

Leicester  
City Council

WARDS AFFECTED – All Wards

OVERVIEW SCRUTINY AND MANAGEMENT BOARD

19<sup>th</sup> March 2009

CABINET

30<sup>th</sup> March 2008

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## ADMISSIONS ARRANGEMENTS FOR ENTRY IN 2010/11

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### Report of the Interim Corporate Director for Children and Young Peoples Services

#### 1.1 Purpose of the Report

As Admissions Authority for the majority of maintained schools in the City Leicester City Council is required to consult upon and publish its admission arrangements for entry in September 2010/11 by 15<sup>th</sup> April 2009.

This report briefs Cabinet on the outcome of the recent Consultation exercise on Admission Arrangements for 2010/11 and seeks immediate approval for the publication of City Council admission arrangements for 2010/11.

Members will wish to note that the proposals within this report are informed by recent demographic and roll projection analysis undertaken as part of the Authority's ongoing Strategy for Change and Primary Capital Programme developments that will see some demographic growth and significant investment in City schools over the next 10 years.

#### 1.2 Recommendations

Recommendations for consideration are detailed in Section 3,4 & 5 and are summarised below.

CDB/ OSMB are asked to note and comment upon the recommended changes;

Cabinet is asked to approve the revised Admission Arrangements for entry to City schools for September 2010 as detailed below:

1. Variations to admission numbers in a small number of City primary schools to improve class organisation and assist school improvement (these changes are detailed in Section 3 and at Table 1 below). Admission numbers for all schools to be as detailed at **Appendix A**;

2. The introduction of revised mid-term admission arrangements across all phases from September 2009;
3. Variation to the current sibling over-subscription criteria at secondary transfer such that a cut off will now apply at Year 10 and not Year 9; if approved revised oversubscription criteria will be as detailed at **Appendix B**
4. It is further recommended that there is no change in Admission Number at Riverside School as such action might be deemed to be prejudicial.

## **2.0 REPORT**

### **Description of the recent consultation process**

- 2.1 Each year the City Council consults upon the criteria by which places in its schools are allocated and the number of places in each year group in each maintained school (the Admission Number).
- 2.2 For school entry from September 2010/11 the City Council has proposed changes to some admission number limits in primary schools, changes with regard to 'internal' mid term transfers and changes to the sibling cut-off in the secondary transfer arrangements.
- 2.3 The City Council is seeking to improve class organisation and school improvement in the primary sector while continuing to improve on parental preference performance at secondary transfers.
- 2.4 The current City consultation document for admission arrangements for entry in 2010 was despatched to 300 nominated stakeholders on 30<sup>th</sup> January 2009 and responses invited by 27<sup>th</sup> February 2009. The consultation was also available via the Council's web site.
- 2.5 Prior to the release of the consultation documents, extended discussions took place in relation to the above proposals with both the statutory Admissions Forum and the Chair of this Forum.
- 2.6 Consultation for 2010/11 has sought views on:
  - Variations to admission numbers in a small number of City primary schools to improve class organisation and assist school improvement (these changes are detailed at **Table 1** below). Proposed admission numbers for all schools to be as detailed at **Appendix A**;
  - The introduction of revised mid-term admission arrangements across all phases from September 2009 as detailed at Section 4 below;
  - Variation to the current sibling over-subscription criteria at secondary transfer such that a cut off will now apply at Year 10 and not Year 9; if agreed the proposed revised oversubscription criteria will be as detailed at **Appendix B**

2.7 Responses are summarised at **Appendix C** below. The low number of respondents is disappointing given the number of ways in which views could be expressed during the consultation period.

### 3. Proposed variation to admission numbers in some City primary schools to improve class organisation and support school improvement

3.1 Following consultation the City Council is proposing to make changes to the admission number in the following primary sector schools.

