

AGENDA

Local Admissions Forum

Date: **Thursday 18 March 2010**

Time: **6.30 pm**

Place: **The Council Chamber, Brockington, 35 Hafod Road,
Hereford**

Notes: Please note the **time, date** and **venue** of the meeting.

For any further information please contact:

Paul Rogers, Democratic Services Officer

Tel: 01432 383408

Email: progers@herefordshire.gov.uk

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Agenda for the Meeting of the Local Admissions Forum

Membership

| | |
|----------------------|--|
| Chairman | Councillor JW Hope MBE |
| Vice-Chairman | Councillor AM Toon |
| | Mr P Box Primary School |
| | Mrs E Kearns Primary School |
| | Mr T Plumer Primary School |
| | Mrs C Shaw Local Community |
| | Mr P McKinnie Local Community |
| | Mrs O Denson Local Community |
| | Mrs C Weston Local Community |
| | Mr N Parker Secondary School |
| | Mrs S Catlow-Hawkins Secondary School |
| | Mr C Barker Secondary School |
| | Mrs J Baker Secondary School |
| | Mrs A Robertson Roman Catholic Church |
| | Mr A Leach Church of England |
| | Mr T Mepham Steiner Academy |
| | Mr P Smith Independent Sector |

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AGENDA

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| 1. APOLOGIES FOR ABSENCE To receive apologies for absence. | |
| 2. NAMED SUBSTITUTES To receive any details of Members nominated to attend the meeting in place of a Member of the Forum. | |
| 3. MINUTES To approve and sign the Minutes of the Meeting held on 5 November 2010. | 5 - 8 |
| 4. DECLARATIONS OF INTEREST To receive any declarations of interest by Members in respect of items on the Agenda. | |
| 5. ADMISSION ARRANGEMENTS 2011/2012 CONSULTATION To consider the results of the consultation of the proposed Herefordshire Admission Arrangements for 2010/2011 as required by The School Admissions Code pursuant to section 85(3) of the School Standards and Framework Act 1998. | 9 - 22 |
| 6. AMENDMENTS TO SCHOOL PLANNED ADMISSION NUMBERS To consider changes to the Planned Admission Numbers (PAN) at Broadlands, Clehonger and Much Birch Primary Schools; and John Masefield High School. | 23 - 36 |
| 7. LATE ITEMS/ANY OTHER BUSINESS To consider any issues that Forum Members may wish to raise. | |

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HEREFORDSHIRE COUNCIL

BROCKINGTON, 35 HAFOD ROAD, HEREFORD.

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HEREFORDSHIRE COUNCIL

MINUTES of the meeting of Local Admissions Forum held at The Council Chamber, Brockington, 35 Hafod Road, Hereford on Thursday 5 November 2009 at 6.30 pm

Present: Councillor JW Hope MBE (Chairman)
Councillor AM Toon (Vice Chairman)

Mrs J Baker, Mr C Barker, Mrs S Catlow-Hawkins, Mrs O Denson, Mrs E Kearns,
Mr N Parker, Mrs A Robertson and Mr PA Smith and Mrs C Weston,

In attendance: None

14. APPOINTMENT OF VICE-CHAIRMAN

Councillor AM Toon was nominated and seconded for the Vice-Chairmanship.

RESOLVED: That Mrs S Catlow-Hawkins be appointed Vice-Chairman of the Local Admissions Forum for the remainder of the ensuing year.

15. APOLOGIES FOR ABSENCE

Apologies for absence were received from Mr A Leach, Mr T Plumer and Mr T Mephram.

16. NAMED SUBSTITUTES

There were no named substitutes.

17. MINUTES

RESOLVED: That the Minutes of the meeting held on the 18 June 2009 be approved as a correct record and signed by the Chairman.

18. DECLARATIONS OF INTEREST

Mr C Barker declared a prejudicial interest in Minute No.20 being Headteacher of Fairfield High school.

Councillor AM Toon declared a prejudicial interest in Minute No. 22 being a Governor at Trinity Primary school and Whitecross High school.

Mrs J Baker, Governor at Kingstone High school declared a prejudicial interest in Minute No.20 being Governor at Kingstone High school.

19. LATE ITEMS/ANY OTHER BUSINESS

A Member proposed that this item be included as the last item on future Agenda.

RESOLVED: That the Late Items / Any other business item be included as the last item on future Admissions Forum Agenda.

20. AMENDMENTS TO SCHOOL PLANNED ADMISSION NUMBERS

The Forum considered a report presented by the Admissions and Transport Manager regarding proposed changes in the Planned Admission Numbers at Kingsland CE school, Aylestone High school and Fairfield High school.

The Admissions and Transport Manager informed the Forum that following the views of the Forum regarding the proposed changes in PANs for each school, the PANs would be put in place in September 2010.

In answer to a Member's question, the Admissions and Transport Manager informed the Forum that in accordance with the new Admissions Code which came into force in February 2009, providing a school was able to take pupil numbers, a place would be granted whether the child is in the catchment area of the school or not. He reminded Members that the decisions of the Forum with regard to Kingsland CE Primary School, Aylestone High school and Fairfield High School would form part of the consultation process with schools in future.

A Member asked why some proposals for increases to PAN at schools were not supported by the officers and some are supported. The Admissions and Transport Manager informed Members that the new Admissions Code dictates that when a request is received for a popular school and provided that the school can take the number, the place will be granted.

A Member expressed the view that the current Admissions Code did not help the falling admission numbers in certain schools.

A discussion took place regarding the current pupil numbers that schools were able to take before there was a need to request an increase to PAN. Members also noted that outside of this factor, schools were bound to admit pupils as a result of the appeals process.

A Member was of the view that schools generally did not know the full implications of the new Admissions code as it affects pupil admissions.

A Member suggested that where the Forum changes a PAN that schools should be notified of such changes through Cluster groups. The Assistant Director Planning, Performance and Development advised that if it was decided that all schools should be notified of PAN changes or oversubscription, that notification should be made 'on line' to all schools.

At this point Mr C Barker, Headteacher at Fairfield High school, remained in the meeting but did not vote or participate in the decision relating to the request for a change in PAN for Fairfield High school.

Mrs J Baker, Governor of Kingstone High school, remained in the meeting but did not vote relating to the request for a change in PAN for Fairfield High school. She informed the Forum of the High school's objections to the proposed increase in the PAN of Fairfield High school. She emphasised that any decision to increase the PAN of Fairfield High school could result in pupil numbers falling at Kingstone High school as a consequence and possible teacher redundancies.

