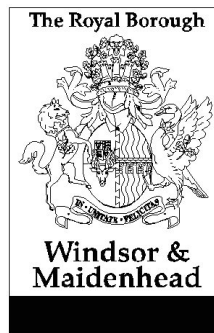


Please reply to: Ben Wright  
Direct Line: 01628 796572  
Fax: 01628 796672  
Email: ben.wright@rbwm.gov.uk

**Places and Capital Team**



Members of the Oakley Green, Fifield and District Community Association

Tuesday 24<sup>th</sup> September 2013

Dear Sir or Madam

### **EXPANDING BRAYWOOD CE FIRST SCHOOL**

I am writing to you about a proposal by the Governing Body of Braywood CE First School to expand the school from September 2014.

I enclose a number of copies of a consultation letter for parents of children at Braywood Montessori School, and I would be very grateful if you could please distribute these to those parents for us.

We are also interested in your views, so I set out the details of the proposal below. A consultation form is attached.

#### Background

At present, the school has a Published Admission Number (PAN) of 25, which means that the school has 25 spaces into each year group. This gives the school a total of 125 places overall, spread across five year groups (Reception to Year 4).

The school's governing body has, over the summer holidays, completed a programme of improvements to the school buildings. This means that the school now has the capacity to take up to 30 children in each year group – a total 150 children overall.

In recent years, the school has, in fact, taken 30 children into Reception. This has usually been because children have moved into the local area late, or because parents have successfully appealed for a place at the school. The total number of children on roll in September 2013 is, therefore, 134.

#### The proposal

The Governing Body would now like to formally consult on increasing the size of the school to 150, so that there are 30 places in each year group. This expansion would:



- **provide more places in first schools in the Windsor area**  
the number of children being born in the borough remains very high and could rise further over the next decade. Expanding Braywood will help ensure that there are enough school places for all children.
- **provide the school with a financially sustainable number on roll**  
with spaces for just 125 children, Braywood is quite small. With more children on roll, the school would receive more funding, benefit from some economies of scale and, in turn, would be able to use more funding for teaching and learning. At present the school also tends to lose some children out of Year 3 and Year 4 in most years – a higher intake will help balance this loss.

It is proposed that the school would take 30 children into Reception from September 2014.

#### What you say matters...

Parents, staff, governors, the diocesan authorities, community organisations and local residents are all being consulted on this proposal. Your views are vital, so please take time to be part of this consultation. You can tell us what you think by:

- **completing the response form attached to this letter and:**
  - returning it to the school, who will forward it to us; or
  - posting it to **Braywood Consultation, Places and Capital Team, Town Hall, Maidenhead, SL6 1RF**
- **writing to the address above**
- **emailing [windsor.places@rbwm.gov.uk](mailto:windsor.places@rbwm.gov.uk)**

The closing date for your comments is Friday 18<sup>th</sup> October 2013.

#### What happens after the consultation finishes?

The Royal Borough's Cabinet will consider the outcome of the consultation on 28<sup>th</sup> November 2013. At this meeting councillors will take your views into account before making a decision on whether the proposal should go ahead.

If, in partnership with the Governing Body, Cabinet decides to go ahead with the proposal then we will publish a formal proposal in December. Following this there will be a four-week representation period to allow objections to/comments on the proposal to be submitted. The Royal Borough will then make its final decision in early 2014 on whether or not to proceed.

#### Contact us

If you have any questions about the proposal here, please do not hesitate to contact me on 01628 796572 or at [windsor.places@rbwm.gov.uk](mailto:windsor.places@rbwm.gov.uk).

Yours faithfully,

**Ben Wright**  
**Education Planning Officer**  
**The Royal Borough of Windsor and Maidenhead**

# Response Form

This is your opportunity to have a say about the proposed expansion of Braywood CE First School

## You can respond by:

- Using this pull-out form and sending it either direct to the address below or to Braywood CE First School (who will send it on to us)
- Writing to Braywood Consultation, using the address below
- Emailing [windsor.places@rbwm.gov.uk](mailto:windsor.places@rbwm.gov.uk)



**The closing date for your responses is Friday 18th October 2013**

## Section 1 – About You

You do not have to provide this information but it would be helpful if you would complete these details about yourself. The information will be used solely for consultation analysis.

1. **Name:**

2. **Address:**   
  
Postcode:

3. **I am (please tick as appropriate and insert the school name where applicable)**

A parent of a pupil at:

A governor at:

A member of staff at:

A resident (please specify area):

Other (please specify):

**Please return this form either to Braywood school for them to return to us or to:**

**Braywood Consultation  
Places and Capital Team, Town Hall, St Ives Road, Maidenhead, SL6 1RF**

All views received by **Friday 18th October 2013** will be taken into account before any final decisions are made. All responses will be publicly available (with personal details blanked out) unless expressly requested otherwise.

**If you have any questions about the proposal or need further information, please call 01628 796572, or email [windsor.places@rbwm.gov.uk](mailto:windsor.places@rbwm.gov.uk).**

## **Section 2 – The expansion of Braywood CE First School – Your Views**

4. Should we expand Braywood CE First School from 25 to 30 places per year group?

Yes

No

Don't know

5. Comments. If you have any comments relating to the above proposal please give these below (you may use a separate sheet if necessary).