

# Proposal to establish a new forest school

A primary school to serve the new housing development in south east Coalville.

## Information for Academy Proposers



Leicestershire County Council is inviting expressions of interest from Academy Proposers interested in sponsoring a new 420 place Forest School from August 2024 to serve South East Coalville. This document provides the background and specification for the new school, how it will be funded, the expected timescales for its development, information regarding how you can express an interest for its operation and how we will assess the strength of your application.

**The closing date for expressions of interest is  
12 noon on Wednesday 22nd November 2023**

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# Introduction

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In Leicestershire, we believe that learners come first. We want our children and young people to enjoy learning, make good progress, and achieve high standards. To do this, we need to ensure that Leicestershire schools offer first class facilities and have sufficient places available, so as to offer real choice, good access and the best environment in which to learn. This is in keeping with our statutory duty and strategic priorities to develop additional school places in Leicestershire. Put simply we want to ensure that our schools are amongst the best available and offer the right number of places at the time they are needed.

As part of our strategic vision, we have identified a need for additional primary school places to serve south east Coalville. The County Council believes that building a new 420 place primary school in south east Coalville will help enhance this new housing development and provide excellent choice for families living in this area.

It is expected that the new school will open in late August 2024. Details of the arrangements for pupil admission will be agreed with the successful Academy Proposer and will be undertaken in such a way as to not have a detrimental impact on other primary schools in the area. The new primary school is a forest school and will provide a unique educational experience using the outdoor environment as a classroom.

The school will be constructed by the housing developer and will be leased from Leicestershire County Council to the successful Academy Trust. The County Council will agree an allocation for start-up and post opening revenue costs for the new school with the successful Academy Proposer in accordance with our policy on school growth, further details of which may be found herein.

This document sets out in further detail for Academy Proposers and other interested parties; why we believe a new school will provide the best solution to improve choice, diversity and standards for our children and young people in south east Coalville, where it will be located, how this will be funded, how we expect this to be run, and the process and timeline that we intend to follow.

Please take time to read this information carefully, and make contact using the details provided should you require any further information or guidance.

Thank You.



**Jane Moore**  
Director of Children and Family Services  
Leicestershire County Council

**“ The County Council believes that building a new 420 place primary school in south east Coalville will help enhance this new housing development and provide excellent choice for families living in this area. ”**

# Background

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## Why the additional primary places are necessary

The Education Act 2006 places a statutory duty on the County Council to ensure that there is a strong supply of good school places available to meet demand.

The establishment of the new primary school will help deliver the county council's strategic plans for the provision of school places and ensure there is access to good quality schools within the south east Coalville area, and in particular to meet the demand arising from new housing.

The demand for additional school places arises as a result of the development of over 2,000 new build homes in the area.

## Current arrangements

There are a further 6 primary age schools located within the south east Coalville and Bardon Hill area, all are popular and have a high demand for places.

Providing a new primary academy will help meet the demand for places whilst providing greater local choice for parents and pupils. A new school would also offer the opportunity to improve education generally by strengthening local partnerships and collaborative working, and bringing new expertise and knowledge to the area.

## About the development

The development is on an area of land positioned to the south east of Coalville, near Bardon Hill.

The development of a forest school forms part of a wider masterplan for the area which also includes a new local centre and a public open space with footpaths and cycleways.