In answer to a Member's question, the Admissions and Transport Manager informed Members that future pupil number projections indicated that 60 per cent would be taken from the school's catchment area with the remainder being taken from outside that area.

The Planning and Access Manager informed the Forum that there was no significant house building planned for the Fairfield catchment area.

A Member referred to instances where a number of parents with children of special needs have requested a place at Fairfield School but did not always get a place at that school. The Admissions and Transport Manager reminded the Forum that where parents of Statemented children request a place at a particular school, the school is bound to take those children.

A Member was of the view that there did not seem to be sufficient information contained within the report on the impact that the increase in PAN at Fairfield High school would have on other schools and that such information should be an integral part of reports to the Forum where schools request a change to their PAN.

A Member reminded the Forum that appeals against Forum decisions to change school PANs can be made to the Schools Adjudicator.

RESOLVED: That

- (i) the changes to the Planned Admission Numbers at Kingsland CE school, Aylestone High school and Fairfield High school as set out in the report be approved; and**
- (ii) in future, reports to the Admissions Forum regarding requests for permission to increase Planned Admission Numbers must contain information on the impact that such changes could have on other schools.**

21. CO-ORDINATION OF IN YEAR TRANSFERS

The Admissions and Transport Manager presented a report regarding a scheme that Herefordshire can adopt to meet the government requirement for all local authorities to have a 'Coordinated In Year Transfer' application process in operation from September 2010. He emphasised that the process was a statutory requirement and was part of the current Admissions Code. Schools had been consulted on the proposals.

Members noted that Herefordshire currently runs a voluntary scheme where the admissions and transport teams process 70 per cent of maintained schools in year transfer requests. The new formulated scheme would mean this would rise to 100 per cent.

RESOLVED: That the Admissions Forum agrees that the In Year Transfer application process as set out in the Appendix to the report be submitted to the Department of Children's Schools and Families for its approval.

22. IN YEAR FAIR ACCESS PROPOSALS

The Admissions and Transport Manager presented a report regarding a protocol that Herefordshire can adopt to meet the government requirement for all local authorities to have an 'In Year Fair Access Protocol' in operation. He emphasised that the protocol was designed to make it easier for parents to transfer to another school.

In referring to the categories of children covered by the Fair Access Protocol, paragraph 7 in the report refers, a Member suggested that service children should be included as a category.

A Member made reference to situations where schools state that the needs of students requesting access to that school, could not be met. Also that schools could override a request from a student before a student is formally stated.

The Admissions and Transport Manager advised that the Panel should take account of such situations.

A Member made reference to the question on the 'In Year Fair Access' application form which asks for details of the date and address of the church at which a child is baptised and suggested that the question should be amended to take account of the fact that not all Christians have their children baptised.

A Member expressed the view that it was vital that a Choice adviser or Parent Partnership Service representative should be represented on the Placement Panel.

RESOLVED: That subject to the following amendments, the Admissions Forum agrees to the proposed In Year fair Access Protocol for Herefordshire being submitted to the Department of Children's Schools and Families for its approval:

- (i) children of service personnel and other crown services being added to categories of children covered by the Fair Access Protocol;**
- (ii) the question on the 'In Year Fair Access' application form which asks for details of the date and address of the church at which a child is baptised be amended to take account of the fact that not all Christians have their children baptised; and**
- (iii) the Placement Panel Membership be amended to include either a Choice Advisor or Parent Partnership Service representative.**

The meeting ended at 8.00 pm

CHAIRMAN

| | |
|-------------------------|--|
| MEETING: | HEREFORDSHIRE LOCAL ADMISSIONS FORUM |
| DATE: | 18 MARCH 2010 |
| TITLE OF REPORT: | ADMISSION ARRANGEMENTS 2011/2012 CONSULTATION |
| OFFICER: | ADMISSIONS AND TRANSPORT MANAGER |

CLASSIFICATION: Open

Wards Affected

County-wide

Purpose

To consider the results of the consultation of the proposed Herefordshire Admission Arrangements for 2010/2011 as required by The School Admissions Code pursuant to section 85(3) of the School Standards and Framework Act 1998.

Key Decision

This is not a Key Decision.

Recommendation

THAT the Committee:

- (a) **Note the draft report and any changes requested by the Local Admissions Forum be adopted.**
- (b) **The Forum is requested to agree that the proposed arrangements, shown in Appendix 1, be determined for the 2011/2012 academic year.**

Key Points Summary

None

Alternative Options

1. No alternative options – statutory requirement.

Further information on the subject of this report is available from
Andrew Blackman – Admissions & Transport Manager (01432) 260927

Reasons for Recommendations

2. Statutory requirement to determine Admission Arrangements following consultation.

Introduction and Background

3. The relevant sections of the new School Admissions Code are shown below:

“1.26 All admission authorities **must** consult by 1 March in the determination year on the admission arrangements for those schools for which they are responsible, unless (in the case of admission arrangements for entry in 2011-12 and subsequent years) their admission arrangements were consulted on in one or both of the two previous years and they are the same as the arrangements since the last consultation. All admission authorities are required to consult on admission arrangements for 2010-11. For consultation on admission arrangements for 2011-12 and subsequent years, the consultation period **must** last for a minimum of eight weeks, between 1 November and 1 March, to ensure that all consultees have enough time to respond. Admission authorities **must** consult with their local authority, all other admission authorities within the relevant area, the Admission Forum, admission authorities in neighbouring local authority areas, the relevant religious authority (in the case of the admission authorities of faith schools) and, for admission arrangements for entry in 2010-11 and subsequent years, relevant parents and other groups with an interest in the local area (for example, community groups). Where an admission authority proposes an increase in the published admission number for a school in their admission arrangements, the trade unions representing staff at the school that may be affected by the changes **must** also be consulted. Admission authorities **must** determine their admission arrangements by 15 April in the determination year.

1.27 When consulting other admission authorities, local authorities, Admission Forums and religious authorities, the admission authority **must** send a copy of their proposed admission arrangements and invite comments. When considering which groups with an interest in the local area to consult, the admission authority **should** have regard to the views of the Admission Forum¹⁸. Where a school borders on a local authority boundary, the admission authority **should** also seek the views of the neighbouring Admission Forum. Admission authorities may consider, for example, consulting service families, traveller groups, minority ethnic groups, citizens advice bureaux or disability groups if appropriate”.

In addition for ease of reference the proposed Admission Arrangements that have been consulted upon are shown as appendix 1. All Herefordshire Schools, parents and other interested parties have been consulted.

