



## **Hillingdon Council - School Place Planning Consultation**

**Expand the current age range of the Specialist Assessment Base for 3-5 years olds at Ruislip Gardens Primary School to include 2-year-olds**

**Ruislip Gardens Primary School**

**Stafford Road, Ruislip, Middlesex, HA4 6PD**

**URN: 102416**

This proposal is published following the Department for Education Statutory Guidance (January 2023) Making Significant Changes ('prescribed alterations') to maintained schools.

### **Type of Proposal**

Change of age range

Remove/ alter Special Educational Needs (SEN) Provision

### **Proposal**

Hillingdon Council proposes to consult on expanding the current age range of the Specialist Assessment Base for 3-5 years olds at Ruislip Gardens Primary School to include 2-year-olds when appropriate and necessary in exceptional circumstances with the change coming into effect in January 2025. The proposal has been discussed in detail with the school and agreed by the Governors.

There are currently 16 full time places (32 part time places) for children in the Specialist Assessment Base. The places will continue to be used to assess and support children with additional needs and/ or disability.

### **Proposer**

The proposer is Hillingdon Local Authority

### **Consultation Responses**

We welcome all feedback. If you would like to make any comments or suggestions in response to the consultation, please complete the online questionnaire by visiting the consultation page [www.hillingdon.gov.uk/consultation](http://www.hillingdon.gov.uk/consultation) or by emailing [schoolplaceplanning@hillington.gov.uk](mailto:schoolplaceplanning@hillington.gov.uk).

If you have any questions that have not been covered in the consultation document or that are specific to your circumstances and you would like to discuss, please email [schoolplaceplanning@hillington.gov.uk](mailto:schoolplaceplanning@hillington.gov.uk) or call 01895 250063.

Or you can submit a written response to:

School Place Planning Team

Hillingdon Council

Civic Centre, 3N/01

High Street

Uxbridge

UB8 1UW

### **Consultation Period**

As described in the DfE statutory guidance the consultation period is 4 weeks and does not include school holidays.

The consultation period will run from Wednesday 25<sup>th</sup> September to Friday 25<sup>th</sup> October 2024.

All consultation responses must be received by 5pm on Friday 25<sup>th</sup> October 2024.

### **Decision**

The Local Authority, Hillingdon will be the decision maker, and they must satisfy themselves that an appropriate fair and open local consultation has been carried out. The Local Authority will decide 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.

### **Implementation Date**

If following the conclusion of the consultation, the Local Authority approve the proposal, then it will effectively be implemented from 1<sup>st</sup> January 2025.

### **Description of Proposed Alteration**

The Assessment Base opened in Summer 2024 to meet the demand for specialist teaching and further diagnosis of the young children aged 3 – 5 who clearly have additional needs but may not have one obvious need.

This proposal is to extend the age range of the Specialist Assessment Base to include 2-year-old children in some exceptional circumstances, when it is appropriate and necessary as approved by the Early Health Notification panel.

Exceptional circumstances may include admission of a 2-year-old child who is due to be three within the next term, or admission of a 2-year-old child with very complex medical needs for assessment.

Officers and the school are in agreement of this proposal, which will allow the placement of 2-year-old children subject to the Early Health Notification Panel approval in exceptional circumstances.

### **Project Costs**

There will be no financial costs to the school as the Published Admission Number will remain constant so there will be no effect on funding.

There are no legal fees or other fees associated with the proposed change.

### **The Consultation Process**

The consultation process represents an opportunity for people to learn about the proposal, ask questions and make comments that will be recorded and summarised in a consultation report. The Proposal will be published on the Hillingdon website.

The consultation will involve a drop-in session for anyone affected by the proposal where Officers will be on hand to answer any questions in person and to explain the proposal as necessary.

<b>Drop-in Sessions</b>
-------------------------

<b>Location</b>	<b>Date/Time</b>	<b>Session</b>
Ruislip Gardens Primary School, Stafford Road, Ruislip Gardens, Ruislip, HA4 6PD	Thursday 3 <sup>rd</sup> October 2024 2.30pm- 3.30pm	Drop in – Question and Answer
<b>Virtual Session</b>		
<b>Join the meeting now</b>	Tuesday 1 <sup>st</sup> October 2024 5pm – 6pm	On-line - Question and Answer

Paper copies of the consultation document will be available at the drop-in sessions and from the school office on request. Anyone is welcome to make contributions to the consultation.

A Public Notice (Appendix 1) describes how details of the consultation can be accessed and will also be included in publication of a local newspaper, and it will also be displayed in the reception area of the school, and at the school gates.

**Who will we make information about the consultation widely available to:**

The formal consultation was designed to ensure that the following received notification of the consultation, in line with the guidance “Making significant changes (‘prescribed alterations’) to maintained schools”:

- the governing body/local authority (as appropriate);
- the parents of every registered pupil at the school – where the school is a special school;
- if it involves or is likely to affect a school which has been designated as having a religious character:
  - the Diocesan Boards of Education for any diocese of the CofE any part of which is comprised in the area of the local authority;
  - the bishop(s) of a diocese of the RC Church any part of which is comprised in the area of the local authority; or
  - the relevant faith group in relation to the school; and
- any other body or person that the proposer thinks is appropriate e.g., any affected educational institutions in the area, or neighbouring local authorities.

## Appendix 2 - Consultation Proposal

The above list does not prevent any member of the public accessing the consultation document and making representations to the consultation, the school will make every effort to ensure that the consultation is communicated to as many people as possible and as widely as possible.