who may be affected by the proposal have been encouraged to take part in the consultation and virtual and in-person information sessions have been held.

The results of the statutory consultation will be considered and used to inform an updated Equality Impact Assessment if required.

B.3) Provide any other information to consider as part of the assessment

Legal context

The council has a public duty to pay due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations (Equality Act 2010).

Local context

Harefield Infant and Harefield Junior Schools are federated and operate under the same governance and leadership, with both schools being located on adjacent sites. For children and staff members at the schools, both schools already have shared identity and uniform.

The proposed amalgamation would formally unite the children and staff members in one school whilst retaining the Harefield identity. There will be no impact on the day to day running of the school as children will continue in the same classes and be taught in the same buildings. The proposed amalgamation would not displace any pupils, or have any impact on travel, and will therefore have no impact on the community.

The proposal would result in additional certainty for parents as children would have access to an all-through primary education. If the proposal is approved and amalgamation takes place from 1st April 2026, pupils on roll at Harefield Infant School would have places at the expanded Harefield Junior School (which would become the Primary school) and pupils in Year 2 at the time would automatically transition to Year 3.

Other considerations such as proposals to change any element of the uniform as a result of the amalgamation, if approved, will be the decision of the school leadership team.

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One of the key drivers for the proposed amalgamation is the opportunity to align the school's funding structure with that of other primary schools locally and nationally. Under the current arrangement, the infant and junior schools are funded separately, each receiving a lump sum and per-pupil funding based on their respective age ranges. While this is consistent with the National Funding Formula (NFF), it can lead to inefficiencies and funding disparities when compared to other all-through primary schools.

By amalgamating into a single primary school, the new institution would:

- **Receive funding in line with all-through primary schools**, ensuring consistency and fairness in how resources are allocated.
- **Improve financial stability and planning**, reducing administrative duplication and allowing for more flexible deployment of staff and resources.
- **Support long-term sustainability**, particularly in the context of fluctuating pupil numbers and increasing cost pressures.

Loss of second lump sum funding

Following the proposed amalgamation, the new primary school would receive only one lump sum of funding instead of the two currently allocated to the separate infant and junior schools. This would lead to a phased reduction in funding over three years, eventually resulting in a permanent annual budget decrease of approximately £159k a year.

The amalgamated school is expected to achieve enhanced economies of scale which may help to alleviate the financial pressures arising from the reduction in funding, but it will ultimately be the school's decision where specific savings are made. The governing body will be responsible for managing this change, with the financial and operational impact subject to ongoing monitoring and review to ensure effective oversight and accountability.

If the proposal is approved, the Harefield primary school would receive the same level of lump sum funding as other primary schools across Hillingdon.

Other information and considerations

Impact on Staff

The proposed amalgamation of the infant and junior schools is not anticipated to have a direct impact on existing staff, as all personnel will continue to be employed within the expanded primary school following a TUPE process. The management of the school's budget will remain the responsibility of the governing body, and any future considerations regarding staffing arrangements or organisational changes will fall within their remit, which may require the school to complete a new Equalities Impact Assessment in the future. The amalgamation itself does not lead to any direct impact on staff.

Free School Meals and Pupil Premium

The proposed amalgamation of the infant and junior schools will not affect pupils' eligibility for Free School Meals (FSM) or the associated Pupil Premium funding. These entitlements are determined by individual family circumstances and are not impacted by changes to school structure or governance and is not expected to negatively impact community engagement or access to enrichment activities such as school trips, workshops, or cultural events. This is calculated on a per pupil basis, therefore will remain consistent.

SEND context

Funding provided for children with SEND, including notional funding and top up funding, will not be impacted by any decision to amalgamate the schools. This is calculated on a per pupil basis therefore will remain consistent.

Uniform

There is no impact to uniform as the current uniform is the same in both schools except for minor changes to the logo. However, the school states that they do not expect parents to have to purchase uniform with logos, therefore there is not expected to be any impact as a result of amalgamation.

C) Conclusions

The proposal to amalgamate Harefield Infant and Harefield Junior schools is not anticipated to have any material effect; the primary school would largely operate as it does currently.