TABLE 1	School	Current Admission Number	Proposed Admission Number	Rationale
	Braunstone Frith Junior	72	Yr 3 = 75 Yr 4 – Yr 6 = 72	To improve class organisation and support school improvement
	Eyres Monsell	45	30	
	Fosse Primary	F 2 – Yr 1 = 45 Yr 2 – Yr 6 = 50	F 2 – Yr 2 = 45 Yr 3 – Yr 6 = 50	
	Herrick Primary	50	50	
	Knighton Fields Primary	F 2 = 30 Yr 1 – Yr 6 = 35	F 2 – Yr 1 = 30 Yr 2 – Yr 6 = 35	
	Marriott Primary	50	F 2 = 45 Yr 1 – Yr 6 = 50	
	Rolleston Primary	51	F 2 = 60 Yr 1 – Yr 6 = 51	
	Rushey Mead Primary	F 2 – Yr 1 = 60 Yr 2 – Yr 6 = 75	F 2 – Yr 2 = 60 Yr 3 – Yr 6 = 75	
	St Barnabas CofE Primary	40	F 2 = 45 Yr 1 – Yr 6 = 40	
	Stokes Wood Primary	40	F 2 = 45 Yr 1 – Yr 6 = 40	

3.2 These changes are designed to support more effective classroom organisation and school planning; in general admission numbers are in multiples of 15 or 30 with a view to maximising resources and reducing potential vertical grouping etc.

3.3 A full listing of proposed admission numbers for all City schools for 2010/11 can be found at **Appendix A**.

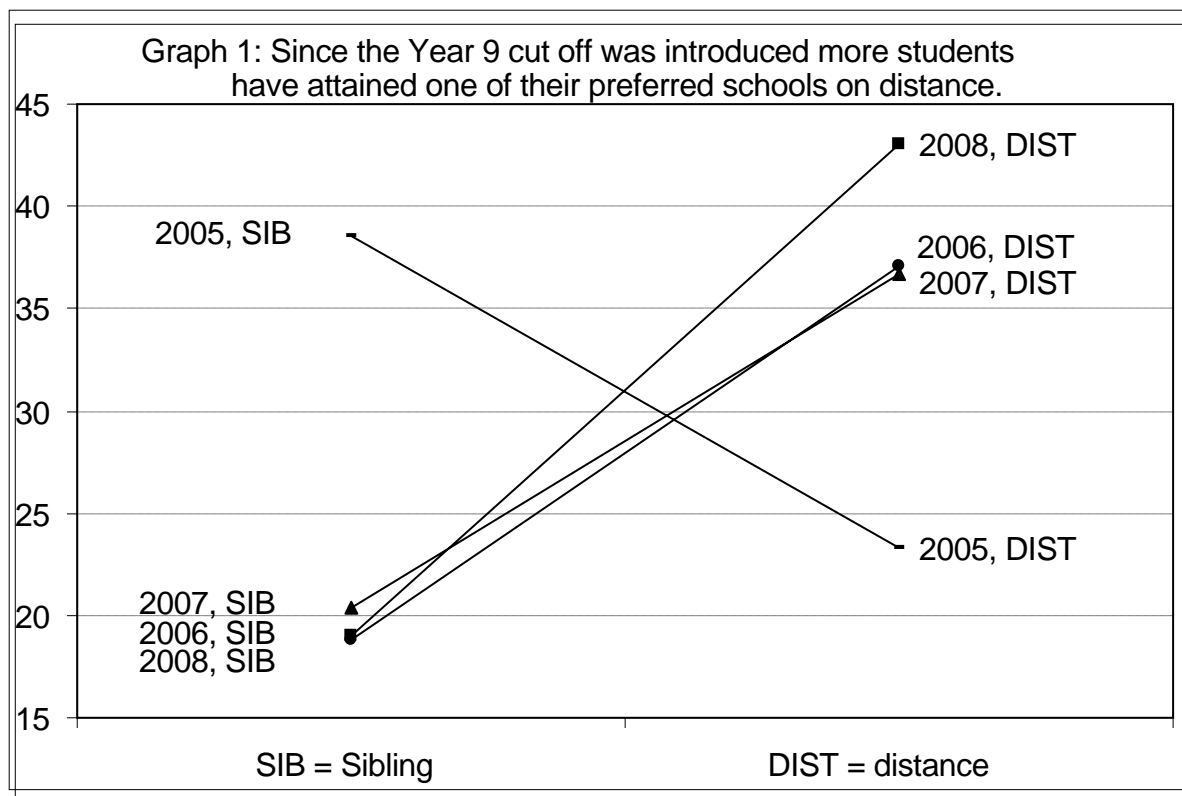
#### **4. Introduction of revised mid-term admission arrangements to all phases**