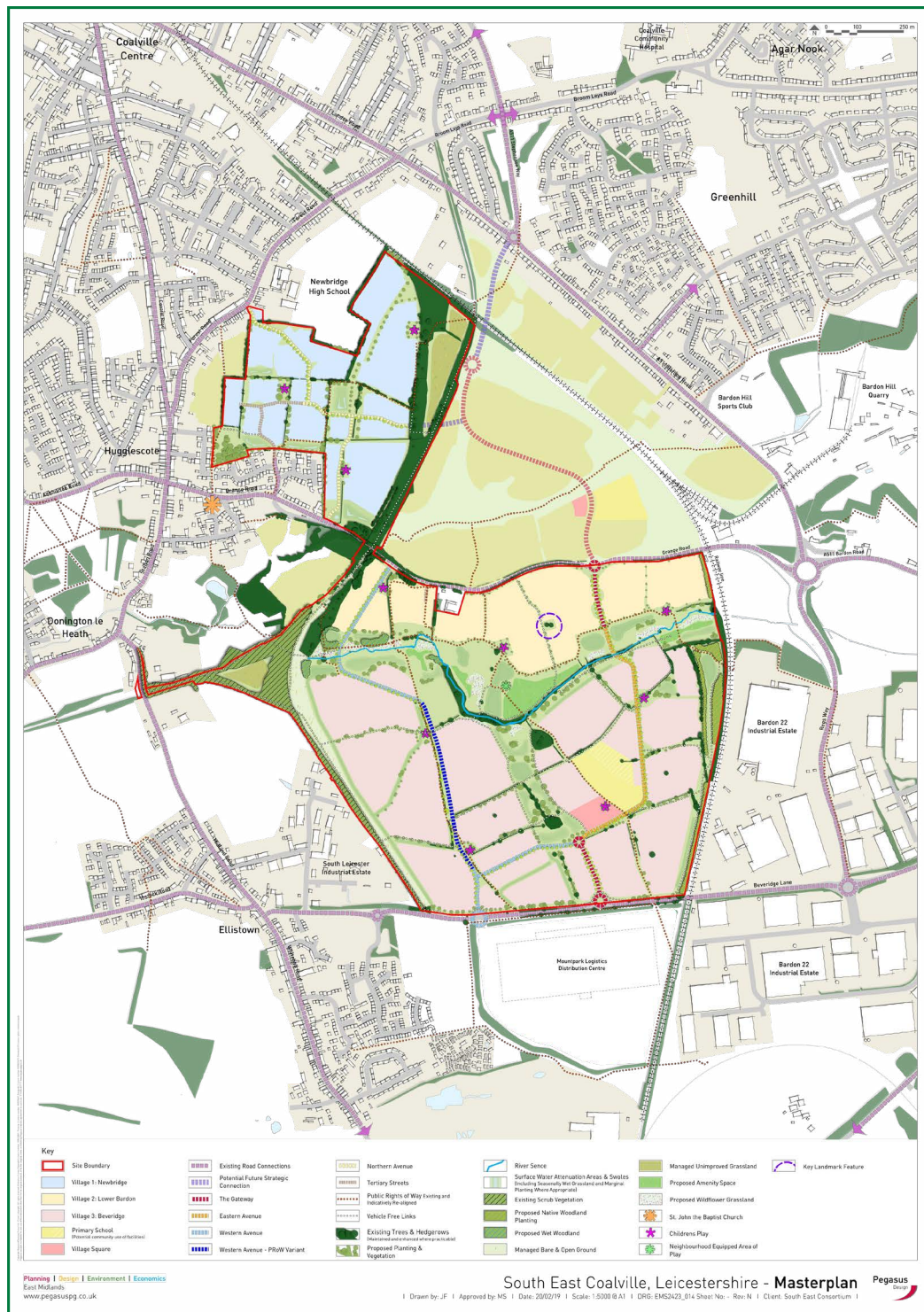
School	Admission Number	Net Capacity	Current Number on Roll	Direct line distance from new school
Ellistown Community Primary School	30	243	199	0.7 miles
Hugglescote Community Primary School	75	525	462	1.3 miles
Saint Clare's Primary School A Catholic Voluntary Academy, Coalville, Leicestershire	30	210	200	1.5 miles
Broom Leys School	90	630	605	1.6 miles
Belvoirdale Community Primary School	50	351	308	1.7 miles
Stanton Under Bardon Community Primary School	17	120	108	1.8 miles

# Specification

## Location of the new school

The new school will be established in the area to the south east of Coalville town, which is located within the North West Leicestershire District. The primary school falls north of Beveridge Lane and will be the main access point.

Fig 1: The new forest school.