The proposal cannot pre-empt the decisions that the governing body may make regarding their budget allocation, should the proposed amalgamation be approved by Cabinet, following the loss of the second lump sum. However, the local authority remains committed to supporting and working closely with the school throughout any

potential transition.

The assessment shows that there is a cohort of pupils in the proposed combined school who are proportionately more likely to be White boys, who have English as a first language, who are receiving SEN support, and who are from the Gypsy, Roma, Irish Traveller community, when compared to the borough primary school population as a whole.

The amalgamation process will be carried out in a supportive way, ensuring that the needs of the pupils are taken into consideration throughout.

Consideration will be given to the need to update this assessment following the results of the consultation exercise.

The outcome and potential impact of the proposed amalgamation will be monitored in conjunction with the school and governors, and any mitigating actions put in place where required.

A handwritten signature in black ink, appearing to read 'Abi Preston', with a large, sweeping flourish at the end.

Signed and dated:

23.07.2025

Name and position: Abi Preston, Director of Education and SEND



Equality and Human Rights Impact Assessment

STEP A) Description of what is to be assessed and its relevance to equality

What is being assessed? Please tick ✓

Review of a service ☐ Staff restructure ☐ Decommissioning a service ☐

Changing a policy ☐ Tendering for a new service ☐ Other ✓

Proposal to amalgamate Harefield Infant and Harefield Junior Schools, by closing Harefield Infant School and extending the age range of Harefield Junior School to become a Primary School for children aged 4-11.

Who is accountable? E.g. Head of Service or Corporate Director

Abi Preston -Director SEND and Education
Julie Kelly - Director of Children's Services

Date assessment completed and approved by accountable person

23rd July 2025

Names and job titles of people carrying out the assessment

James Rogers, School Place Planning Officer
Vicky Trott, Equality and Wellbeing Manager

A.1) What are the main aims and intended benefits of what you are assessing?

The proposal to amalgamate Harefield Infant School and Harefield Junior School would be achieved by closing the infantschool, expanding the age range of the junior school to admit children from 4 years old to 11 years old and transferring on-roll children at the infant school to the primary school roll.

Harefield Infant School and Harefield Junior School have been in a federation since October 2018. This means that, although they are legally two separate schools, they operate in many ways as one school. There is one federated Governing Board that oversee both schools, one Executive Headteacher, and one Head of School for both schools.

Both of these schools are located adjacent to each other and effectively share one site. As they are community maintained schools, this means they are both maintained by Hillingdon Council and the Council owns the buildings and the land. All the pupils attending the schools at the time of amalgamation would transfer to the combined school, and there would be a similar staffing need.

The intended benefit of the proposal, if approved, is that the two schools, which are already federated and have benefited from economies of scale but remain two legal entities, can combine to become one primary school and will operate as such in the future.

The benefits in combining the existing schools into a new primary school through the proposed statutory amalgamation process include:

- A consistent approach to the ways in which children are taught and supported, recognising the current strengths of both schools.
- Increased opportunities for children in all key stages to come together for pastoral, social, and creative activities.
- Consistency of parental involvement throughout the primary phase of education by having the ability to foster longer-term relationships with families within one school.
- Communication between school and parents will be simplified, especially for parents with children in both schools. It would remove any duplication and ensure a joined-up approach for events, training and other matters.
- Removes the need for parents to apply for a place at the Junior School as children would automatically continue their education as part of one Harefield Primary school.
- Increased career development opportunities for staff through the sharing of a wider range of expertise and the possibility to gain experience and an understanding of all Primary Key Stages.
- Greater opportunity for cost effectiveness through economies of scale e.g. in purchasing, ensuring the best provision possible for the children.

A.2) Who are the pupils potentially affected by what you are assessing? What is their equality profile?

