

**SCHOOL ORGANISATION PROPOSALS: PROVISION FOR
CHILDREN AND YOUNG PEOPLE WITH ADDITIONAL LEARNING
NEEDS (ALN)**

**COMPLEX LEARNING NEEDS AND AUTISM SPECTRUM
CONDITION PROVISION FOR PRIMARY AND SECONDARY AGED
PUPILS**

Appendix 4 – Notes of Pupil Engagement



**Schools Programme
Record of Virtual Meeting
Moorland Primary School Pupil Engagement
Additional Learning Needs - Moorland Primary
15 November 2021**



Present: Rosalie Phillips (SOP), Hibah Iqbal (SOP), Ceri Tanti (SOP), Rachel Burgess Willis (SOP), Moorland Primary Y5 pupils

Please note: The following is not a transcript but a contemporaneous note of the meeting

The meeting was held via Microsoft Teams

Welcome and Introductions

SOP officers met with a Year 5 class at Moorland Primary School to talk with pupils regarding the consultation to provide additional places for ALN.

Officers gave a presentation, explaining proposals as they relate to Moorland Primary School. The proposal is for an SRB for children with complex learning needs to be added. It is also proposed that the nursery building be replaced.

The pupils had a number of suggestions and comments to make:

Good things about the proposal

The pupils identified the following:

- It would allow more children to come to Moorland.
- More children would have access to a good education.
- Children with additional needs can get the specialist help that they need.
- Will have the chance to mix and play with other children and have more learning opportunities.
- Children with additional learning needs should have the same opportunities that the children in Moorland have.
- Good to have the chance to meet more people and make more friends.
- Excited to see what the new yard will look like.
- Even though the yard might be getting smaller it is exciting to have more children coming to the school.
- Everybody in the class is kind and would like to meet the new children and make them feel welcome.
- Will give children an opportunity to learn more about children with additional needs.

Things which could be better / Any concerns

The following points were raised

Concerned about where the nursery children will go when their building is knocked down, and whether it will affect the rest of the school.

RBW - this would be carefully planned with the school.



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If there are more children on the playground and the playground is getting smaller, could there be more injuries?

RBW - this is something the Council and the school need to think about, however the school site is large enough and don't think that this will be an issue.

Some younger children being with older children might not be a good idea.

RBW - there was the option to look at staggered playtimes.

Worried that if there are more children there would be more cars coming to the site, traffic and parking issues.

RBW - there would be more journeys however families are encouraged to walk, and everyone will be kept safe.

Concerned about what will happen with breaktimes during the building work; will it affect pupil's playtimes?

RBW - the Council has lots of experience of working on school sites; a full safety assessment would be in place to ensure that pupils can still play during breaktimes.

If there are lots more children coming to the school, will it make the school too busy when arriving and leaving the school?

RBW - the school site was large enough and the Council will work with the school to make sure everything works.

Construction noise might affect the pupils' learning.

RBW - there would be some noise, but every effort will be made to minimise disruption as much as possible.

How long will the build take?

RBW - we needed to check this and will let your teacher know

There were no further questions, RBW thanked the Year 5 pupils and the meeting closed.



Present: Rosalie Phillips (SOP), Ceri Tanti (SOP), Willows High School pupil representatives

Please note: The following is not a transcript but a contemporaneous note of the meeting

Welcome and Introductions

Officers explained that there is a need for further ALN places across the city, and as part of the proposals, it was proposed to establish a 30 place SRB at Willows High School in 2023. The base would be established at the current school site, before the school moves to its new buildings. The places will be for pupils with complex needs such as learning, communication, sensory or physical disability. The pupils may spend all or part of their time in the SRB; this will depend on their level of need and what is appropriate for them individually.

The pupils were asked whether they had any queries, concerns or questions.

Questions and answers

Comment - the walkways are flat but there are a lot of stairs at Willows. There is a lift but only a limited number of people have the access card for this. It would be a good idea for the SRB to use a downstairs classroom as it would be easier for them to access.

The group were asked whether they were concerned at a further 30 pupils joining the school.

They agreed that there was sufficient space in terms of classrooms, but that the canteen was crowded at lunchtime. There was a suggestion that the SRB pupils could go to lunch at a different time so that they could avoid the crowds.