The total number of responses received from the consultation was three.

Brockhampton Primary School queried their proposed PAN of 26, which following a recent sufficiency exercise can potentially be reduced to 18. They have yet to submit a formal request for their PAN to be changed.

Ivington Primary School queried their proposed PAN of 17, stating it should be 15 which is correct (17 was applied for 2009/2010 admissions only).

Pembridge queried their proposed PA of 15, stating it should be 13 which is correct.

Key Considerations

4. The proposed arrangements in appendix 1 are different from last years determined arrangements as a result of in the new School Admissions Code in relation to the “admission of children below compulsory school age”.

Community Impact

5. Not applicable.

Financial Implications

6. None.

Legal Implications

7. See comments under Risk Management.

Risk Management

8. The risk to the LA of non-compliance with statutory regulations is exposure to legal challenge if Herefordshire does not complying with elements of either the School Admissions Code or School Admissions Appeals Code. Failure to comply with the mandatory requirements in these two codes is a breach of the Local Authority’s statutory duty to act in accordance with the provisions of these Codes. The Schools Adjudicator is responsible for enforcing the mandatory requirements of these Codes. Any subsequent School Adjudicator determination of objections and decisions made about admission or appeal arrangements that come to his attention are final. Any Local Authorities so affected are required to implement any such determination or decision. If they do not the Secretary of State may direct them to do so.

Also if we don’t apply the Codes correctly then we leave ourselves open to the challenge of maladministration during the course of the Independent School Appeal process.

There are no direct financial costs associated with breaches to these Codes but we may lose repute and suffer impaired standing which could impact upon any performance standards review undertaken by Central (or Local) Government.

Consultees

- 9 Schools, neighbouring Authorities and members of the public.

Appendices

- 10 Appendices 1 and 2

Background Papers

None

ADMISSIONS ARRANGEMENTS FOR 2011/2012

OVERSUBSCRIPTION CRITERIA FOR ALL COMMUNITY AND VOLUNTARY CONTROLLED PRIMARY & SECONDARY SCHOOLS IN HEREFORDSHIRE

Children with a Statement of Special Education Needs which names a particular school will be allocated places, after which places are allocated according to an agreed set of criteria, in strict order of priority.

Priority 1- Looked After Children - Children in the '**looked after**' system where the approved agencies agree that the preferred school meets the child's social, pastoral and educational needs; (see Footnote 1)

Priority 2 - Children living within the **defined catchment area*** of the school; (see Footnote 2)

Priority 3 - Sibling connection - Children who have a **older sibling**** at the preferred school not only at the time of application but also when the younger child is due to start; (see Footnote 3)

Priority 4 - Exceptional circumstances - Children with exceptional **medical, social or compassionate** grounds for admission and whose parents can show that entry to a particular school are necessary for the well being of their child. Parents are required to produce a medical certificate or other appropriate information preferably from an independent source. Applications on such grounds will not be considered by the Director of Children's Services or her advisory panel unless this supporting information is attached to application forms received by 31st October 2010 (secondary schools) or 15th January 2011 (primary schools); (see Footnote 4)

Priority 5 - Distance*** - Children who live **nearest** to the school by the shortest available walking route. (See Footnote 5)

General Notes

No priority is given to pupils living outside but attending a primary school within the catchment area of the relevant high school, i.e. the determining factor is the child's home address.

Footnote 1: *This is the 1st priority because the Council wishes to protect children in public care from further disadvantage that can arise from possible changes of school when the care placement changes.*

Footnote 2: *This is the 2nd priority because the Council gives high importance to try to ensure that children are able to attend the school within their local community.*

Footnote 3: *This is the 3rd priority to recognise the importance to daily family life, including travel arrangements, of having brothers/sisters at the same school where possible. The rule is **not** intended to favour parents with a previous but no longer current family connection with the school.*

Footnote 4: *This is the 4th priority to be sensitive to exceptional needs that individual children and families may have.*

Footnote 5: *The 5th priority is a measurable, objective way of allocating the remaining places.*

Where, at any school, applications exceed the number of places, the priorities will be applied in the sequence indicated above, i.e. after children in the 'looked after' system it will be catchment area children second, brothers and sisters third, special reasons fourth, then according to distance, each assessed as indicated above.

If the admission of the top two categories can be satisfied, but there are insufficient places for all out-area brothers and sisters, priorities will be decided first by reference to special reasons, then according to distance.

Following the allocation of the top category there may be an occasion when it is not possible to offer places for all children living in the catchment area. In this situation the places will be allocated in the sequence of the criteria listed above, i.e. first to children with brothers and sisters who would still be at the school in September 2011, next to pupils with validated medical, social or compassionate grounds, and finally according to distance from the school.

In case where distance is not the final deciding factor i.e. two applications are at exactly the same distance then the final tie breaker will be a lottery undertaken by an individual independent of the Children's Services directorate.

*Living within the defined catchment area is defined as "a child residing with his/her Parent(s)/or carer(s) at his/her normal and genuine place of residence for the majority of the time".

** A sibling connection refers to a brother or sister, half brother or sister, adopted brother or sister, step brother or sister, or a child of the parents/carer's partner, and in every case the child should be living in the same family unit at the same address.

*** Distance will be measured by the shortest available walking route using a road and/or made up footpath from the front door of the child's address (including flats) to the main entrance of the school, using the Local Authority's computerised measuring system, with those living closer to the school receiving the higher priority.

Local Authority Nursery Class Admissions

The Council maintains nursery classes for pupils aged 3 or 4 years in the following 13 primary schools-

Schools with nursery classes:

| | |
|---|--------------|
| Bromyard, St. Peter's Primary School | 01885 483237 |
| Hereford, Broadlands Primary School | 01432 266772 |
| Hereford, Riverside Primary School | 01432 274653 |
| Hereford, Lord Scudamore Primary School | 01432 273951 |
| Hereford, Marlbrook Primary School | 01432 266643 |
| Hereford, St. Martin's Primary School | 01432 273633 |
| Kingstone and Thrupton Primary School | 01981 250338 |
| Kington Primary School | 01544 230363 |
| Ledbury Primary School | 01531 632940 |
| Leominster Infants' School | 01568 612029 |
| Ross-on-Wye, Ashfield Park Primary School | 01989 562738 |

Weobley Primary School
Withington Primary School

01544 318273
01432 850289

Each of the nursery classes, at 13 primary schools, serves quite a wide catchment area. The places available are allocated on a half time basis for either the morning or afternoon sessions on all days the nursery class is open. Acceptance of a place in an LA Nursery is for the full 5 half days of each school week, so that the children can experience the full range of learning activities. However, there can be a flexible induction period for 3 year olds in the first half term, in negotiation with the school, whereby a child may attend for fewer than 5 sessions. This arrangement may be extended to the end of the first term in exceptional circumstances.