- 4.1 While recognising parents' absolute right to express a preference and exercise parental choice, the City Council believes that both parents and respective Headteachers should be better informed to ensure that mid term moves are planned and in the best interests of pupils to ensure that they are successful.
- 4.2 Following consultation with all secondary Headteachers and Admissions Forum during the late autumn 2008 the local authority implemented a pilot scheme in Years 10 and 11 designed to improve the management of mid-term transfer requests. This has been well received and well supported in this consultation. This proposal seeks the extension of this to all school phases as from the beginning of the autumn term 2009.
- 4.3 In essence, if the current proposal is agreed, then all parties, including parents, will be asked to undertake an additional administrative step designed at ascertaining pupil needs and rationale for a move. This will enable greater understanding, more informed decision taking and improved quality of pupil placements and student learning.
- 4.4 The views of the Statutory Admissions Forum and majority of Headteachers are that introduction of this proposal would secure immediate improvements in our admissions process. Only three primary school respondents have not supported this proposal (Buswell's Lodge, Mellor Primary & Catherine Junior). *The local authority is therefore minded to introduce this provision at the start of the autumn term 2009 for all internal transfers after the respective national offer date.*
- 4.5 In introducing this change, the LA will of course ensure that no child is discriminated against and that no child will be refused admission simply because information has not been received from their current school. The provisions of the national Admissions Code will apply and no Headteacher will be able to veto a move and amendments will be made to the relation documentation to secure this.
- 4.6 Although few transfer requests have been processed through the current pilot, evidence suggests that there is a commitment to ensure open access to all and the local authority will also guard against selection by ability or any other statutory breaches identified in the Admissions Code.
- 4.7 Admissions processes for new arrivals to the City/UK will continue as normal.

#### **5. Proposed variation to the current sibling over-subscription criterion at secondary transfer**

- 5.1 The current Sibling Rule only applies to siblings who will be attending the same school in Year 9 or below and living at the same address at the proposed time of entry. The effect of the current criterion is to accord a higher priority to applicants who have a sibling in Year 9 or below at time of transfer.
- 5.2 Since the introduction of these changes to secondary transfers, the Authority has received representations from a number of parents and Elected Members requesting a review of the efficacy and fairness of a cut off point at Year 9.

5.3 The local authority has conducted a review of the impact of this change over recent years and the outcome of this is summarised in the graph below.



5.4 Graph 1 demonstrates that prior to the introduction of this criterion in 2005, fewer students obtained a place under the local authority's distance criterion. However, once the sibling criterion was introduced, the local authority has increased the number of children getting into a school on the distance criteria.

5.5 It is the view of the City Council's independent Admissions Forum that the local authority should reconsider the cut off group to be at Year 10. Following consultation it is proposed to introduce this change for entry in September 2010 onwards.

5.6 If agreed this variation will of course result in revised over-subscription criteria as detailed in Appendix B below.

6.0 **Relationship to previous consultation exercises:** Members will recall that in recent admission consultation exercises the Authority has indicated that was minded to make significant changes to admission arrangements from 2009 onwards this included terminating 'Link Areas'. Views were sought at that point on new families of schools and considerable interest and debate was generated throughout the City. The Authority remains of the view that there is a need to secure enhanced neighbourhood working and the delivery of integrated services across the City. Schools are of course be central to this. *No firm revised admission proposals have however been consulted upon or proposed at this stage given current developments and the need to maintain stability.* It is believed that this position is welcomed by City Headteachers at this point given the challenges presented by the need to

Transform Leicester's Learning, our learning environments and secure immediate and sustained school improvement.

