

School organisation proposals



Llywodraeth Cymru
Welsh Government

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Five steps to making changes to your school

Introduction

The Welsh Government wants all children and young people in Wales to have the best education they can have. To help make this possible they want all schools to be the best they can be.

Sometimes schools have to change to make this happen.

Local authorities (sometimes called 'the council') are in charge of schools in their area and they have to make decisions about their schools.

In some places new schools are needed or schools need to be made bigger to make room for all the children and young people who need a place to learn. In other places, schools are no longer needed or the buildings need too many repairs.

The law says that to make any changes to a school, a local authority has to let everyone know about the changes they want to make before they happen.

This is called a
'school organisation proposal'.

Local authorities need to make a 'school organisation proposal' if they want to do things like:

- open a new school
- make a school bigger or smaller
- close a school and move the pupils to another school
- add or take away a 6th form from a secondary school
- add or take away special educational needs (SEN) units or classes
- change the language used in school from English to Welsh or Welsh to English.

Local authorities do not need a 'school organisation proposal' to make changes like:

- painting the school a different colour
- making repairs to buildings or
- adding trees or play equipment to the playground.

This booklet lets you know the steps that local authorities have to take as part of making a school organisation proposal so they can change a school.

Step 1

Step 2

A local authority has to let people know what they want to change so that people can say what they think about the plans, if they want to.

This includes local authorities telling governors, teachers, school staff, parents, families in the community and you!

When a local authority wants to change a school in your area they should make sure that children and young people have a chance to have their views heard, especially school councils. This includes making sure that the information is easy to find, up to date and is written in a way that everyone can understand. They should also say how you can respond.

This step takes 6 weeks.

After the six weeks the local authority should look at everyone's comments and views and decide if they think the changes should still happen.

Did you know?

The UNCRC (United Nations Convention on the Rights of The Child) is a worldwide agreement that says that all children and young people have rights.

Article 12 of the UNCRC says that children and young people have a right to have their voice heard and listened to in decisions that affect their life. We think this should include decisions about your school.

Step 3

The local authority will then write a report and put it on their website.

The report will tell everyone:

- the main comments and views that they got back, and
- how these will affect the changes they want to make.

Step 4

If the local authority still decides to go ahead with the changes, they have to put up a legal document called a 'statutory notice' telling everyone.

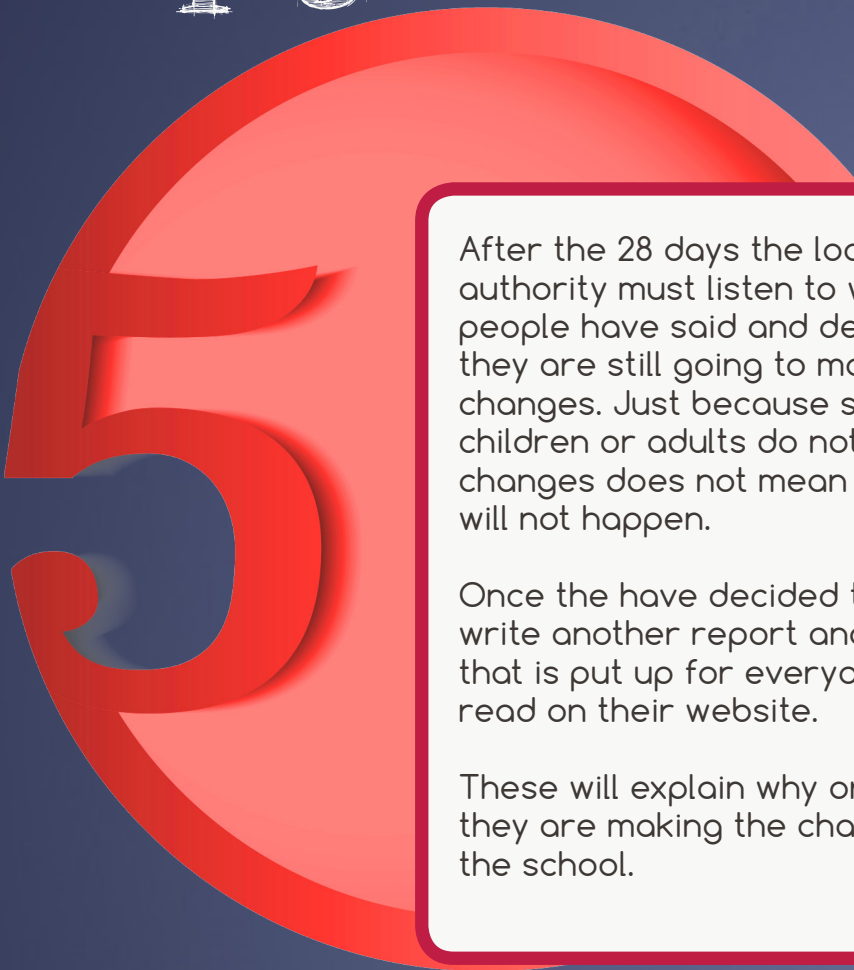
This gives anyone including children and young people a second chance to have a say on why they think the changes should not happen or tell the local authority anything else they think they should know before they make the changes. If they need it, children and young people should be able to get help to do this from an adult.

This step takes 28 days.

Did you know?

If a school has less than 10 pupils and the local authority thinks it should close it does not need to do steps 1-3. The local authority can go straight to putting up a 'statutory notice' but then they must make sure that everyone knows so they can still say what they think.

Step 5



After the 28 days the local authority must listen to what people have said and decide if they are still going to make the changes. Just because some children or adults do not like the changes does not mean that they will not happen.

Once they have decided they must write another report and letter that is put up for everyone to read on their website.

These will explain why or why not they are making the changes to the school.

Conclusion

Any changes that a local authority want to make must show how their changes will help children and young people to get the best education possible and help schools in their area be the best they can be.

Thanks for reading this booklet

To read the full document, go to:

<http://goo.gl/NUGWkj>