

ENCLOSURE

Governing Board Meeting
Autumn Term 2016

Report by the Service Director, People

**CONSULTATION ON ADMISSION ARRANGEMENTS FOR
THE 2018/19 ACADEMIC YEAR**

REPORT FOR COMMUNITY AND VOLUNTARY CONTROLLED SCHOOLS

1. INTRODUCTION

1.1 North Lincolnshire Council has a statutory duty to consult with governing boards on:

- any proposed changes to the council's admission arrangements (ie the admissions criteria).
- the proposed published admission numbers (for schools where the council is the admission authority).

The following describes how the consultation will be undertaken.

2. 2018/19 ADMISSION ARRANGEMENTS

2.1 The council is seeking governors' views on admission arrangements through discussion at individual governing board meetings. It will also seek views from the Admissions Working Group.

2.2 The Admissions Working Group will meet in September and all chairs of governors have been invited to attend or send representation. If there is a consensus amongst the group for change to the council's admission arrangements the council will email all chairs of governors at community and voluntary controlled schools to seek their views on any proposals. The council will then decide whether to undertake a full public consultation with all interested parties, as is required by the admissions code.

2.3 Paragraphs 1.6 to 1.39 of the DfE School Admissions Code includes examples of oversubscription criteria, some of which are as follows:

- Siblings at the school
- Distance from the school
- Catchment areas
- Feeder schools
- Social and medical need
- Children of staff at school
- Children eligible for pupil premium or service premium

2.4 A draft copy of the council's admission arrangements is attached as Appendix 1. The arrangements are unchanged from 2017/18.

3. **ADMISSION NUMBER**

- 3.1 We also wish to consult governing boards on the proposed published admission number. The default position is that the published admission number from 2017/18 will be carried over to 2018/19. For a small number of schools the council will propose a change, normally as a result of current or planned building works at the school. Any revision will be derived from the calculation of the net capacity of the school. The capacity calculation provides the school's minimum and maximum capacities. The clerk to the governing board will provide this information. A list of the proposed admission numbers for 2018/19 is attached as Appendix 2.
- 3.2 As a general guide, the admission number, when multiplied by the number of year groups in the school, results in a figure that falls between the minimum and maximum capacity range. For example, a primary school with a capacity range of 175 to 210 and with seven year groups can have any admission number from 25 to 30 subject to infant class size legislation.
- 3.3 Each year the council submits to the DfE the net capacity for each school and the numbers on roll, which is used to determine future capital settlements. The admission number should reflect the accommodation available and anticipated demand for places.
- 3.4 In exceptional circumstances, governors may request an admission number that falls outside the indicated range. The council will consider the rationale behind the request before determining the admission number. Similarly, if there is greater demand than anticipated, the council may approach a school to increase its admission number.
- 3.5 If a school is reducing its admission number the council will have to undertake a full public consultation with all interested parties, as is required by the admissions code.

4. **CONSULTATION PROCESS**

- 4.1 It is suggested that governing boards discuss both the council's proposed admission arrangements and the proposed admission number for their school at the termly meeting.

5. **RECOMMENDATIONS**

North Lincolnshire Council's Admission Arrangements

- 5.1 Governors should consider the draft admission arrangements for 2018/19 and any suggestions for improvement proposed by the Admissions Working Group (see 2.2. above).

Admission Numbers

- 5.2 Governing boards should decide whether they wish to accept the proposed admission number, or recommend a different admission number.

6. RESPONSE

- 6.1 If the governing board is satisfied with the council's draft admission arrangements and with the proposed admission number for the school, the clerk should minute this and e-mail the minute to sean.kendrew@northlincs.gov.uk within one week of the meeting taking place
- 6.2 If the governing board wishes to suggest either a change to the council's proposed admission arrangements or to the proposed admission number for the school, the clerk should minute this (including details of the requested changes and the reasons for them) and e-mail the minute to sean.kendrew@northlincs.gov.uk within one week of the meeting taking place
- 6.3 The council will carefully consider all proposals for change, discussing with the chair of governors and the head teacher as appropriate.

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