## **7. Secondary school admission numbers**

- 7.1 No changes are currently proposed to secondary school admission numbers for September 2010.
- 7.2 Members attention is drawn to the low level of preference expressed for Riverside Business & Enterprise College (28 preferences as opposed to a year group intake of 180) for entry September 2009. This has raised concerns about the longer term viability of the School and has resulted in initiation of a immediate review of the School. This review will be mindful of demographic projections and preference expressions for this part of the City.
- 7.3 Members will wish to note however that the Riverside Governing Body has requested a variation to their admission number from 180 to 120. Until conclusion of the above review however it is recommended that there is no change at Riverside School as such action might be deemed to be prejudicial.

## **8. Financial implications**

There are no financial implications arising directly from the proposals in this report, although admissions arrangements in general play a part in promoting the effective use of resources across schools. Colin Sharpe, Head of Finance & Efficiency, C&YP, ext 7750.

## **9. Legal implications**

- 9.1 The rolling-out of the mid-term transfer protocol is designed to avoid unnecessary pupil turbulence, a measure which in itself is intended to promote consistency and thereby raise performance for both pupils and schools.
- 9.2 The Admissions Code (2009) is clear in promoting equal access for parents to school places both 'in-year' and at the time of the 'normal admissions round'. The Department are clear in their assertion that the scheme is not a tool for either restricting access to places where a genuine need (coupled with the failure of measures to keep the pupil at the current school) is identified, or one designed to permit selection. Neither, the Department assert, does the scheme restrict the parent from accessing the appeals system, or allow anyone a veto over an intended parental application.
- 9.3 There is further a commitment on the part of the Department to robustly monitor the scheme to ensure that it is absolutely fair in practice. (Kamal Adatia, Barrister, ext 7044)."

## **10. Other Implications**

## 10.1

OTHER IMPLICATIONS	YES/NO	Paragraph References Within Supporting information
Equal Opportunities	<b>Yes</b>	Sections 5.1 to 5.6
Policy	<b>No</b>	
Sustainable and Environmental	<b>No</b>	
Crime and Disorder	<b>No</b>	
Human Rights Act	<b>No</b>	
Elderly/People on Low Income	<b>No</b>	

10.2 **Equality issues:** A more detailed equality impact assessment is attached at **Appendix D**. The Equality & Diversity Partnership supports all proposals.

## 11. Report author:

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**Appendix A: Proposed Admission Numbers for City Schools for 2010/11**  
**Appendix B: Proposed priority over subscription criteria for 2010/11**  
**Appendix C: Consultation process and outcomes**  
**Appendix D: Equality impact assessment**

<b>Key Decision</b>	Yes
<b>Reason</b>	Is significant in terms of its effect on communities living or working in an area comprising more than one ward
<b>Appeared in Forward Plan</b>	Yes
<b>Executive or Council Decision</b>	Executive (Cabinet)

**Proposed admission number for community  
maintained City Schools from 2010**

**APPENDIX A**

PRIMARY:	AN - 2010
Abbey Primary	75
Alderman Richard Hallam	90
Avenue Primary	75
Braunstone Frith Infant	75
Braunstone Frith Junior	Yr 3 = 75 Yr 4 - Yr 6 = 72
Barley Croft Primary	45
Beaumont Lodge Primary	30
Braunstone Community Primary	45
Bridge Junior	90
Buswells Lodge Primary	60
Caldecote Primary	60
Catherine Infant	110
Catherine Junior	110
Charnwood Primary	60
Coleman Primary	90
Dovelands Primary	70
Evington Valley Primary	45
<i>Eyres Monsell</i>	30
Folville Junior	90
Forest Lodge Primary	60
Fosse Primary	F 2 – Yr 2 = 45 Yr 3 – Yr 6 = 50
Glebelands Primary	40
Granby Primary	60
Green Lane Infant	90
Hazel Primary	45
Heatherbrook Primary	30
<i>Herrick Primary</i>	50
Highfields Primary	40
Humberstone Infant	90
Humberstone Junior	90
Imperial Avenue Infant	60
Inglehurst Infant	75
Inglehurst Junior	75
Kestrels' Field Primary	50
King Richard III Infant	60
Knighton Fields Primary	F 2 – Yr 1 = 30 Yr 2 – Yr 6 = 35