# Visualisation of New School

## Admin Pavillion and Main Hall

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 LE11 3TU  
 Tel: 01509 223222  
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 Email: [enquiries@loughborough.ac.uk](mailto:enquiries@loughborough.ac.uk)  
 Website: [www.loughborough.ac.uk](http://www.loughborough.ac.uk)

- NOTES
1. Do not scale from this drawing.
  2. All dimensions are in millimetres unless stated otherwise.
  3. This drawing is to be used in conjunction with the contract documents and specifications and all relevant British Standards, Regulations, and other applicable legislation.
  4. All dimensions and elevations are to finished and polished unless stated otherwise.
  5. All dimensions and elevations are to finished and polished unless stated otherwise.
  6. All dimensions and elevations are to finished and polished unless stated otherwise.

H&L TO ARCHITECTS  
 We have prepared this drawing in accordance with the contract documents and specifications and all relevant British Standards, Regulations, and other applicable legislation.

### KEY PLAN

REF: H&L Project Name: 2950422  
 Rev: Description: Date: Drawn By:

CLIENT: H&L Group

CONTRACTOR:

PROJECT: Cavellie Forest School - Admin Pavilion

TITLE: Admin Pavilion and Main Hall - 3D Perspective View



# Proposed site plan

DRAWN BY: NW DATE: 29/04/22  
 CHECKED BY: JS SCALE: @ A1  
 STATUS:

PLANNING  
 PROJ-000001-ZONE-LEVEL-1-PROJ-000001-001 S3 P01

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REF: H&L Project Name: 2950422  
 Rev: Description: Date: Drawn By:

CLIENT: H&L Group

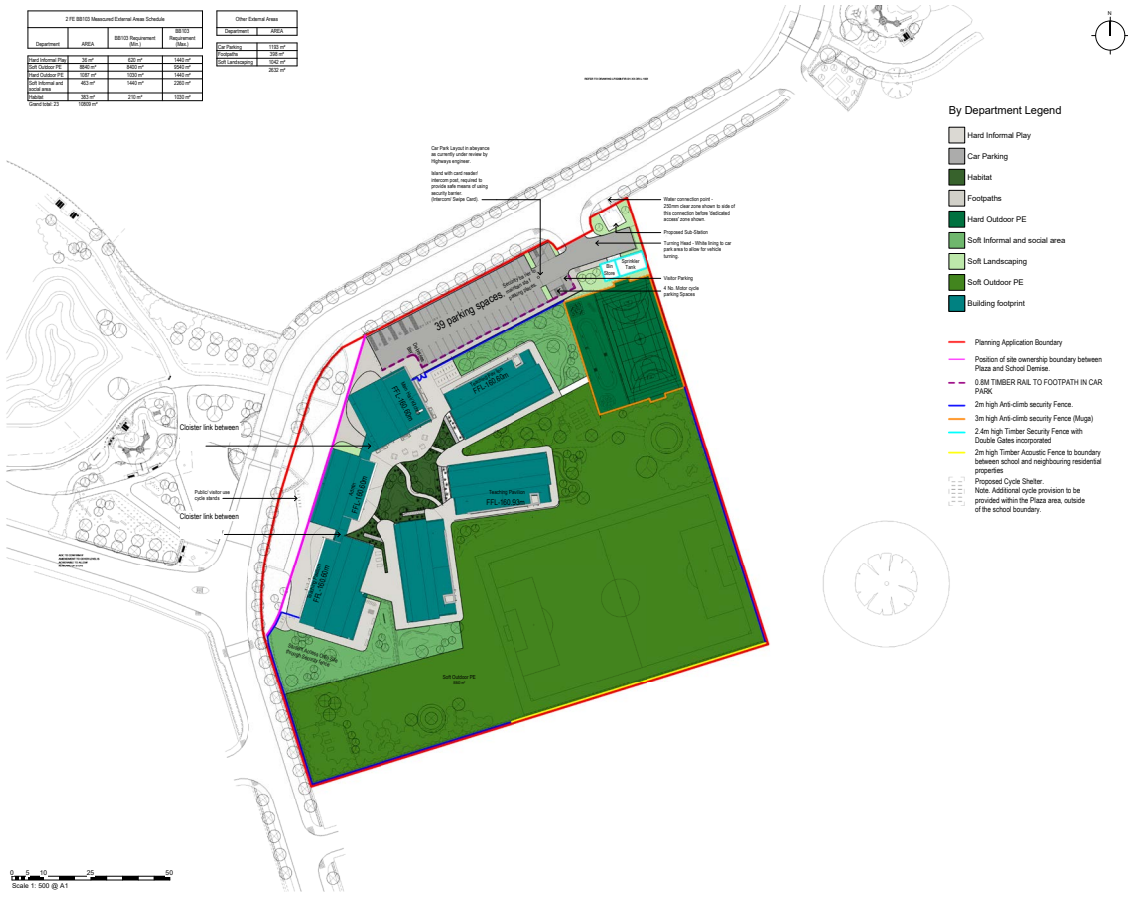
CONTRACTOR:

PROJECT: Cavellie Forest School - Site Model

TITLE: Proposed Site Plan

DRAWN BY: NW DATE: 29/04/22  
 CHECKED BY: JS SCALE: 1:500 @ A1  
 STATUS:

PLANNING  
 PROJ-000001-ZONE-LEVEL-1-PROJ-000001-001 S3 P02



## How the new school will be established

The Education Act 2011 changed the arrangements for establishing new schools and introduced Section 6A, now known as the 'Free School Presumption' to the Education and Inspections Act 2006. The legislation requires that where the County Council considers there is a need for a new school in its area; it must seek proposals from suitably qualified organisations to establish the new school as an Academy (Free School).

## How the new school will be built

Harworth are acting as the lead land agent in partnership with the housebuilders.

A promotional website is set up which presents the masterplan for the wider area around the primary school and can be accessed here: [www.southeastcoalville.co.uk/](http://www.southeastcoalville.co.uk/)

The planning application for the masterplan, including the plans for the school, can be accessed here: <https://plans.nwleics.gov.uk/public-access/applicationDetails>.

The school is a Forest School and is made up of a series of buildings including teaching space, administration, the main hall and kitchen.

Subject to Department for Education consent, it is anticipated that construction on site would occur between summer 2023 and summer 2024.

**In order to meet the opening date of late August 2024, the school design and build process will already be underway by the time the Academy Proposer is selected. Proposers will not, therefore, have the opportunity for involvement in the planning and design of the building.**

## Lease arrangements

On a date to be agreed with the approved Academy Sponsor prior to the opening of the new primary school the site and buildings will be transferred by the landowners and County Council (as appropriate) on a 125 year lease arrangement as prescribed by the DfE.

## Opening arrangements and school growth

The exact opening arrangements for the new primary school are yet to be agreed and will be determined in discussion with the Academy Proposer mindful of the demand for places at the time.

The Local Authority will work alongside the successfully appointed academy trust to develop a strategic plan for opening the new primary school. It is proposed the school will open to accommodate pupils in reception in the year of opening in 2024/25.

The Academy Proposer will be expected to demonstrate how they will ensure the need for additional places in the south east Coalville area are met without promoting or encouraging a large scale relocation of existing pupils from other schools in the locality, or nearby communities.

## Age Range

The school is intended to serve pupils between the ages of 4 and 11. At present there are no plans to incorporate pre-school provision on the site, although the County Council would welcome proposals from Academy Proposers about how this might be achieved.

## Gender

The school will be for both boys and girls.

The opening PAN is proposed to be 30 in the Reception year group. The school will fill organically over the coming years, with the school reaching full capacity in 2031/32.

The school will be built to accommodate a PAN of 60, total 420. When demand indicates the need for additional pupil places within the local area it will be the responsibility of the Local Authority and the awarded academy to add additional capacity when required.

## Admission Criteria

The County Council requires that Academy Proposers will abide by the national and local School Admissions Code including that relating to Admission Appeals, and participate in the County Council's co-ordinated scheme for admissions and our Fair Access Protocol.