Officers asked whether it would help for the mainstream pupils to have more information on the type of needs the SRB pupils may have?

There were concerns that this may compromise the SRB pupils' privacy, but the group also felt that it might be useful to have general information to help give them an understanding of the needs that pupils in the SRB might have, as it would help to integrate the SRB pupils into the school if mainstream pupils understood their needs.

The group mentioned that some of the hallways are narrow and often get crowded.

There was a discussion about SRB pupils joining mainstream classes. One pupil commented that the learners from the SRB may feel more comfortable in their own class rather than attending mainstream lessons as the mainstream pupils may not understand their needs.



**Schools Programme
Record of Pupil Engagement
Willows High School
28 January 2022**



Another pupil said that the SRB pupils might not like always being separated, as they may already feel different from other pupils, and they might feel more part of the school if they joined in with mainstream.

There was a suggestion that if SRB pupils attended mainstream classes that these should be smaller classes so that it's not too overwhelming for them.

There were no further questions or comments.

Officers thanked the group for their time and input and said that the feedback would be fed into the consultation report that will proceed to the Council's Cabinet in due course.

The meeting came to a close.



Present: Llanishen High School pupils (school council), Andrew Mee (teacher), Rosalie Phillips (SOP), Shirley Karseras (SOP)

Please note: The following is not a transcript but a contemporaneous note of the meeting

Welcome and Introductions

Rosalie Phillips (RP) opened the meeting, introduced Council officers and explained the role of school planning. She told the pupils that there were proposed changes to ALN provision across the city and what this would mean for their school. She explained that the purpose of the meeting was to gather their views on these changes and to record them as part of the consultation summary report that would go to Cabinet.

She explained that there was an increase in ALN provision needed due to:

- An increase in the need for ALN as more children were identified in the current population
- There is population growth and therefore a greater number of ALN within this population
- Cardiff has a wide range of ALN provision which can attract families to move here to access these facilities

Questions and Answers

Question/Comment 1

Believe that both the ASC and hearing impairment units within the SRB are very well integrated into the wider school community. The position of the SRB is central to the school which is important. From experience, in A-level class, where there are students from the ASC and hearing impairment unit, there is no academic difference.

Question/Comment 2

There are pupils from the SRB in my form class. I have noticed that the physical size of the classrooms can become a challenge when they have their individual teaching assistants (TA's) with them. The SRB is very good as long as the classrooms used can accommodate the TAs that are needed to support the learning needs of those pupils.

Question/Comment 3

Sibling accesses the SRB at Llanishen High School. The provision here is much better than at primary school. I think it is good that pupils integrate with the rest of the school and that sibling has their TA with them as they know their needs. I think all pupils in the school should have more education about the SRB and the needs of the students who use it. This would mean that they could be more supportive towards them and maybe help more.



**Schools Programme
Record of Virtual Pupil Engagement Meeting
Llanishen High School
25 January 2022**



RP – it is clear to see that you are very supportive of the SRB. Do you think 45 students is/would be too many?

Question/Comment 4

I am aware of comments that were made by a TA who worked in the ASC unit, stating that they were overstretched. It is therefore important that the SRB is sufficiently resourced to cope with the increase to 45 students.

Question/Comment 5

It is imperative that any increase in student numbers at the SRB should not have a negative impact on the students accessing it. If there were to be strains put upon the staff and resources in the SRB, such as less 1:1 time or less space for learning, then this could have a negative impact. Any increase in ALN pupils should not impede the provision offered and quality of teaching and learning.

There were no further questions or comments.

RP thanked the pupils for their feedback and brought the session to a close.



Present: Ysgol Glantaf pupil representatives, Rosalie Phillips (SOP), Cerys Richardson (Admissions)

Please note: The following is not a transcript but a contemporaneous note of the meeting

The session was held in Welsh at the request of the school

Welcome and Introductions

Officers met with mainstream pupil representatives from Ysgol Glantaf. Cerys Richardson opened the meeting and welcomed pupils. She outlined details of the proposed establishment of additional Specialist Resource Base provision at the school for pupils with autism and advised that we were seeking their views on behalf of Cardiff Council as part of the public consultation.

