

# Constitution of the Local Admissions Forum

## REPORT BY ADMISSIONS AND TRANSPORT MANAGER

LOCAL ADMISSIONS FORUM

19TH JUNE 2008

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### Wards Affected

Countywide

### Purpose

To consider and agree updates to Herefordshire's Local Admissions Forum Constitution so that it is in accordance with the School Admissions Code 2007.

### Financial Implications

None

### Background

In accordance with the School Standards and Framework Act 1998, the Herefordshire Local Admissions Forum (LAF) was set up and its current Constitution is attached at Appendix 2.1. The School Admissions Code 2007 is made under Section 84 of the School Standards Framework as amended by Section 40 of the Education and Inspections Act 2006. Admission Authorities must ensure that determined admission arrangements for 2008 comply with the mandatory provisions of this Code. This report sets out to amend the current LAF Constitution to reflect the provisions of the 2007 Code and to improve certain aspects of the Constitution. The following sets out specific changes, recommended to LAF.

### Report

1. The Schools Admissions Code 2007 has updated the former Code in a number of aspects. The current Constitution, constructed as a result of an earlier School Admissions Code, is attached as Appendix 2.1. Arrangements made under Section 86 (1) of the previous Act has now been replaced by the "Hard to Place Pupils Protocol". It is suggested therefore that the bold italic wording as set out in paragraph (g) under the heading 'Role of the Forum' be deleted and replaced with the underlined wording in the same paragraph.
2. It is also suggested, as a result of the new Admissions Code, that a new paragraph (j) (i) to (viii) be inserted which indicates the detail to be covered in the Annual Report and is set out in the Appendix and is underlined. This refers to the publication of an Annual report and brings the Constitution in line with the Code. It should be noted that the LAF already considers and agrees an Annual report but its necessity is not contained in the Constitution.

3. The current Constitution requires the Members to receive the Agenda at least five working days prior to the meeting. The Code has amended this to seven days notice of the date and time of the meetings and the circulation of any documents relevant to the Agenda items seven days in advance of the meeting. An appropriate amendment is underlined in Appendix 2.1 under the heading 'Convening and Notice of the Meetings'.
4. With regard to Core Membership, the Membership as it stands complies with the Code. Member's attention is however drawn to Membership of the LAF and in particular its 'Core Members' and Local Community representatives. Shaun McLurg (Head of Safeguarding and Assessment – Children and Young People's Directorate) has been one of the Local Community representatives. With agreement from Shaun McLurg, this place within the Local Communities representatives' section in the Core Membership will be taken by a Member of the Armed Services Community. The LAF will be advised of who will be taking this position in due course.
5. Within the Core Membership, 3 Parent Governor representatives are appointed to the LAF and must serve on the Children's Services Scrutiny Committee. If one or more of these representatives needs to be replaced, it can take some time to proceed through the Children's Services Scrutiny Committee's election process to achieve the replacements. For this reason, it is suggested that the Constitution be amended so that the Parent Governor representatives are appointed by the Herefordshire Parent Governor Association. In the Core Members Membership paragraph (vi), it is suggested that the emboldened wording be replaced by the underlined wording.

## **Recommendations**

**THAT: the amendments to the Local Admissions Forum Constitution as set out in the Appendix to this report be approved and where appropriately noted.**

## **Background Papers**

School Standards and Framework Act 1998

Education and Inspections Act 2006

Education (Admission Forums) (England) Regulations 2002, as amended by the Education (Admission Forums) (England) (Amendment) Regulations 2007

School Admissions Code 2007

## **Appendices**

Appendix 2.1