You can apply for a place in a nursery class by contacting the headteacher of the school in which it is based. It is advisable to apply as soon as possible **after** your child's 2nd birthday. Some priority is given to children with special needs or according to family circumstances.

It should be noted that admission to a nursery class is quite separate from admission to the main school. Consequently:

- i) there is no guarantee that a child in a nursery class will have a place in the reception class of the same school, especially since nursery classes serve an area that extends beyond the catchment area of the school;
- ii) the school cannot insist that nursery children remain at the school beyond the age of five.

Multiple Birth policy

If when places are offered under the Co-ordinated Schemes only one child from a multiple birth family can be admitted (one of a twin or triplet for instance) then subject to clause 3.24 of the School Admission Appeals Code ("unreasonable" test) places will be offered at the same school to the other children from the same multiple birth.

Admission to Reception Class – September 2011 Onwards **Co-ordinated Primary Admission Arrangements for Herefordshire**

Implementation of Scheme

This scheme will apply to all parents/guardians wishing for their children to be admitted to any maintained primary school within Herefordshire during the academic year 2011/2012.

Number of Preferences and Closing Date

All parents will be invited to state three first preferences, in ranked order, on a common application form, which will also apply to all voluntary aided schools. The closing date for applications will be the 15th January 2011.

Voluntary Aided Schools – Additional Information

To enable individual admission authorities to determine their allocation of places supplementary information may be required. Details of information that is required is stated in the school prospectus of the school concerned.

However, all parents **must** complete the common application form PA1 by 15th January 2011.

Date of Admission

Children reach compulsory school age at the beginning of the term **following their 5th birthday**. In Herefordshire, however, most children start school at least a term earlier than the law requires. The Council's **standard admissions policy** entitles parents to places for their children, in one of the Council's maintained schools, according to the date of their child's 5th birthday, as follows:

- In the Autumn term if 5 between 1 September and 31 December inclusive
- In the Spring term if 5 between 1 January and 30 April inclusive
- In the Summer term if 5 between 1 May and 31 August inclusive

The Autumn term begins after the summer holidays, the spring term after the Christmas and New Year holidays, and the summer term after the Easter holidays.

Option for Delayed Entry

The law does not require a child to start school until the start of the term following their fifth birthday. The date compulsory school age is reached is determined by dates set by the Secretary of State for the autumn, spring and summer terms. These dates are 31 August, 31 December and 31 March. Therefore parents are not obliged to take up the offer of a place in September and they can delay the admission until the beginning of the spring or summer term in the term after the child's fifth birthday.

Deferred Entry – for Summer Born Children

As previously stated parents are not obliged to take up places for their children any earlier than the law requires (i.e. currently from the term following their 5th birthday.) Schools cannot require children to start sooner than parents wish. If parents do wish to defer taking up a place for their child, they are strongly advised to discuss the matter first with the school or with the Pupil Admissions Office, and parents must apply by the closing date for applications (15th January 2011). Parents who have applied for and have been allocated a place for a particular school have every right to wait until the term specified in the Council's standard admissions policy or until compulsory school age. However there could be complications for pupils with birthdays between 1 May and 31 August, as the term for compulsory admission would be in September at the start of the following school year. In

the case of a summer born child therefore the admission would normally be directly into Year 1 (i.e. missing the reception class) in order to keep the child in his/her year group. In this respect a child would normally be placed directly into Year 1 and therefore would have missed the reception class but the school may not be able to guarantee a place if the class group had already reached 30. If parents wish, in these circumstances, to consider placing their child in a year group below the child's chronological age then please take check the information in the Herefordshire Local Authority policy "Children Out of Year Document" at www.herefordshire.gov.uk/education/37894.asp

Admission of children below compulsory school age

As a result of changes in the new School Admissions Code for admission to the 2011-12 school year, and subsequent years, all admission authorities for primary schools, including Herefordshire must provide for the admission of all children in the September following their fourth birthday. However it must be made clear that when primary schools admit children below compulsory school age, then:

- a) the arrangements do not apply to those being admitted for nursery provision including nursery provision delivered in a co-located children's centre;
- b) parents of children who are admitted for nursery provision must apply for a place at the school if they want their child to transfer to the reception class;
- c) attendance at the nursery or co-located children's centre does not guarantee admission to the school; and
- d) parents can request that the date their child is admitted to the school is deferred until later in the school year or until the child reaches compulsory school age in that school year;
- e) parents can request that their child attends part-time until the child reaches compulsory school age.

Allocation of Places

Places in reception classes for all maintained schools are allocated on the basis of applications received on or before 15th January 2011. Applications should be sent to the Pupil Admissions Office. The date of 15th January 2011 applies for all admissions during the school year, including children who might be entitled to start school until January 2012 or April 2012.

The Council has defined that the single offer date for the 2011/2012 admission year will be:

Monday 18th April 2011

Late Applications

Applications received after 15th January 2011 will be allocated to the preferred school on the understanding that admissions do not exceed the published admission number or conflict with the requirement not to exceed 30 pupils in a key stage one class. When considering the late application the Council or the relevant Voluntary Aided or Foundation School will have regard to the reason for the delay in applying together with the distance to the nearest alternative school.

Secondary Transfer – September 2011 **Co-ordinated admission arrangements for Herefordshire**

Introduction

Herefordshire will operate an inter-Local Authority scheme for September 2011 with Gloucestershire, Worcestershire and Shropshire. However, in respect of Monmouthshire and Powys the Council will continue to exchange preference information with the allocation being determined by the school's home authority.

The following sections describe the proposed co-ordinated scheme for Herefordshire.

Application Form and Closing Date

Parents are invited to indicate 3 preferences on a common application form, which will also enable parents to give reasons for their preference. All preferences are treated as equal initially, and sent out as equal to other admission authorities. However, if more than one school place can potentially be offered to an individual applicant, the single offer is for the school the parent ranked highest.

The Herefordshire application form invites all parents resident in the County to name 3 preferred schools, in order of preference, by 31st October 2010. It is made clear that parents should name all schools for which they wish their child to be considered for a place, including any voluntary aided schools, and/or any maintained schools outside the County. There is agreement with other Councils that the closing date of 31st October 2010 will be respected even if this date is officially later than the other admission authorities closing date. This will be important if a parent expresses a preference for a school outside Herefordshire.