Discussion Points

The following points were raised:

Q – how many pupils would be attending the resource base

A – 30

Q – where would the new resource base be built?

A – this hasn't been decided yet; this will be agreed with the Headteacher and Governing Body

Q – when would it be built?

A – the new base would open in September 2023.

Q – what age would the pupils be?

A – pupils would be from Y7 up to sixth form

Q – would they all start at once; would there be 30 pupils starting straight away?

A – the resource base would be able to accommodate up to 30 children but likely to start with fewer pupils initially.

Q – would pupils in the Autism base have the same teachers as the existing resource base?

A – there would be additional funding for teaching and support staff to work within the new base but likely that they would link with the existing base and access resources in the main school.

Things the pupils' thought would be beneficial

The pupils identified the following:



Schools Programme
Record of Engagement Meeting (Mainstream Pupils)
Ysgol Glantaf
31 January 2022



- The specialist resource base pupils being able to access school resources e.g., the playing field
- The specialist resource base pupils being able to access Welsh-medium education
- The opportunities it would give the pupils in the existing specialist resource base e.g., better facilities
- The specialist resource base pupils being able to be part of a mainstream school, study and make friends

Things that were a cause for concern

The pupils weren't worried about any potential in traffic however they did identify the following:

- The school was already busy, and they didn't think it would make much difference for there to be an additional 30 pupils, however there could be some impact
- The location of the specialist resource base provision; if it was put in the wrong place, they could lose access to some important school resources

There were no further questions. The pupils asked where they could find further details of the proposed changes and were directed to the Council website.

The session closed and officers went to meet with pupils from the existing specialist resource base at the school.



Present: Ysgol Glantaf pupil representatives, Rosalie Phillips (SOP), Cerys Richardson (Admissions)

Please note: The following is not a transcript but a contemporaneous note of the meeting

The session was held in English at the request of pupils

Welcome and Introductions

Officers met with pupils from the existing specialist resource base at Ysgol Glantaf.

The session was held in English at the request of the pupils.

RP opened the meeting and welcomed pupils. She explained the proposal for another additional Specialist Resource Base at the school which would be for pupils with autism and told the pupils that we wanted to know what they thought of this.

Discussion Points

The following points were raised:

The pupils liked the idea of having an additional resource base at the school and would be happy to share. They benefited from their lessons, the support of their teachers and staff and had lots of opportunities which would be good for other children and young people also.

They said it would be good to have more people for sport teams e.g., rugby and to do activities.

They liked the idea of new accommodation as there needs to be more space for the number of children.

They thought that the new accommodation should include the following:

- An outside area
- A garden area
- A wildlife habitat
- Better wi-fi
- Access to PC's/laptops to be able to do longer pieces of work
- Quiet spaces for when they needed some space
- Kitchen area
- A welcoming area/coffee shop in the welcome area like the one in the main school
- A sensory room
- More toilets/changing areas (one is not enough)
- Exercise/trampoline area (could this be in the floor)
- Different type of classroom spaces e.g., 1:1 and groups learning



They asked how the building would work, would the two specialist resource bases be separate or together

RP advised that the design of the new accommodation was being discussed with the Headteacher and staff and no decision had been made on this.

There were no further questions/comments.

RP explained what would happen next, thanked the pupils and the session ended.



Present: Rachel Burgess Willis (SOP), Hibah Iqbal, Meadowbank Special School pupils, Meadowbank Headteacher, Meadowbank teaching and support staff

Please note: The following is not a transcript but a contemporaneous note of the meeting

The meeting was held via Microsoft Teams

Welcome and Introductions

The school had done work with the pupils prior to the session to explain the proposals and to discuss their thoughts/feeling on the proposed changes.

The children understood the proposed changes and had come up with the following points:

Good idea

When you go high school, we might run out of children
There will be more friends
More Children in school to play with
Share the scooters a good thing

Bad Idea

The children will be strangers
No more room in the school

Where would they go?

In the dining hall
Build a new class and have more teachers
In the car park
Build a second and third floor
In the courtyard and build a tunnel
On the grass
The orchard

Where would they play?

Other side of black fence. Too muddy

There are going to be new classrooms built. Do you have any questions?