Pupil Demographics

Data is from January 2025 Census - children of statutory school age	Borough average (Primary)		Compared with similar Pupil Planning Areas (PPA's 1 and 13)		Harefield Infant School		Harefield Junior School		Amalgamated Harefield schools (Combined)		Comparisons	
	Actual	%	Actual	%	Actual	%	Actual	%	Actual	%	Compared to average	Compared to similar PPA (1 and 13)
Total Pupils	26,301		900		134		201		335			
Male	13,463	51.2%	478	53.1%	76	56.7%	106	52.7%	182	54.3%	-3.14%	-1.22%
Female	12,838	48.8%	422	46.9%	58	43.3%	95	47.3%	153	45.7%	3.14%	1.22%
Disadvantage Pupils	5,988	22.8%	212	23.6%	19	14.2%	57	28.4%	76	22.7%	0.08%	0.87%
Eligible for Free School Meals	5,700	21.7%	209	23.2%	19	14.2%	57	28.4%	76	22.7%	-1.01%	0.54%
Service Families	243	0.9%	0	0.0%	0	0.0%	0	0.0%	0	0.0%	0.92%	0.00%
English as Additional Language	13,700	52.1%	333	37.0%	22	16.4%	31	15.4%	53	15.8%	36.27%	21.18%
Ethnicity												
Total Pupils	26301		900		134		201		335			
Asian	9116	34.7%	208	23.1%	4	3.0%	11	5.5%	15	4.5%	30.18%	18.63%
White	8380	31.9%	435	48.3%	101	75.4%	159	79.1%	260	77.6%	-45.75%	-29.28%
White (Gypsy, Roma, and Traveller people)	128	0.49%	22	2.4%	10	7.5%	12	6.0%	22	6.6%	-6.08%	-4.12%
Mixed	3664	13.9%	149	16.6%	13	9.7%	14	7.0%	27	8.1%	5.87%	8.50%
Other	2374	9.0%	52	5.8%	8	6.0%	8	4.0%	16	4.8%	4.25%	1.00%
Black	2220	8.4%	49	5.4%	8	6.0%	7	3.5%	15	4.5%	3.96%	0.97%
Refused	291	1.1%	5	0.6%			2	1.0%	2	0.6%	0.51%	-0.04%
Information not obtained	110	0.4%										
Chinese	96	0.4%										
Blank	50	0.2%	2	0.2%								
SEN Support												
Total number of Children with SEN Support	3890	14.79%	190	21.11%	23	17.16%	40	19.90%	63	18.81%	-4.02%	2.31%
SEN EHCP												
Total number of Children with SEN EHCP	909	3.46%	27	3.00%	4	2.99%	10	4.98%	14	4.18%	-0.72%	-1.18%

The data shows that:

Sex

Male pupils are slightly overrepresented in the combined roll of both Harefield Schools, representing 54.3% of the total roll, which is +3.1% above the borough average (51.2%) and +1.2% above similar Place Planning Areas (PPA).

Disadvantaged Pupils and Pupils Eligible for Free School Meals

22.7% of pupils at Harefield schools are eligible for Free School Meals (FSM), +1% above the borough average (21.7%) and –0.5% compared to similar PPAs (23.2%).

English as an additional language (EAL)

15.8% of pupils on roll at Harefield schools have EAL, which is –36.30% below the borough average (52.1%) and –21.20% below similar PPAs (37%).

Ethnicity

The top three ethnic groups of pupils attending Harefield schools are: 77.6% White, 8.1% Mixed, and 4.8% Other background, compared to the top three ethnic groups for the borough average across Primary settings of 34.7% Asian, 31.9% White, and 13.9% Mixed.

The top three ethnic groups of the similar pupil planning areas are 48.3% White, 23.1% Asian and 16.6% Mixed.

Of the 77.6% White pupil population, 6% are from the Gypsy, Roma and Irish Traveller background, this is proportionately more than the total borough population of 0.5% (5.5% higher) and similar PPA population of 2.4% (4.1% higher).

SEN Support and SEN EHCP

The proportion of pupils at Harefield schools receiving SEN Support is 18.81%, +4.02% above borough average (14.79%) and –2.3% below similar PPAs (21.11%).

The proportion of pupils at Harefield schools with an EHCP is 4.18%, +0.7% above the borough average (3.46%) and +1.2% higher than similar PPAs (3%).