Initial Allocation Process

By w/c 15th November 2010, the Admission Office sends other admission authorities/LA's details of applicants for their schools.

Admission authorities then apply their admission criteria, including any selection tests, and will send the Admission Office by 7th January 2011 a list indicating the order in which all children for whom applications to the school have been made have priority by reference to the over-subscription criteria.

Although all applications need to be assessed and grouped against the criteria, admission authorities of significantly oversubscribed schools need not give individual rankings to

applicants in the lowest priority groups for admission, if there is no likelihood of being able to offer them a place after elimination of multiple offers. The Admission and Transport Office will draw up a similar list for any school for which it is the admission authority. After other admission authorities have sent their ranked lists to the Local Authority in whose area they are located, each Local Authority should have a list for each of its maintained schools.

Finalising the Allocation Arrangements

Herefordshire will then compare the lists for all schools in its area. When a child qualifies for one of the available number of places at more than one school, the Admission and Transport Office provisionally allocates a place at the school indicated by the terms of its co-ordinated scheme. It also adjusts the list for any other school for which a preference was expressed by that parent, moving another child who was previously not allocated a potential place up the list to the provisional place, which has been vacated.

By 11th February 2011, the Admission Office (whose own decisions on which school to offer, in the event of multiple potential offers, will have been made in accordance with its model scheme, i.e. the school ranked highest by the parent) will also have received similar notifications from other Local Authorities of any places which those Local Authorities or schools in their areas can offer in response to any preference expressed by one of their residents. Monmouthshire and Powys will not have a co-ordinated scheme in place by September 2011. But they will supply information to Herefordshire on applicants applying for schools in the county.

Herefordshire has agreed that the appropriate authority will make where the highest ranked school is situated in Monmouthshire or Powys the offer of the place, which is likely to be before the official date of 1st March. When this situation arises the Admission and Transport Office will only confirm that an offer has been made by another Council. That confirmation will be sent on 1st March.

Clearly, if no preferred school in the home Local Authority can be offered, the Admission and Transport Office need not look for an alternative place if it knows that another Local Authority will be making an offer.

Late Applications

Between 31st October 2010 and 11th February 2011 (final allocation list) it is likely that the Admission and Transport Office will receive late applications. The Council has agreed within its co-ordinated scheme to accept these applications, on the understanding that the delay was reasonable, for example service family moving to the 22 SAS regiment or a family moving into the area. Because the individual circumstances will vary from application to application the determination of the Director of Children & Young People or her nominee will decide what is reasonable. In the case of another admission authority the determination will be made by the Governing Body.

Applications received after 11th February 2011 will be placed on a waiting list based on the oversubscription policy. Allocations will be made against the preference order as vacancies occur although the Admission and Transport Office will endeavour to offer a suitable school

at a reasonable distance to the child's home where vacancies exist. However, parents will be able to appeal against the decision that an offer to their preferred school has not been made.

Offer of a Place

If any child looks like remaining unplaced, the Admission and Transport Office considers how to place them in schools within its area, having regard to any reasons expressed by the parent for their (unsuccessful) preferences. Each Local Authority then sends the schools, which it maintains, the final lists of pupils to be allocated places. On 1st March 2011 – the 'national offer day' for secondary schools – it writes to every resident parent who filled in its secondary application form, to tell them of their allocated school place. Where the school in question is its own admission authority, the Local Authority must state that the offer is being communicated on behalf of that school's governing body.

Herefordshire Maintained Schools Published Admission Numbers (PAN) for 2011/2012

| Primary Schools | PAN |
|---|------------|
| Almeley Primary School | 9 |
| Ashfield Park Primary School | 68 |
| Ashperton Primary School | 25 |
| Bosbury C Of E Primary School | 20 |
| Brampton Abbotts Primary School | 20 |
| Bredenbury Primary School | 10 |
| Bridstow Primary School | 15 |
| Broadlands Primary School | 60/45 |
| Brockhampton School | 26 |
| Burghill C P School | 15 |
| Burley Gate C Of E Primary School | 15 |
| Canon Pyon V C School | 13 |
| Clehonger V C School | 28/21 |
| Clifford Primary School | 10 |
| Colwall C Of E Primary School | 28 |
| Cradley C Of E School | 20 |
| Credenhill, St Mary's C E Primary School | 30 |
| Dilwyn C Of E School | 8 |
| Eardisley C Of E Primary School | 15 |
| Eastnor C Of E Primary School | 12 |
| Ewyas Harold Primary School | 20 |
| Fownhope St Mary's C. E. Primary School | 19 |
| Garway Primary School | 15 |
| Goodrich School | 17 |
| Gorsley Goffs C Of E Primary School | 25 |
| Hampton Dene Primary School | 30 |
| Steiner Academy | 26 |
| Holme Lacy Primary School | 10 |
| Holmer C Of E Primary School | 60 |
| Ivington Primary School | 15 |
| Kimbolton, St James C Of E Primary School | 15 |
| Kings Caple School | 10 |
| Kingsland C Of E Primary School | 20 |
| Kingstone & Thruxton Primary School | 30 |
| Kington Primary School | 30 |
| Lea C Of E County Primary School | 15 |
| Ledbury Primary School | 60 |
| Leintwardine Endowed Primary School | 15 |
| Leominster Infant School | 90 |
| Leominster Junior School | 90 |
| Little Dewchurch School | 9 |
| Llangrove C Of E Primary School | 12 |
| Longtown Primary School | 8 |
| Lord Scudamore Primary School | 88 |
| Lugwardine Primary School | 30 |
| Luston Primary School | 20 |
| Madley School | 24 |
| Marden C P School | 17 |
| Marlbrook Primary School | 60 |