The County Council expects Academy Proposers to adopt the same admission criteria used to determine priority for places as in other local schools as set out in the following link [www.leicestershire.gov.uk/popular-now/school-admissions/applying-for-a-school-place](http://www.leicestershire.gov.uk/popular-now/school-admissions/applying-for-a-school-place)

The LA's expectation is for the Forest School to adopt the LA's Admissions Policy 2024 in full. Once the school is handed over to the multi academy trust, the trust may then consult to move away from the LA admissions arrangements and criteria. The trust may also wish open discussions with local secondary schools to determine if they are likely to add the Forest School as a feeder to their secondary school.

The LA is unlikely to determine a dedicated catchment area and will leave this to the trust to determine a catchment area should it wish to do so.

## Catchment Area

It is expected that the new primary school will have a discrete catchment area to serve the new development. The new catchment arrangements for the school will be determined with the Academy Proposer in conjunction with the local primary schools.

## Equality and Diversity

All potential Academy Proposers are required to demonstrate their commitment to inclusion, to promoting equality and diversity and to eliminating unlawful discrimination and harassment.

## Equality Impact Assessment (EIA)

An initial EIA undertaken by the County Council shows that no particular individuals or groups will be disadvantaged by the proposals for the new school.

A copy of the EIA will shortly be available to view via the following link

[www.leicestershire.gov.uk/cfs-eia](http://www.leicestershire.gov.uk/cfs-eia)

## Special Educational Needs

The new school will not have any specific specialist resourced provision for pupils with special education needs, however the County Council would welcome discussions about how this might be achieved. The Academy will nevertheless be expected to serve children with special educational needs in its catchment area for whom mainstream education is considered appropriate and to work with other providers and services in meeting the needs of pupils with special educational needs and disabilities.

## Extended Services

The County Council expects the Academy sponsor to collaborate and engage with other providers and local partners to develop extended services which meet the needs of local children, young people and families in a coordinated, holistic way which can be accessed through all the partners in the locality.

These services may include: access to high quality childcare, out of hours learning activities and clubs, parenting support and community access to appropriate facilities.

Academy Proposers are asked to provide evidence in their application of their commitment towards the development of extended provision at the new school.

## Home to School Transport

The Council will expect the Academy Proposer to encourage safe and sustainable travel to the new school, including walking and cycling, and to develop a comprehensive travel plan to support this.

Home to school transport will only be provided, therefore, in line with the Local Authority's Home to School/ College Transport policy i.e. when it is stipulated within a child's Education, Health and Care Plan, or a child has an identified medical need which prevents them from walking or cycling to school and/or the distance from the child's home to the school is beyond the statutory walking distance of 2 miles to their nearest school and in addition to either their nearest Leicestershire school or their frozen area school.

[www.leicestershire.gov.uk/school-transport](http://www.leicestershire.gov.uk/school-transport)

## Funding Arrangements

**As this new school will be an Academy, the successful Academy Proposer will need to enter into a revenue funding agreement with the Secretary of State for Education, for the operation of the school, to be effective from the date of the school's opening.**

As this will be an Academy established to meet basic need, the County Council will be responsible for funding an amount to support pre-opening revenue costs and post-opening diseconomies. The new school will be funded on the basis of estimated pupil numbers in accordance with The Schools and Early Years Finance (England) Regulations.

The County Council's current policy for funding school growth was approved by the Leicestershire Schools Forum in September 2019. The growth policy provides an opening school with one off start-up funding of £125,000 in the year of opening and £9,250 per class for commissioning new classrooms in the second subsequent year until the school grows and is open to all year groups.

The new school will be a recoupment Academy and the annual revenue budget will replicate the County Council's formula for funding schools, subject to protection and additional payments in accordance with the budget policy for academies operated by the Education Skills and Funding Agency.



# Application process

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Academy Proposers wishing to express an interest in the new primary school should do so by completing the application form available online via the following link.

**[www.leicestershire.gov.uk/school-place-planning](http://www.leicestershire.gov.uk/school-place-planning)**

You are advised to read carefully the accompanying explanatory notes before completing your application.