A.3) Who are the stakeholders in this assessment and what is their interest in it?

Stakeholders	Interest
Pupils currently on roll at Harefield Infant and Harefield Junior Schools	To ensure that there is continuity of education, emotional well-being, access to consistent teaching and support services, and minimal disruption during transition.
Parents and Carers of pupils currently on roll at Harefield Infant and Harefield Junior Schools	To ensure that there is continuity of education, emotional well-being, access to consistent teaching and support services, and minimal disruption during transition.
Harefield Infant and Harefield Junior Schools Staff	To ensure that there is continuity of education, emotional well-being, access to consistent teaching and support services, and minimal disruption during transition.
School Leadership and Governing Body	<p>To ensure that there is continuity of education, emotional well-being, access to consistent teaching and support services, and minimal disruption during transition.</p> <p>To ensure effective governance, maintaining educational standards, and managing the transition smoothly.</p>
Director of Children's Services & Director of SEND & Education	<p>To ensure that there is continuity of education, emotional well-being, access to consistent teaching and support services, and minimal disruption during transition.</p> <p>To ensure strategic oversight of education provision, ensuring compliance with statutory duties and alignment with council priorities.</p>

Cabinet Leader and Council Cabinet	<p>To ensure that there is continuity of education, emotional well-being, access to consistent teaching and support services, and minimal disruption during transition.</p> <p>To ensure strategic oversight of education provision, ensuring compliance with statutory duties and alignment with council priorities.</p>
Local Residents	<p>To ensure the preservation of the identity and cohesion of the local community, ensuring local children have access to quality education, and maintaining the use of school facilities for community purposes.</p>

A.4) Which protected characteristics or community issues are relevant to the assessment?

Protected Characteristics	Comments
Age	All pupils enrolled at the time of amalgamation would transition to the combined school, with staffing requirements expected to remain consistent. The existing school buildings would continue to be utilised by the amalgamated school.
Disability	The schools have mainstream provision and do not have additionally resourced provision for pupils with special educational needs. The school has children with SEND needs on roll as detailed below.
Gender reassignment	This consideration is not applicable within the scope of the proposed school amalgamation.
Marriage or civil	This consideration is not applicable within the scope of the proposed school amalgamation.
Pregnancy or maternity	This consideration is not applicable within the scope of the proposed school amalgamation.
Race/ Ethnicity	The proposal does not involve any change to the schools' category. They will continue to operate as community schools, welcoming pupils of all racial and ethnic backgrounds. As these schools serve their local catchment areas, the ethnic composition of the pupil population reflects the diversity of the surrounding communities.
Religion or belief	The school category would remain unchanged following the amalgamation if it is approved. These schools continue to operate as community schools, serving pupils from their local area. Accordingly, the religious and belief profiles of the student populations reflect the characteristics of their respective communities.
Sex	The co-educational status of the school remains unchanged as a result of the proposed amalgamation. These are community schools that primarily serve their local catchment areas, and the gender composition of their pupil populations reflects the demographic of profile of those communities.
Sexual Orientation	This consideration is not applicable within the scope of the proposed school amalgamation.
Socio-economic status	This consideration is not applicable within the scope of the proposed school amalgamation.
Carers	This consideration is not applicable within the scope of the proposed school amalgamation.
Community Cohesion	This consideration is not applicable within the scope of the proposed school amalgamation.
Community Safety	This consideration is not applicable within the scope of the proposed school amalgamation.
Human Rights	This consideration is not applicable within the scope of the proposed school amalgamation.

STEP B) Consideration of information; data, research, consultation, engagement

B.1) Consideration of information and data - what have you got and what is it telling you?

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The data in section A2 shows that there is a cohort of pupils in the proposed combined school who are proportionately more likely to be White boys, who have English as a first language, who are receiving SEN support, and who are from the Gypsy, Roma, Irish Traveller community, when compared to the borough primary school population as a whole.

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Signed and dated:

23.07.2025

Name and position: Abi Preston, Director of Education and SEND