| | |
|---|----------------|
| Michaelchurch Escley Primary School | 8 |
| Mordiford C Of E Primary School | 19 |
| Much Birch V C School | 28/30 |
| Much Marcle C Of E Primary School | 17 |
| Orleton C E Primary School | 30 |
| Our Lady's Roman Catholic Primary School | 30 |
| Pembridge C Of E Primary School | 13 |
| Pencombe V A School | 8 |
| Peterchurch Primary School | 15 |
| Riverside Primary School | 90 |
| Shobdon C P School | 10 |
| St Francis Xaviers R C Primary School | 30 |
| St James C E Primary School | 30 |
| St Josephs RC Primary School | 20 |
| St Martins Primary School | 60 |
| St Michaels C Of E Primary School | 15 |
| St Paul's C Of E Primary School | 60 |
| St Peter's Primary School | 30 |
| St Thomas Cantilupe C E School | 30 |
| St Weonards C P School | 15 |
| Staunton-on- Wye Endowed Primary School | 10 |
| Stoke Prior Primary School | 11 |
| Stretton Sugwas V C School | 15 |
| Sutton Primary School | 12 |
| Trinity Primary School | 84 |
| Walford Primary School | 28 |
| Wellington C P School | 28 |
| Weobley C P School | 30 |
| Weston Under Penyard C Of E Primary School | 13 |
| Whitbourne School | 10 |
| Whitchurch V A School | 17 |
| Wigmore Primary School | 30 |
| Withington Primary School | 15 |
| Secondary Schools | PAN |
| Aylestone High School | 150 |
| Bishop Of Herefords Bluecoat School | 236 |
| Fairfield High School | 90 |
| John Kyrle High School And Sixth Form Centre | 210 |
| John Masefield High School | 174/150 |
| Kingstone High School | 136 |
| Lady Hawkins High School | 90 |
| Queen Elizabeth Humanities College | 80 |
| St Marys Roman Catholic High School | 135 |
| The Hereford Academy | 180 |
| The Minster College | 140 |
| Weobley High School | 100 |
| Whitecross Hereford High School and Specialist Sports College | 180 |
| Wigmore High | 90 |

| | |
|-------------------------|---|
| MEETING: | HEREFORDSHIRE LOCAL ADMISSIONS FORUM |
| DATE: | 18 MARCH 2010 |
| TITLE OF REPORT: | AMENDMENTS TO SCHOOL PLANNED ADMISSION NUMBERS |
| OFFICER: | ADMISSIONS AND TRANSPORT MANAGER |

CLASSIFICATION: Open

Wards Affected

Potentially countywide.

Purpose

To consider changes to the Planned Admission Numbers (PAN) at Broadlands, Clehonger and Much Birch Primary Schools; and John Masefield High School.

Key Decision

This is not a Key Decision.

Recommendations

THAT the Committee considers the individual school requests and the change in PAN at:

- (a) **Broadlands Primary School is agreed.**
- (b) **Clehonger C E primary School is agreed.**
- (c) **Much Birch V C Primary School is agreed.**
- (d) **John Masefield High School is agreed.**

Key Points Summary

Alternative Options

1. No alternative options other than to refuse individual school PAN change requests.

Further information on the subject of this report is available from
Andrew Blackman, Admissions & Transport Manager on (01432) 260927

Reasons for Recommendations

2. It is the role of Herefordshire's Local Admission Forum to consider school requests for PAN changes and make decisions whether to agree or refuse such requests.

Introduction and Background

3. According to the new School Admissions Code section 1.17 "Admission authorities of maintained schools **must** set admission numbers with regard to the capacity of the school" and "Admission authorities are required to consult before setting or amending a published admission number".

Herefordshire is currently experiencing a continued decline in the overall pupil numbers. This affects schools in different ways, with the additional affects of the Schools Admissions Code presumption to meet parental preference, subject to certain conditions. Overall funding to support pupils, schools and services is determined largely by the overall number of pupils. Local Authority services and schools are facing a number of pressures as a result which have led to redundancies and reconfigurations of Local Authority and school staff. A number of schools over the past year have requested changes in PAN, in part as a result of these pressures, or alternatively to expand their PAN to provide for increased demand in pupil numbers in arrangements that can be met in staffing and organisational terms.

Herefordshire Cabinet has requested that clusters of schools respond to the Herefordshire Schools Task Group work, by September 2010, with a formal evaluation of different options to feed into the creation of a strategic plan for Herefordshire.

The following schools have made specific requests within the context set out above:

(a) Broadlands Primary School

Broadlands has requested a reduction in its PAN from 60 to 45, giving rise to a revised school capacity of 315 pupils. For information the current makeup of preferences (1st, 2nd & 3rd) received so far for places to be offered for its new year R starting in September 2010 is:

| Category | Number |
|---------------------|--------|
| Statemented child | 0 |
| Catchment Sibling | 5 |
| Catchment | 4 |
| Sibling Out of Area | 3 |
| Out of Area | 3 |
| Total | 15 |

There are currently 201 pupils on roll. Made up as follows:

| Year Group | Number of pupils |
|-------------------|-------------------------|
| Reception | 15 |
| 1 | 19 |
| 2 | 29 |
| 3 | 30 |
| 4 | 37 |
| 5 | 26 |
| 6 | 45 |

The proposed reduction is in line with the official sufficiency (capacity) assessment for the school and also reflects the reduction in current and forecasted demand for places.

A reduction in PAN will have no impact upon other schools in the cluster/neighbouring primary schools:

| School | PAN | 1st Pref 2010 | Capacity | No. of pupils on roll (Spring 2010) |
|------------------------------------|------------|---------------------------------|-----------------|--|
| St James C of E Primary | 30 | 27 | 210 | 207 |
| St Thomas Cantilupe C of E Primary | 30 | 27 | 210 | 192 |
| Marden Primary | 17 | 14 | 119 | 83 |
| Sutton Primary | 12 | 10 | 84 | 66 |
| Wellington Primary | 28 | 9 | 196 | 93 |
| Withington Primary | 15 | 6 | 105 | 90 |

A copy of the formal request from Broadlands Primary School is attached in the Appendix.

(b) Clehonger C E Primary School

Clehonger Primary School has requested a reduction in its PAN from 28 to 21. A PAN of 21 would give a school capacity of 147 pupil places.

For information the current makeup of 1st preferences received so far for places to be offered for its new year R starting in September 2010 is:

| Category | Number |
|---------------------|---------------|
| Stamented child | 0 |
| Catchment Sibling | 4 |
| Catchment | 0 |
| Sibling Out of Area | 6 |
| Out of Area | 5 |
| Total | 15 |

There are currently a total of 119 pupils on roll made up as follows:

| Year Group | Number of pupils |
|-------------------|-------------------------|
| Reception | 8 |
| 1 | 19 |
| 2 | 19 |
| 3 | 18 |
| 4 | 12 |
| 5 | 20 |
| 6 | 23 |

The proposed reduction is in line with the official sufficiency (capacity) assessment for the school and also reflects the reduction in current and forecasted demand for places.