What are we going to name the classes?
Where do we go for taxis?
Where are they going to eat?
How do we buy a new taxi?
Will there be more toilets?
Will there be lots of noise?
Can you make it safe?

Questions and answers on the day



Headteacher - lots of pupils think it is a good idea, very happy

Q- Worried teachers cannot take care of all the pupils

RBW- will look to see how many teachers are needed, may need new ones.

Comment - More friends

Comment - Worried about running out of children after year 6 pupils leave.

RBW- Lots of children want to come to Meadowbank, if we make more places they will come.

Head- they are worried about strangers, having new staff can be worrying, they like current staff

Head- Children are worried there will be no room for more pupils. We have spent time making classrooms bigger, breaking down walls.

RBW- Will make sure there is enough room.

Head- New pupils learn in different ways, particularly young children, they want more scooters, play equipment and bikes.

Are there going to be more toilets?

RBW- Will plan with builders to ensure there are enough.

Comment - Want more children to play with.

Head- Lack of space in school, was built for 40, now have 50. Where would pupils have lessons? New building or do we build upstairs?

RBW- The Council will work with the school on this.

Head- they were worried about joining buildings together, one child suggested a tunnel to connect new building. We have had a new kitchen. Pupils are worried we will not have another, how will we feed new children? Worried it will be too noisy, some pupils don't like noise.

RBW- this will be carefully considered so noise and disruption is minimised.

Head- Children asking where new pupils will have lunch if the current lunch hall is too small?

RBW- We will find out and get back. Very important that you are questioning. Will be worked out with Headteacher and staff.

Head- How long will it take?

RBW- It is for September this year.

Head- We are having two temporary classrooms, so the new build is ready by March. Important that we build up gradually.

RBW- Glad you have been talking to planners while building work is going on.



Head- Hoping to have six more classrooms, making school twice as big. We have thought about class sizes. Will provide outdoor area, there is no foundation phase provision for Foxglove class. This will help new pupils in September. Outdoor areas will be linked together so children can play together.

Comment - We need more teachers and names for the new classes.

Head- We're going to have double, concerned about space for taxis. We have three big minibuses, lots of taxis and parents' cars. If we have twice as many pupils, where will cars go? Will also need to find special teachers. How will we get food from dinner hall to new building, food would get cold, and some pupils struggle to walk sensibly and with hot food.

RBW- We will take these questions back to Council, perhaps look at another kitchen. What would you like at the school?

The children would like the following:

- Playground space
- More scooters
- More bikes
- More friends
- A spider swing
- A slide
- A pool
- don't damage the school trees

There were no further comments/questions and the sessions ended



Introduction

Given the needs of pupils attending The Hollies and the ongoing Covid restrictions it was agreed with the school that the views of pupils on the proposed changes to the would best be gathered by their teachers and support staff.

The school provided the following information on 28 January 2022

The Hollies Pupils Voice

Several members of the School Council met this week to discuss the proposed changes to the Hollies School – increasing the number of pupils to 150.

The pupils discussed the need for more and bigger classrooms as well as the need for more tables and chairs for the pupils.

One pupil commented that the school would need more staff for the extra pupils.

They were asked if they had any questions about the changes. They asked if they could have more things to play with (share) outside for the extra pupils.

They asked if it would mean more cars in the car park, and would the car park be bigger?

Overall, they thought it was a good idea. They said that they would have more friends to play with but also said that this could mean that school would be noisier and busier with extra pupils.



Present: Rosalie Phillips (SOP), Ceri Tanti (SOP), Llanishen Fach pupil representatives, ALN class teacher, Headteacher

Please note: The following is not a transcript but a contemporaneous note of the meeting

The meeting was held via Microsoft Teams

Welcome and Introductions

Officers opened the meeting by explaining that at the school there is a ALN class called Dosbarth Enfys. There are more children across Cardiff who need a space in an ALN class, and the Council is consulting on making more places available across the city. The Council is proposing to increase the size of the class at the school from 20 pupils to 30 and want to talk to the pupils about whether they thought this was a good idea and if they had any concerns, questions or comments.

Questions and answers

Q: Will the size of the playground change?

A: Not sure. Officers would need to come out and look to see what new accommodation is required but would prioritise keeping playground size as big as possible.

Comment: Would need extra seats in the dinner hall.