<b>PRIMARY</b>	<b>AN - 2010</b>
Linden Primary	60
Marriott Primary	F2 = 45 Yr 1 – Yr 6 = 50
Mayflower Primary	55
Medway Primary	60
Mellor Primary	60
Merrydale Infant	90
Merrydale Junior	90
Montrose Primary	60
Mowmacre Hill Primary	50
Northfields House Primary	50
Overdale Infant	90
Overdale	Yr 3 – Yr 5 = 90 Yr 6 = 105
Parks Primary	45
Queensmead Primary	60
Rolleston Primary	F 2 = 60 Yr 1 – Yr 6 = 51
Rowlatts Hill Primary	45
Rushey Mead Primary	F 2 – Yr 2 = 60 Yr 3 – Yr 6 = 75
Sandfield Close Primary	60
Scraptoft Valley Primary	45
Shaftesbury Junior	60
Shenton Primary	60
Slater Primary	23
Sparkenhoe Primary	60
Spinney Hill Primary	90
St Barnabas CofE Primary	F 2 = 45 Yr 1 – Yr 6 = 40
St Mary's Field Infant	60
Stokes Wood Primary	F 2 = 45 Yr 1 – Yr 6 = 40
Taylor Road Primary	F 2 – Yr 1 = 90 Yr 2 – Yr 6 = 60
Thurnby Lodge Primary	30
Uplands Infant	120
Uplands Junior	120
Whitehall Primary	60
Willowbrook Primary	60
Wolsey House Primary	60
Woodstock Primary	60
Wyvern Primary	60

<b>SECONDARY</b>	<b>AN - 2010</b>
Babington	210
Beaumont Leys	210
City of Leicester	220
Crown Hills	240
Fullhurst	180
Hamilton	240
Judgemeadow	240
Lancaster	240
Moat	210
New College	180
Riverside	180
Rushey Mead	270
Sir Jonathan North	240
Soar Valley	255

**Proposed priority over-subscription criteria for 2010/11**

If the recommendations within this report are agreed the over subscription criteria will be as follows:.

**Admissions Criteria for Mid-Term Entry 2009/10 and  
for Year 7 Transfers Entry September 2010**

- 1<sup>st</sup> Pupils in the care of a local authority**  
*(Previously known as Looked After Children)*
  
- 2<sup>nd</sup> Pupils who are on the “list of children subject to child protection plans” and need to attend an alternative school to avoid the abuser** *(Previously known as the Child Protection Register).*
  
- 3<sup>rd</sup> Pupils who live in the Priority Area** *(formerly catchment area) for the school.*
  
- 4<sup>th</sup> Pupils with a sibling** *(sister or brother) who will be attending the same school in year groups 7, 8, 9 and 10 from the proposed time of entry.* *(Sibling includes: step, foster or half brother/sister living at the same address).*
  
- 5<sup>th</sup> Pupils living in the area of a closed school whose parents name one of the linked school to that area.** **If there are more of these preferences than places available, we will allocate them to the pupils who live closest in a straight line.**
  
- 6<sup>th</sup> Pupils whose parents are basing their application on religious convictions.**
  
- 7<sup>th</sup> Children of parents/carers fleeing “Domestic Violence”.**  
*(Subject to verification by a senior Social Worker or current City Council procedures for housing reallocation in cases of recognised domestic violence).*
  
- 8<sup>th</sup> Pupils who live nearest to the school.** *(Measured in a straight line from the front doorstep to the home address to the school’s main entrance).*

**The above criteria will apply to admission arrangements at  
schools maintained by Leicester City Council**

**CONSULTATION OUTCOMES****List of consultees**

All Headteachers/Principals of Leicester City Schools
All Chairs of Governors of Leicester City Schools
City of Leicester Governors Association
All members of Leicester City Admissions Forum
All members of Children & Young People's Service Senior Management Team
All members of Teachers' Consultative Committee
All members of Leicester Strategic Partnership
Parent & Carer's Council
All Trade Unions
Learning & Skills Council
Legal Services Division
Youth Inclusion Programme
The Minority Ethnic Language & Achievement Services
Centre for Deaf People
Headteachers/Governors' of Schools in relevant areas
Leicestershire County Council
Nottingham Diocesan Education Service
Diocesan Education Board – Church of England
Madani High School & Community Centre Governing Body
Samworth Enterprise Academy