**Please ensure that you complete the Application Form as fully as possible, providing an electronic copy and posting also a full hard copy and short executive summary (maximum two sides A4) to the address provided for submission.**

**Your application should be accompanied by the appropriate signed Form of Proposal and declarations detailed on the Application Form.**

**Please note that the closing date and time for receipt of completed applications is 12 noon on Wednesday 22nd November 2023.**

Having invited Expressions of Interest from Academy Proposers, detailed evaluation will be undertaken in accordance with the assessment criteria provided within this document, and the accompanying Application Form. A three stage process will be followed to determine the County Council's preferred Academy sponsor for the new school, comprising of the initial written application, followed by a presentation and interview by shortlisted Proposers, and a visit to an existing similar Academy that they currently operate. Each stage of the application

process will be allocated a score, and for those Academy Proposers shortlisted to the second stage, the total scores for each stage will be aggregated to determine an overall evaluation mark to determine a preferred sponsor. Further details of the scoring methodology to be used to evaluate are provided within the accompanying Application Form.

This will enable consideration by the County Council Cabinet of a preferred provider.

Subject to the Cabinet's consideration, a submission will be made to the Regional DfE Director (RD), who is acting on behalf of Secretary of State for Education, which will include all proposals received, with the Local Authority's assessment of these to assist the RD in their decision.

The Regional Director for East Midlands, on behalf of the Secretary of State, will consider the local authority assessment and recommendations before deciding which proposer is in the best position to take forward the new school.

Once a decision has been made, the County Council will work closely with the chosen provider and the DfE (through the Education Skills and Funding Agency) to conclude the development and operational details of the new school.

# Proposed timeline

The County Council has alerted the Department for Education of the proposal to establish the new school, and they have confirmed the process and timescales to be followed to ensure that this is available from August 2024. We will work closely with the DfE throughout this process to ensure that all expectations are met.

The table below sets out the expected timeline for the assessment, approval and implementation.

## PROCESS INVOLVED

## PROPOSED TIMELINE

Invitations for Expressions of Interest published	Thursday 5 <sup>th</sup> October 2023
Pre – engagement event	Wednesday 25 <sup>th</sup> October 2023
Deadline for submitting applications	Wednesday 22 <sup>nd</sup> November 2023 at 12:00
DfE input to shortlisting	Thursday 23 <sup>rd</sup> November 2023
Stage 1: shortlisting of applications	Thursday 14 <sup>th</sup> December 2023
Stage 2: Interviews Start (including presentation by and interview of shortlisted Proposers)	Week commencing Monday 8 <sup>th</sup> January 2024
Visits to Academies	TBC (if required)
Decision taken by Cabinet on preferred Academy Proposer	January 2024
County Councils submission of applications to the Regional Director for a decision	January 2024
Regional Director – Approved Applications Announced The Regional Director will notify the preferred provider	February 2024/ March 2024
The County Council will advise unsuccessful applicants	Following Regional Director approval from February 2024/ March 2024
Statutory consultation (required under S10 of the Academies Act 2010)	To be confirmed
Identified Academy Trust to enter into funding agreement with the Secretary of State	To be confirmed
Construction and pre-opening phase for new school	September 2023 – August 2024
New School opens	End of August 2024

The above timescales are subject to confirmation and may change as some specific dates are not in the control of the County Council.

# Assessment criteria

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The County Council will consider the evidence provided by the proposer to satisfy itself that the proposer has the capacity and intention to meet the following criteria:

- The capacity to establish a new school on the basis of high expectations and high performance to continue to drive up standards and excellence within the primary school system, in particular for the most vulnerable children.
- A strong desire and vision to work closely with other education providers in the locality to promote partnership working and community cohesion.
- Evidence of a proven track record of school improvement or sustained high standards and how the proposed governance model will drive and support high standards.

The County Council will submit all assessment information to the Department for Education where the Regional Director will approve a sponsor. The Secretary of State will then enter into a funding agreement with the Academy Proposers.

