



**Hertfordshire County Council
County Hall
Hertford
SG13 8DF**

Tel: 0300 123 4043

My ref: School Planning

Date: 16 March 2018

Dear Consultee

Consultation on the proposal to relocate the Primary Support Base at Springmead Primary School to Swallow Dell Primary and Nursery School

We are consulting you on the following proposal:

The relocation of the Primary Support Base (PSB) currently at:

- Springmead Primary School, Hilly Fields, Welwyn Garden City, Hertfordshire, AL7 2HB to:
- Swallow Dell Primary and Nursery School, Blackthorn Road, Welwyn Garden City, Hertfordshire, AL7 3JP.

When would this happen?

It is proposed that the PSB would relocate at the beginning of the autumn term in September 2018.

What is a Primary Support Base?

There are six PSBs located across Hertfordshire as part of the Council's strategy to improve the behaviour and achievement of primary pupils with emotional and behavioural needs in mainstream schools. PSBs are commissioned to provide a range of services including advice and outreach to support children in mainstream schools, a small number of short term 'respite' places and, where necessary, longer term places on the roll of the PSB for pupils with particularly significant and complex emotional and behavioural needs.

Would the provision change?

The provision would remain as at present with the same range of advice and support, outreach services and a small number of pupil places in the PSB.

What would happen to staff?

Should the proposal go ahead, the PSB staff would be able to transfer over from the existing PSB at Springmead to the relocated PSB at Swallow Dell.

Why is this being proposed?

Springmead Primary School is currently in the process of converting to an Academy and it will no longer be possible for the PSB to remain at this school. Swallow Dell Primary and Nursery School is a nearby school which has a suitable and large enough site to accommodate the PSB if relocated. The Head and Governing Body of Swallow Dell Primary support in principle the proposal to relocate the PSB to the school. The distance between the two schools is approximately 0.9 miles¹ so it is unlikely that any existing PSB users or staff will be significantly disadvantaged by the proposed relocation.

The services currently provided by the existing PSB are still required in order to meet the needs and improve the outcomes for local pupils with significant emotional and behavioural needs. The Council is of the view that the relocation of the PSB would have a positive impact for the pupils it serves and for staff, by enabling the re-provision of the services and by providing enhanced education opportunities and improved facilities in the proposed new PSB.

Have your say

You have until 10 May 2018 to let us know your views. The easiest way you can do this is by completing the online response form on our website at www.hertfordshire.gov.uk/consultations. You can tell us if you agree or disagree with the proposal and leave your comments.

If you do not have access to the internet you can visit your local library where free access is available to all Hertfordshire residents. Should you wish to request a hard copy of the response form or need help understanding this information you can email contact@hertfordshire.gov.uk or alternatively please call us on 0300 123 4043. An interpreting service is available for those who need it.

¹ Distance measured in a straight line between the main entrances of the two schools.

Your comments must be received by 10 May 2018. We will not be able to acknowledge or respond individually to your comments but they will be taken into account, as explained below.

How the decision will be taken

This is a consultation and no decision has been made yet. All comments received will be made available to elected members who make the final decision. All responses may be made available in public reports, although personal details will be removed to respect individual privacy.

The following timetable outlines the decision-making process. Please note that meetings marked with * will be open to the public. Although it will not be possible to inform everyone individually of the decisions made, you will be able to access this information throughout the process at: www.hertfordshire.gov.uk/committees.

Process	Date
Public consultation (8 weeks)	16 March – 10 May 2018
Education, Libraries & Localism Cabinet Panel*	5 June 2018
Cabinet* (for final approval)	18 June 2018
Implementation	September 2018

Yours faithfully

Jenny Coles
Director of Children's Services