**Responses to Consultation exercise**

In total the Consultation attracted 28 respondents including responses from the

Consultation respondents	Number of responses received
Secondary schools	5
Primary schools	13
Infant Schools	3
Junior Schools	3
Other Agencies/Services	4
<b>TOTAL RESPONSES</b>	<b>28</b>

## Questions asked and responses received

			%age
Q1. Do you agree with proposed admission numbers for your school?	YES	20	71.4
	NO	1	3.5
	No comment	7 *	25
Q2. Do you support the introduction of revised mid-term arrangements to all school phases?	YES	24	85.7
	NO	3	10.8
	No comment	1	3.5
Q3. If yes, would you support the earlier introduction of this from September 2009?	YES	24	85.7
	NO	2	7.1
	No comment	2	7.1
Q4. Do you support the proposed variation to the current sibling over-subscription criterion at secondary transfer	YES	21	75
	NO	2	7.1
	No comment	5	17.8

\* The 7 schools expressing issues with their admission number are:

*Barley Croft* – Drawing attention to principles and seeking a change. Demographic projections suggest capacity required at this level in the future..

*Catherine Junior* – current AN 110. Drawing attention to principles and seeking a change. Change not proposed at this time. Consideration in future years.

*Hazel Community Primary School* – requesting a temporary reduction to AN to 30 from 1.9.09. Further work required by TLE team at next consultation.

*Marriott Primary* – wishes to progress to 45 across all groups immediately rather than waiting for F2 to filter through the School. Capacity at this school linked to reduced capacity at Eyres Monsell. Changes need to take place in a planned manner.

*Riverside Business & Enterprise College* – reduction in admission number sought from 180 to 120. (See paras 7.1 & 7.2)

*Saint Barnabas CE Primary* – AN dependent upon changes to accommodation. TLL progressing additional capacity through primary capital programme. Initial changes phased via F2.

*Stokes Wood Primary School* – seeking increase in Foundation 1 to 45 part time places to match 45 places in Foundation 2 and associated funding. Current consultation only relates to F2 and above.

Equality impact assessment

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Department/service: **School Admission Service**

**What is the proposal?**

**Changes to published admission arrangements:**

- P1** Admission number changes in a small number of primary schools
- P2** Introduction of new mid term transfer protocol
- P3** Revision to sibling related over subscription criterion

Who will be affected by these proposals? How many people will be affected?

All children and young people in schools maintained by Leicester City Council

- P1** Primary entry cohort at identified schools only
- P2** All potential mid year transfers (3,500)
- P3** Secondary transfer cohort (3,500)

**How will the proposals affect people and the service they will receive?**

- P1** A small number of parents may be offered an alternative school but classroom organisation/ teaching and learning will be improved in the target schools.
  - P2** Pupil transfers will be more effectively managed and pupil needs better understood and met.
  - P3** Families with larger families and siblings in years 10 and below will have an increased chance of securing a school of their choice for younger siblings. This proposal may there impact more positively upon certain cultural and faith groups.
- Single child families may have a reduced chance of securing a school of their choice based on application of distance criterion.

## How will the proposal affect staff currently providing the service?

The introduction of **P2** will increase the workload of the admissions service and school based staff but result in an improved admissions process for potentially vulnerable children.

Indication of how negative impacts will be minimised or managed

**P1** Changes to admission numbers are phased to allow existing cohorts to complete at respective schools.

**P2** The implementation of revised mid term admission arrangements will be monitored by the independent Admissions Forum. This will ensure the integrity of the process and protect parental rights to preference and choice.

**P3** The School Admissions Service will monitor the impact of this criterion change as will the independent Admissions Forum.

Is there any other information available about the way that the service is provided, or will be provided, that mitigates against any discriminatory or unequal treatment to any particular group of customers that could result in legal challenge?

The Equality & Diversity Partnership supports all proposals.

Admissions to maintained schools within the City will be in accordance with the 2009 Admissions Code that came into effect on 10 February 2009.

Full performance reports will continue to be provided to the independent Admissions Forum and the Office of the Schools Adjudicator has expressed an intent to monitor compliance on a regular basis.

Completed by:

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