

Meeting:	Harrow Admissions Forum
Date:	1 December 2008
Subject:	Review of information requested on In-Year application forms
Key Decision: (Executive-side only)	Yes
Responsible Officer:	Heather Clements, Director Schools and Children's Development
Portfolio Holder:	Cllr Anjana Patel, Schools and Children's Development
Exempt:	No
Enclosures:	Appendix 1 – copy of current primary and secondary application form.

### **Section 1: Summary**

## **Section 1 – Summary and Recommendations**

### ***Recommendations:***

To agree the change to the information requested as part of the application process for an in-year primary / secondary school place.

### ***Reason: (For recommendation)***

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## SECTION 2 - REPORT

### Background

At the last meeting of the Harrow Admission Forum, Members received a report on the in-year application process. After discussion and consideration of the matter, Members asked that legal advice be sought regarding the inclusion or removal of the questions, as raised by the Portfolio Holder for Schools and Children's Development and the advice be reported back to the panel.

The view of the legal adviser is that it is not appropriate for information that is not part of the admissions process to be included on the application form. Therefore, the following questions will be removed:

- How long has the child lived in the UK?
- Which languages are spoken in your home?
- Does your child speak English? If yes, say how well.

### Financial Implications

There are no financial implications arising from this report.

### Performance Issues

There are no performance issues arising from this report.

## Section 3 - Statutory Officer Clearance

Name: John Stansfield	<input checked="" type="checkbox"/>	on behalf of the* Chief Financial Officer
Date: 25.11.08		
Name: Rosemarie Martin	<input checked="" type="checkbox"/>	on behalf of the* Monitoring Officer
Date: 25.11.08		

## Section 4 - Contact Details and Background Papers

Contact: Madeleine Hitchens, Manager Place Planning & Admissions – 020 8424 1398 [madeleine.hitchens@harrow.gov.uk](mailto:madeleine.hitchens@harrow.gov.uk)

Background Papers: N/A: