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## **Lisburne School – Relocation to New Build November 2024** **Consultation on arrangements**

As you are aware we are due to move into the new build and the good news is that we are now able to share that we are looking at moving at the end of October this year. As a stakeholder in the school, you now have the opportunity to share your views on the following consultation.

This consultation has been produced to outline the operational arrangements set out for pupils **and staff** to move to the new building scheduled for 4<sup>th</sup> November 2024.

The purpose of sharing this proposal for those associated with the Lisburne community from September 2024 is to allow for the longest possible window for families to coordinate additional childcare arrangements for the additional days of closure.

The Leadership Team in partnership with the Governing Board and the Local Authority propose to coordinate the move from all three sites to the new building as follows;

Autumn Term commences **Wednesday 4<sup>th</sup> September 2024** **School Open**

Children will attend school on either of the three existing sites. Offerton Site, Hollywood Park Site or Overdale Site. There will be a total of 216 pupils on roll accommodated across the three sites and accessing full time education.

Autumn Term 1 will finish for the children on **Wednesday 16<sup>th</sup> October 2024**. School will remain open for staff who will use Thursday 17<sup>th</sup> and Friday 18<sup>th</sup> October to pack the school ready for the removal companies to relocate resources to the new site.

**October 21<sup>st</sup> – 25<sup>th</sup> October Half term break for all pupils** **School Closed**

School will be closed to the children as staff continue to manage the removal and set up arrangements for the essential resources to be relocated to the new build. Three removal teams alongside Senior Leaders will oversee the managed move to the new site from the existing three sites currently in use.

**October 28<sup>th</sup> – 1<sup>st</sup> November Essential Staff Training** **School is closed to all pupils.**

All staff will be on site and resuming full working hours to ensure that essential training is in place ahead of opening week beginning November 4<sup>th</sup> 2024.

Staff teams to relocate resources, set up learning spaces across all 5 days, and meet in teams to coordinate timetable arrangements and staffing plans.

Full staff tours. Departmental plans shared and timetabled spaces identified across all staff teams.





**Monday 28<sup>th</sup> October and Tuesday 29<sup>th</sup> October INSET **School is closed to all pupils****

Whole school training incorporating:

- New equipment Health and Safety Training
- Staff orientation.
- Relationships and Team Development (mixing site staff)
- Restorative Practices
- Relocating resources
- Setting up learning spaces
- Timetabling arrangements

**Wednesday 30<sup>th</sup> October **School is closed to all pupils****

Staff engaged in training and development meetings including;

- Transport planning, arrangements and test runs with SMBC Transport morning and evening procedures.
- Lunchtime and break time rotas, arrangements and timings
- Pathways and essential timetabling overviews shared with relevant teams
- Therapy and health team input linked to procedures and routines

**Thursday 31<sup>st</sup> October 2024 **School is closed to all pupils****

Whole school safeguarding training incorporating:

- Risk Assessments to approve/ sign off.
- Fire Drill – without children
- Lockdown procedures – without children
- Communal storage use and access
- Policies and procedural information sharing
- Evacuation training
- Essential equipment training

**Friday 1<sup>st</sup> November 2024 **Partial Opening****

School will open for the following groups

Half the school population from all pathways COHORT A

**Week October 28<sup>th</sup> – November 1<sup>st</sup>**

- **Remote Learning Offer for all children**
- **Signposted therapies/ activities to support children**

To run alongside the staff training on the new site – using the original site/ mobile classroom spaces situated to the left of the car park entrance shared with Dial Park.

3x classrooms in use to provide additional support for identified learners





**Week beginning 4<sup>th</sup> November 2024 – Partial Opening**

Monday 4<sup>th</sup> November School Partial opening will open for the following groups  
Half the school population from all pathways COHORT B

**Tuesday 5<sup>th</sup> November Open WHOLE SCHOOL IN ATTENDANCE**

The school will require the equivalent of two full weeks to move the essential resources and to reallocate to new classrooms from the three sites. This means that in order to move safely and to ensure the relevant, statutory and necessary training alongside routines, protocols and other essential information is shared for all staff and arrangements in place for all learners the school will be closed to all pupils from Thursday 17<sup>th</sup> October until Thursday 31<sup>st</sup> October.

School will offer a scheduled opening for groups of children in a graduated form to ensure that learners are able to transition to new surroundings and become familiarised with the new setting and location in a more controlled environment.

This approach allows all senior leaders the opportunity to liaise and support in all phases of school. This means that key messaging around safety and procedures are delivered accurately and consistently.

Learners are supported by key staff at all times of transition and additional staff may be allocated to support learners with severe and or complex needs. A graduated response to reopening allows for agency teams, therapeutic practitioners and those who support learners in addition to the classroom experience can access all relevant and compulsory training ahead of operating full time.

**Changes to the school day from September 4<sup>th</sup>**

School day will now start 8:30 am and finish at 2:30pm

The timings of the school day have been arranged to support the following mitigations, ensuring a safer arrangement for the Lisburne school community and neighbouring schools.

**Transport Arrangements**

After consultation with Castle Hill School, Special Secondary provision that is co-located on the same site. The school day timings will allow for school transport operatives to drop off and pick up at the site without adding to unnecessary congestion. Both schools will be able to coordinate staff entering and exiting the sites at intervals to reduce additional traffic centred around the site. This will also reduce further anxiety around parental / stakeholder parking from the third school situated close to the site, Fairway School. Lisburne learners, parents and staff should be able to access and leave the site without contributing to further congestion or a potential bottle neck of traffic at specific flashpoints in the school day.





**Proposed Term Dates – To align with the closure of the existing sites and opening of the new site.**

**Autumn Term 2024**

School opens September 4<sup>th</sup> 2024  
School closes for the children October 16<sup>th</sup> 2024

School partially opens November 1<sup>st</sup> 2024 (See above)  
School closes December 20<sup>th</sup> 2024

**Spring Term 2025**

School open January 6<sup>th</sup> 2025  
School closes February 17<sup>th</sup> 2025  
School open February 24<sup>th</sup> 2025  
School closes April 11<sup>th</sup> 2025

**Summer Term 2025**

School opens Monday 28<sup>th</sup> April 2025  
School closes Friday 23<sup>rd</sup> May 2025  
School opens Monday 9<sup>th</sup> June 2025  
School closes Thursday 24<sup>th</sup> July 2025

**INSET Days (5)**

Monday and Tuesday 2<sup>nd</sup> and 3<sup>rd</sup> September INSET 1 & 2  
Monday October 28<sup>th</sup> INSET 3  
Friday 3<sup>rd</sup> January INSET 4  
Friday 25<sup>th</sup> July INSET 5

If you have any comments or questions please use the consultation form at the end of this letter.

Thank you for your continued support and cooperation at this exciting time.

Yours sincerely

Samantha Benson  
Headteacher

Joan Pritchard  
Chair of Governors





**Below we have put together a few questions that you may have about this consultation.**

## FAQs

### **Why can't the children start the new school straight away in September?**

Unfortunately, the new building will not be ready for a September start. The complexity of the build along with additional site design to assist in the compatibility of being situated alongside existing schools' sites means that work will not be completed and signed off until just before half term.

It therefore makes sense to make the move around the half term break.

### **Why can't the children move straight into the new build straight after half term?**

Unfortunately, the completion of the new build and the final snagging arrangements coupled with the hand over of the keys means that there is no time prior to the half term to allow staff training time and access on site.

The team have the task of moving three whole sites into a brand new one, moving furniture and resources to a single site, setting up the IT network, ensuring medical kit and accessories are in place and making sure that everything is fully operational ahead of introducing children to the school site.

The nature of moving children with complex learning needs means that the Lisburne team must ensure that all statutory and compulsory health and safety training is in place ahead of the move into the new building. All potential risks must be fully assessed and the team must engage in essential training.

The fact that up to 40 taxis and minibus services will be engaged to deliver and pick up the children from and to the new site means that we will have to stage several runs to look at the most efficient routes, saving time, reducing emissions and accessing the site to reduce any potential congestion. This will be part of the planning, training and operational guidance for staff to attend.