A: Yes, would need more spaces, or the school may decide to manage dinner time by having different times for different age groups.

Q: The teacher from Dosbarth Enfys said that integration is a key part of what we do; how we can support integration with more pupils? How would school be supported?

A: Colleagues in Additional Learning Needs team would be providing support and will pass on query to them.

Comment: Would need more toilets too.

A: Yes, we would need make sure there's enough space, staff and facilities for everybody at the school.

Pupils agreed that it's a good idea to give more children the opportunity to come to the school.

Teacher: children in Dosbarth Enfys buddy up with mainstream pupils and join classes. Having more space and more pupils is positive, part of the life of the school. The pupils agreed with this.

Q: Would there be more children coming into classes?

A: Yes, there might be one or two more per year.

Q: Will Dosbarth Enfys have enough space outside on the playground?



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Record of Virtual Pupil Engagement
Llanishen Fach Primary School
28 January 2022**



A: The Council has to follow guidance for schools which sets out how much space, classroom size, toilets, and outside space there must be. Will plan to ensure there is enough space in all areas.

Q: One pupil commented that younger pupils in Dosbarth Enfys would have a long way to walk to join the mainstream classes as the class is at one end of the building and the youngest classes are at the other end.

A: The Dosbarth Enfys teacher explained that the plan is for some of the younger classes to move into new area. Council will work with headteacher and school to work these details out.

Q: Y5/Y6 had lots of questions about configuration, whether they will be one floor or two, if the building becomes longer could current routes around the building to entrances be cut off etc.

A: We cannot answer detailed questions on layout, but we can ask officers in the team for their input and reply to teachers with what is currently planned.

Q: What impact will there be on the school while building work is happening and how will pupils be kept safe?

A: The Council has lots of experience of building work on existing schools. Health and Safety officers will ensure there is fencing, and the builders will be trained in health and safety in order to keep everyone safe.

Q: Will we need extra radiators?

A: The headteacher said that Quantity Surveyors who help plan building works are currently on site looking at what extra radiators etc will be needed.

There were no further questions. Officers said that the comments from the pupils would be put into the report to be sent to Cabinet and that we would inform the headteacher when this is done.

The group was told that if they had any further questions that they thought of after the meeting they can let their teacher know so that the questions can be emailed to officers, and we will reply via the headteacher.

Officers thanked the group for their questions and input and the meeting came to a close.



Present: Rosalie Phillips (SOP), Hibah Iqbal (SOP), Springwood Primary School pupil representatives, TA

Please note: The following is not a transcript but a contemporaneous note of the meeting

The meeting was held via Microsoft Teams

Welcome and Introductions

Rosalie Phillips (RP) opened the meeting, introduced Council officers and explained the role of school planning. She told the pupils that there were proposed changes to ALN provision across the city and what this would mean for their school. She explained that the purpose of the meeting was to gather their views on these changes and to record them as part of the consultation summary report that would go to Cabinet.

Questions and answers

So you want more pupils to learn in the school?

RP- Yes, more pupils your age who need extra support.

Where will the pupils go?

RP- You already have a base in your school, for 25/ 26 children with autism. Children from the base use that space but they may also use some other areas of the school e.g., library, outdoor space, canteen.

Are you trying to make the base bigger?

RP- Yes

Do you have to employ more staff?

RP - There will need to more staff in line with the number of pupils. Your headteacher will look at the number of pupils and then work out how many staff are needed.

Do you have to make another classroom?

RP- some other people from our team will visit the school and plan for what is needed.

When are you going to make a special school in Cardiff?

RP- We are doing that as well. There are two other special schools in Cardiff, the Hollies, and Ty Gwyn, which we are also making changes to, making those schools bigger too; also going to look again to see if we need more spaces in the future.

TA- When do staff have a voice on this?

RP- There was a governing body meeting yesterday, there is a response form on the council site, or you can email us separately.



**Schools Programme
Record of Virtual Pupil Engagement
Springwood Primary School
21 January 2022**



TA- When you hit the 28 capacity, what happens then? This is an area that's rapidly growing.

RP- There will be discussions with the school about the number of children, how best to accommodate pupils and what facilities are needed etc.

There were no further questions, RP thanked the pupils and the session ended.