A reduction in PAN will have no impact upon other schools in the cluster/neighbouring primary schools:

| School | PAN | 1 st Pref 2010 | Capacity | No. of pupils on roll (Spring 2010) |
|------------------------------|-----|---------------------------|----------|-------------------------------------|
| Ewyas Harold Primary | 20 | 17 | 140 | 119 |
| Garway Primary | 15 | 4 | 105 | 53 |
| Kingstone & Thruxton Primary | 30 | 23 | 210 | 170 |
| Madley Primary | 24 | 31 | 168 | 185 |
| Much Birch C of E Primary | 28 | 32 | 196 | 192 |

A copy of the formal request from Clehonger V C Primary School is attached in the Appendix.

(c) Much Birch V C School

Much Birch V C Primary School has requested an increase in its PAN from 28 to 30.

For information the current makeup of 1st preferences received so far for places to be offered for its new year R starting in September 2010 is:

| Category | Number |
|---------------------|--------|
| Stamented child | 0 |
| Catchment Sibling | 5 |
| Catchment | 7 |
| Sibling Out of Area | 10 |
| Out of Area | 10 |
| Total | 32 |

The current sufficiency calculation for the school gives it a capacity in the range 189 to 210 i.e. a range in the PAN of 27 to 30.

If the school were operating a PAN of 30 for the 2010 admissions round then currently the “29th place” would be offered to a pupil who has Lord Scudamore as a 2nd preference (normally over subscribed with 1st and 2nd preferences) and lives in the St Martin’s catchment area. The “30th place” would be offered to a pupil who has Riverside as a 2nd preference (normally under subscribed) and lives in the Marlbrook catchment area.

Contextual data for the above mentioned schools and Cluster schools:

| School | PAN | 1st Pref 2010 | Capacity | No. of pupils on roll (Spring 2010) |
|------------------------------|------------|---------------------------------|-----------------|--|
| Ewyas Harold Primary | 20 | 17 | 140 | 119 |
| Garway Primary | 15 | 4 | 105 | 53 |
| Kingstone & Thruxton Primary | 30 | 23 | 210 | 170 |
| Madley Primary | 24 | 31 | 168 | 185 |
| Clehonger Primary | 28 | 15 | 196 | 119 |
| Lord Scudamore Primary | 88 | 85 | 616 | 571 |
| St Martins Primary | 60 | 35 | 420 | 307 |
| Riverside Primary | 90 | 28 | 630 | 335 |
| Marlbrook Primary | 60 | 64 | 420 | 401 |

There are currently a total of 192 pupils on roll made up as follows:

| Year Group | Number of pupils |
|-------------------|-------------------------|
| Reception | 29 |
| 1 | 30 |
| 2 | 30 |
| 3 | 27 |
| 4 | 17 |
| 5 | 29 |
| 6 | 30 |

Years Groups with more than 28 pupils are as a result of successful parental appeals.

For the 2009/2010 admissions round there were 32 1st preferences and for the 2008/2009 admissions round there were 33 1st preferences for Much Birch V C Primary School.

A copy of the formal request from Much Birch V C Primary School is attached in the Appendix.

Please note the four most relevant sections of the new School Admissions Code regarding PAN increases:

1.19 In the case of maintained schools, the local authority, as the strategic commissioner of school places, has the final decision over whether a school can admit above its published admission number. For Academies the final decision rests with the Secretary of State. Admission authorities **must** consider the overall effect on the school in continually admitting over the admission number and where they admit more than a total of 26 children above their admission number in any three year period, they **must** determine a higher admission number at the next opportunity. Admitting above the admission number does not amount to an increase in the school's admission number which can only be changed via the determination of admission arrangements or once determined, for a maintained school, via a referral to the Schools Adjudicator.

1.20 It is proposed that statutory proposals will no longer be required for schools that wish to increase their published admission number by 27 or more pupils¹⁷. However, statutory proposals are still required for schools proposing an enlargement to their premises which would increase the physical capacity of the school by more than 30 pupils and either by 25 per cent or by 200 pupils (whichever is the lesser). Any admission authority wishing to increase a school's published admission number can propose to do so during the consultation and determination of admission arrangements for all schools in the area. Consultation requirements are set out in paragraphs 1.25 to 1.30. The governing bodies of community and voluntary controlled schools for whom the local authority is the admissions authority can make representations to the local authority to increase their published admission number by writing to them with their proposal. Although the local authority, as the admissions authority, will determine the final published admission number of the school, section 88H of the SSFA allows for community and voluntary controlled schools to object to the Schools Adjudicator if they do not agree with the admissions number which has been determined for them (see Chapter 4).

1.21 If an admission authority for a maintained school wishes to increase the admission number of a school after their admission arrangements have been determined, as a result of a major change in circumstance, they **must** refer a variation to do this to the Schools Adjudicator (see paragraphs 4.23 to 4.27), except in very limited circumstances. The determination by the Schools Adjudicator **should** follow the approval by the local authority of any related proposals for enlargement of the school. A request to the Schools Adjudicator to increase admission numbers **should not** delay the local authority in co-ordinating admissions in order to make all offers to parents.

1.22 Local authorities and the Schools Adjudicator, when making decisions over setting an admission number or admitting above them, **should** have regard to the presumption that proposals to expand successful and popular schools, except grammar schools, **should** be approved. The existence of surplus capacity in neighbouring schools **should not** in itself be sufficient to prevent expansion, but the local authority **should** consider how they can take parallel action to remove surplus places.

(d) John Masefield High School

John Masefield High School has requested a decrease in its PAN from 174 to 150, which would, as the new PAN is applied to subsequent intakes, reduce the number of Year 7 to Year

11 places from 870 to 750. This is supported by the sufficiency (capacity) assessment for the school and reflects current and forecast demand for places. If at some point in the future more than 150 pupils apply for places then parents would still have the right to appeal. However as illustrated below it is not likely to be catchment pupils who find themselves in this situation.

For information the likely makeup of the categories of places to be offered for its new Year 7 starting in September 2010 is:

| Category | Number |
|---------------------|---------------|
| Stamented child | 1 |
| Looked After Child | 1 |
| Catchment Sibling | 41 |
| Catchment | 95 |
| Sibling Out of Area | 8 |
| Out of Area | 14 |
| Total | 160 |

The 14 “Out of Area” requests for places are 5 Queen Elizabeth catchment pupils and 9 Out of County pupils. If the revised PAN of 150 was applied then the 4 “Out of Area” places then available would be offered to 4 Gloucestershire pupils.

There are currently a total of 746 pupils on roll made up as follows:

| Year Group | Number of pupils |
|-------------------|-------------------------|
| 7 | 141 |
| 8 | 152 |
| 9 | 153 |
| 10 | 149 |
| 11 | 151 |

The current sufficiency calculation for the school gives it a capacity in the range 688 to 785 i.e. a range in the PAN of 138 to 157.