The DfE will focus on the following criteria:

- The capacity and quality of the proposer. New sponsors will be assessed on their strategic vision, educational capacity and performance, financial planning and operational capacity and governance. The focus for existing sponsors will be on their track record and credibility, capacity to deliver a new project and their local infrastructure to support their proposal.
- The ability of the proposer to deliver on time, to secure best value for money and maintain financial viability. This will need to be made clear in a comprehensive financial plan based on realistic assumptions.
- The proposer's ability to promote high standards as set out in a clear and coherent education plan, and which demonstrates innovation to drive system change. The proposal should give strong, credible evidence that the new school will raise the overall standard of education available in the local area, adding high quality places to the system.



# Delivering excellence in education

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The County Council's vision for Leicestershire is to make this the very best place for children, young people and their families. To achieve this our mission is to ensure that our children and young people are safe, and living in families where they can achieve their potential and have their health, wellbeing and life chances improved within thriving communities.

**We want to appoint an Academy Proposer who will help drive forward and achieve our vision.**

Proposers must have an ambitious vision for the Academy, setting high expectations for both pupils and staff. There should be a strong culture of working in collaboration with other schools and education providers locally and in other parts of Leicestershire. Academy Proposers must also be able to demonstrate their approach to effective engagement with partner agencies and services which contribute to improving children's outcomes in the local area.

Relationships with pupils, parents and carers and other local stakeholders should be open, purposeful and viewed positively by all.

## Leadership and Governance

The County Council regards strong leadership and governance as a key component to delivering improved outcomes for children and young people in our schools.

**All potential Academy Proposers will therefore be expected to provide details to show how they will:**

- Deliver high quality leadership, management and governance.
- Implement strong, effective and dynamic governance arrangements.
- Achieve robust and effective financial management.

## Teaching and Learning

The County Council has an aspiration for all Leicestershire schools to be good or outstanding, and currently almost 88% have achieved this. The new school should expect to be judged by Ofsted to be at least good, with a strong trajectory towards outstanding. The new school should therefore aspire to perform well above national figures against a range of key indicators.

Gaps in achievement and attainment between pupils in vulnerable groups should be as narrow as possible. Pupils should develop good literacy and numeracy skills and attain well in these areas so that they are ready for secondary education. The County Council expects that the curriculum provided should be broad, highly engaging and challenging.

We expect that every child and young person in Leicestershire should be able to access the best teaching, achieve their full potential and, as they become an adult, have opportunities for an independent economic and social life. Through providing the best start in life, whatever their background, all children, but in particular the vulnerable, should be able to thrive at school.

**Academy Proposers will be expected to:**

- Provide a sustainable good or outstanding school with an exciting and inspiring broad and balanced curriculum that meets the needs of all pupils.
- Maintain a rigorous focus on educational standards to ensure that every child and young person achieves their potential and goals and National expectations are met or exceeded.
- Ensure an inclusive learning environment in which all pupils, including those with special or additional educational needs and those with disabilities, are supported and enabled to make appropriate progress.
- Promote good pupil behaviour, and an ethos that fosters their spiritual, moral, social and cultural development.
- Ensure that pupils are kept safe and secure, and away from harm.

- Seek out and share best practice within and beyond the school, promoting innovation and creativity in learning and teaching.
- Implement rigorous processes of self-evaluation and continual improvement, including recognising the importance of children and young people's voice in these processes.
- Ensuring pupils understand how to improve their learning as a result of frequent, detailed and accurate feedback from teachers following assessment of their learning.
- Ensure gaps in achievement for pupils from vulnerable groups are smaller than the national average and continuing to close.
- Attract, retain and develop the highest quality teachers and support staff to ensure good or better teaching and learning, and effective and motivated workforces.
- Make learning as successful as possible through the appropriate use of Information Communication Technology (ICT) in all areas of the curriculum.

## Working in Partnership

All Leicestershire schools are encouraged to work in partnership within strong local collaboratives and/or teaching alliances led by national leaders in education.

**A key component of selection will be the Academy Proposers' willingness to work in collaboration with other providers and local partners to develop services which clearly demonstrate continual improvement, through the sharing of expertise and collaborative working, and which meet the needs of local children, young people and families in a coordinated way.**

### Academy Proposers will be expected to:

- Ensure the school plays a key role within its immediate community and the wider local economy.
- Engage all parents and carers in supporting their child's achievement, behaviour and safety, and their spiritual, moral, social and cultural development.