The new site has an impressive footprint, housing twenty six classes as well as therapy spaces, planning spaces and shared access spaces too. In order to make sure that learners know the footprint of the building they will need to access the space in smaller groups, understanding their entrances and exits and the use and purpose of the new building spaces.

### **Why can't the school relocate over half term so that everything is ready to go from October 28<sup>th</sup>?**

Our estimates indicate that we will need the bulk of the half term break to liaise with contractors around the health and safety regulations and to get to know the site and how it all works. The contractors have stipulated that the full complement of staff cannot access the site until Monday 28<sup>th</sup> October.

If all staff are involved in essential training we cannot release adults to work with the children at the same time. The team are made up of highly skilled colleagues who have already undertaken a wealth of training to be able to support our young people. We cannot bring in additional teams to support the children as this, we believe, would be detrimental to their care and their support.

### **What support is there from school whilst it is closed?**

Whilst the school is closed, we shall be offering a range of home learning activities and tasks as well as signposting some further activities and resources for the children to access.





**What support is there for families who may struggle to access additional childcare or take paid time from work?**

For families identified who meet specific criteria the school will offer a reduced provision supporting childcare but still offering the remote package. The venue for this outreach offer is yet to be determined but will be within the localities of the existing Lisburne provision.

The Lisburne team aim to work in partnership with Social Care and Stockport Family to ensure that support and contact is available throughout the closure period.

**Why doesn't the school pool all training days to reduce the number of additional closure days?**

It has been a very difficult decision to consider the least disruption for learning for all of the learning community at Lisburne. The additional INSET or training days allocated have been planned in to ensure the staff at Lisburne gain essential professional development and training that immediately supports and impacts on the children in their care.

Many of the staff will be working way beyond their directed and paid time throughout the year, especially in the preparation to move to the new site and once the children are fully integrated in the new site. The school has a very comprehensive and tight professional development offer that gives no opportunity to lose essential training days.

**Why not change over the half term holiday dates to make October two weeks and Whit/ May Bank holiday one week?**

This wouldn't solve the problem of closure days. It just moves dates around. Many staff would be required to rearrange their personal arrangements both for annual holiday arrangements and for their own childcare plans as there would be very few Stockport primary settings taking the same holidays.

Having two weeks holiday doesn't change the need for essential training which would need to be directed as time and then impact of staff pay and conditions as determined by DfE and union representatives.





### Information in brief

- Sept 4<sup>th</sup> School opens to pupils on current 3 sites. New timings 8.30am to 2.30pm
- Wednesday October 16<sup>th</sup> Last day of school for children
- Thursday 17<sup>th</sup> and Friday 18<sup>th</sup> Staff to pack school ready to move
- Oct 21<sup>st</sup> to 25<sup>th</sup> Half term for all pupils and staff
- Monday 28<sup>th</sup> October to Thursday 1<sup>st</sup> November School closed to pupils for essential staff training and setting up new school.
  - **Replacement Holiday Scheme for Children**
  - **Remote Learning Offer for all children**
  - **Signposted therapies/ activities to support children**
- Friday 2<sup>nd</sup> November School open to Cohort A at new build
- Monday 4<sup>th</sup> November School open to Cohort B at new build
- Tuesday 5<sup>th</sup> Whole school in attendance at new build





## Consultation Feedback Form

### Proposal for Lisburne School Relocation to new build arrangements

Please let us know your views regarding this proposal

Name.....

Contact details.....

Parent/Carer   Staff   Other please state.....

**Please use this box to provide any questions or comments you wish to be considered.**

*Examples of the types of questions you may wish to consider could include:*

- Do you have any questions or comments regarding changes that your son / daughter might experience?
- Do you have any other comments that you would like the Governors to consider?
- Do you have any outstanding questions about the proposal?

Your completed response form should be returned via email to [LSConsultation@lisburneschool.stockport.sch.uk](mailto:LSConsultation@lisburneschool.stockport.sch.uk) or handed into the school office by no later than **3pm on Thursday 11<sup>th</sup> July 2023**. Please ensure the email subject box or envelope is entitled "Consultation response"

Thank you for taking the time to respond to the consultation.