A copy of the formal request from John Masefield School is attached in the Appendix.

Comment

It is noted that in all three PAN reduction cases the revised PANs meet the needs of children from the catchment areas.

In the PAN increase case the revised PAN is not to meet demand from catchment children but rather from out of catchment parental preference children. The School Admissions Code requires Local Authorities to support such requests to maximize parental preferences.

Key Considerations

4. The national timing for consultation does not allow these requests to be delayed to tie in with school cluster discussions and any recommendations that may be made to Cabinet in October 2010. The requests for reductions in PAN reflect long term demographic trends.

Increases in PAN must be in accordance with the school's net capacity assessment, which is the case for Much Birch V C Primary School. The LA has a duty to maximize parental preferences where possible.

Community Impact

5. Not applicable.

Financial Implications

6. None.

Legal Implications

7. See comments under Risk Management.

Risk Management

8. The LA may be challenged in respect of its role to maximize parental preference wherever possible. However the LA must consider the implications of maximising parental preference within a strategic context. The work that results from Cabinet recommendations and the work of school clusters will be key to providing an agreed strategy within which to consider increases in PANs in response to parental preferences.

Consultees

9. Not applicable.

Appendices

10. Appendix - Copies of school PAN change request letters.

Background Papers

None

BROADLANDS PRIMARY SCHOOL

Prospect Walk - Hereford HR1 1NZ

Miss L Taylor
Head Teacher

Tel 01432 266772
Fax 01432 263409

Email: admin@broadlands.hereford.sch.uk

11 February 2010

Mr A Blackman
Admissions & Transport Manager
Children's Services
PO Box 185
Blackfriars Street
Hereford
HR4 9ZR

Dear Andrew

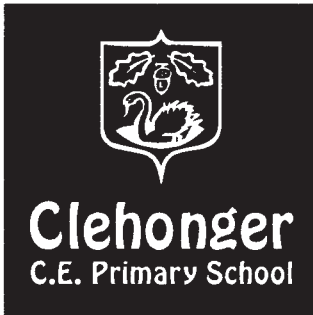
At a governor's meeting on Thursday 28th January 2010 the governors agreed to the proposed reduction in PAN from 60 to 45. Bearing in mind the falling roles over the past five years, the current number on role and the recent sufficiency assessment, the governors were in agreement with the recommendation of reducing the PAN.

I would be grateful if this request could be put forward at the next Local Admissions Forum in order to take effect from September 2011.

Yours sincerely



Matthew Lake
Chair of Governors

8th February 2010

HEADTEACHER
Mrs S Jones

Gosmore Road, Clehonger
Hereford HR2 9SN

Tel: 01981 250218

Fax: 01981 251409

Email: admin@clehonger.hereford.sch.uk

Dear Andrew,

At Clehonger School we have been affected by falling rolls and will be reducing to five classes (instead of seven) next September (2010). After going through a long process of evaluation and discussion among both teaching and support staff, we have succeeded in making our financial situation viable by a considerable voluntary reduction in staff hours.

I have discussed this matter in detail with Karen Knight and we have looked at the suitability of the accommodation. Therefore, I am asking you to reduce our Planned Admission Number to 21 from September 2011.

We plan to use one classroom as a dedicated space for music and Circle time and another for a library. We have two year groups which are very small in number and will merge those classes with adjacent year groups.

Yours sincerely,

S. M. Jones

S. M. Jones
(Headteacher)

D. Thomas
(Chair of Governors)

Mr Andrew Blackman,
School Admissions and Transport
Herefordshire Council
Blackfriars
Blackfriars Street
Hereford
HR4 9ZR





Much Birch V.C. School

Much Birch • Hereford • HR2 8HL

Telephone: (01981) 540254 • Fax: (01981) 541019

Email: admin@much-birch.hereford.sch.uk • www.much-birch.hereford.sch.uk

Head Teacher: Mr C. Howard M.Ed

helping every mind grow

Our Ref:CH/adt

18th December 2009.

Andrew Blackman Esq.
Admissions & Transport Manager
P O Box 185
Blackfriars Street
HEREFORD
HR4 9ZR

Dear Mr Blackman

Proposed Admission Arrangements 2011/12

The Governing Body have asked I write on their behalf in respect of our PAN.

For a number of years we have exceeded our current PAN of 28 due to the popularity of Much Birch School. For instance our reception class intake in 2007-8 was 29, 2008-9 30 and 2009-10 29. (This does not take account of the over subscription on PA1's for each year)

The facilities at school have been greatly enhanced over the last eighteen months by our new build and refurbishment and this now means we have internal capacity for seven classrooms plus one further additional teaching space.

Given the above we feel that our PAN should be raised from 28 to 30, as it was originally rather than leaving it at 28 as stated in the consultation document.

We were lead to believe that under new government legislation schools would have greater scope for admitting over PAN and feel our school should be considered for an increase.

This is not the first time the governing body have requested such a raise in PAN, as you are aware and again hope on this occasion their request will be received favourably.

Yours sincerely,

A handwritten signature in black ink, appearing to read 'C Howard'.

Mr C Howard



27 January 2010


Mr A Blackman
Admissions & Transport Manager
School Admissions
Herefordshire Council
Children & Young People's Directorate
Blackfriars
PO BOX 185
Blackfriars Street
Hereford
HR4 9ZR

Dear Mr Blackman

I am formally writing to request to reduce the PAN of John Masefield High School to 150. This proposal was formally considered and unanimously supported at our Governing Body meeting of 19 January 2010. The reasons for making this reduction are as follows:

1. The school does not have sufficient space to accommodate 1000 or more students. A total maximum capacity of 900 is much more sensible.
2. There are insufficient young people in the area to ever fill a year group with 170 students.
3. Our current PAN of 174 makes it look as if we are undersubscribed and an unpopular school. This is not the case. We are the first choice school for 80-90% of parents of children in our catchment area and 20-25 parents from outside our catchment area choose John Masefield as their first choice school.
4. With a PAN of 150 it gives 5 classes 30 students. However we could run 6 classes in English and Maths because progress in core subjects is so important and 6 classes in practical subjects.
5. 150 places would give sufficient places for everyone who wanted to send their son or daughter here. My prediction would be that most years we would have between 10 and 20 spare places rather than 40 spare places which is the situation we currently predict for 2011 and years beyond.

Yours sincerely


Spencer Lane
Chair of Governors