- Work in partnership with the County Council and other educational providers to contribute towards meeting a collective responsibility to secure the best for all Leicestershire children and young people, fostering strong school to school relationships, and co-operating with Fair Access protocols.
- Develop strategic alliances, partnerships and networks based on a collective moral purpose to better meet the needs of children, young people and families in the locality.
- Fully engage with the new world of system leadership so as to make an active contribution to school-to-school support including peer-to-peer support, network/cluster/partnership working, and the sharing of good practice.
- Support the statutory responsibilities of the County Council to ensure sufficiency of high quality school places and improved educational outcomes through agreed sharing of data and information.

## Building Stronger Communities

The County Council welcomes the involvement of schools in providing community access to appropriate facilities to enhance education and learning.

### Academy Proposers will be expected to:

- Provide access to and use of the school's accommodation for activities outside of school hours.
- Support the County Council in delivering effective early intervention services, ensuring school readiness and supporting our most vulnerable learners and families.
- Work in partnership with wider services such as social care services, health and police to keep children safe, support families and build stronger communities.
- Provide children and young people with the skills they will need to play an active part in their local community and economy.

## Involving Parents

**The County Council expects that potential Academy Proposers will be able to demonstrate their plans and arrangements for engaging parents and carers in supporting pupils' achievement, behaviour and safety and their spiritual, moral, social and cultural development.**

## Accountability

The County Council recognises that statutorily Academy sponsors are accountable through the Education Skills and Funding Agency to the Secretary of State. However the Council nevertheless has a statutory role in supporting parents and families through promoting a sufficient supply of places in good schools, so as to offer maximum choice and diversity. This requires that Academy Proposers are also accountable for their performance to parents, the local community, and to the Local Authority in our role as champions of educational excellence and for the safeguarding and support for vulnerable children and families.

### **As a minimum the County Council therefore expects that:**

- Sponsors/Proposers will attend meetings with Local Authority elected members and/or officers upon request to report on progress of the school.
- Sponsors/Proposers will provide data as requested by the Local Authority to enable the performance of the school to be monitored.
- The Local Authority would be able to attend any meeting established by the Academy Proposer Sponsor to monitor the performance of the school against the issues identified in an Ofsted inspection report.
- Sponsors will respond quickly and positively to any safeguarding concern raised by the Local Authority.

In the spirit of partnership, it is the County Council's expectation that the Proposer/Sponsor would be agreeable to the appointment of a Local Authority Governor to the Governing Body, if so requested.

**The closing date for expressions of interest is 12 noon on Wednesday 22nd November 2023**

# Compliance with legislation

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The Academy Proposer will be required to comply with all relevant regulations and legislation, relating to the development of a new school.

This includes, but is not limited to;

- The Children Act 2004
- Education Act 2011
- Education and Inspections Act 2006
- Data Protection Act 2018
- Equality Act 2010
- Police and Justice Act 2006
- Health and Safety at Work Legislation

**Academy Proposers must have sufficient written policies, procedures and codes of practice in place to enable full compliance at all times with the above, and any other relevant legislation, and to ensure that instruction and guidance for the Academy's staff are available in relation to the functions and activities described in the specification.**

The policies, procedures and codes of practice must be accessible at all times by those staff and must be readily available to relevant members of the public/stakeholders.

## Contact details and further information

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If you would like any further information or would like to discuss your application, please contact either:

**Ted Walker**

**Head of Service, Education Sufficiency**

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Tel: 0116 305 0725

**Ian Sharpe**

**Service Manager, School Organisation**

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## You can view the latest information in a number of ways

Visit us online [www.leicestershire.gov.uk/school-place-planning](http://www.leicestershire.gov.uk/school-place-planning)

Our web pages contain the latest information and developments.

Send an email to [schoolorgservice@leics.gov.uk](mailto:schoolorgservice@leics.gov.uk) to register for the latest news