

Committee:	Harrow Admissions Forum.
Date:	21 October 2009
Subject:	INFORMATION REPORT – New requirement to co-ordinate primary and in-year admissions
Responsible Officer:	Heather Clements, Director of Schools and Children’s Development
Portfolio Holder:	Councillor Anjana Patel, Portfolio Holder Schools and Children’s Development
Exempt:	No
Enclosures:	Appendix 1 – Step by step explanation of co-ordination

Section 1 – Summary

This report informs members of the Harrow Admissions Forum of the new requirement to co-ordinate admissions as follows:

- In-year admissions with effect from September 2010
- Admission to Reception class as from September 2011.

FOR INFORMATION

Section 2 – Report

Current arrangements

Transfer from primary to high school

11+ transfer

Every year around 60,000 pupils living in London transfer to high school, many crossing borough boundaries to do so. All 33 London boroughs and some councils bordering the capital (eg Hertfordshire) have signed up to a system to co-ordinate admissions to their high schools.

Under the Pan-London Co-ordinated Admissions System, all parents list the schools that they want to apply for on one form, ranking them in order of preference. This form is returned to the council in which the child/family lives.

All councils taking part in the Pan-London Co-ordinated Admissions System then use a computerised system to pass on details of applications for schools in other areas and to co-ordinate the offer of places to make sure that nobody gets offered more than one school place. The decision on whether a place can be offered will continue to be made by the admission authority for each school listed on the application form. Where a school is oversubscribed, its published admission criteria will be used to decide the order in which applicants will be offered places. The council holds the offer for the highest preference on the parents' form and releases all other lower preference offers, so that these places can be offered to other applicants. Potential offers are then exchanged between councils until they are in a position to make the single best offer to parents using all available places. (See appendix 1 for step by step explanation of the co-ordinated process).

12+ transfer

Currently, transfer to Harrow community high schools varies slightly from the 11+ scheme in that the way parents apply for a place in Year 8 is the same whether applicants live in Harrow or in another borough. Following the change in age of transfer, September 2010 will see the final cohort of children transferring in Year 8 to high school. For the 2011/12 academic, all applications will be dealt with under the 11+ scheme of co-ordination.

Changes introduced for September 2010 and September 2011.

From the 2010-2011 academic year, there is a new requirement for local authorities to formulate a scheme for co-ordinating in-year applications. That is applications made during the academic year and applications for admission to age groups other than the normal year of entry. This scheme must be formulated by 1 January 2010.

From 2011-2012 onwards, local authorities must formulate schemes for co-ordinating all applications to maintained schools from parents in their area, whenever received, and for whichever age group, under one scheme.

Section 3 – Further Information

Full details of the draft schemes of co-ordination will be presented to the Admissions Forum at its next meeting as part of the report on Consultation on Admission Arrangements for 2011-12.

Section 4 – Financial Implications

The new admission arrangements will impact on the work of the admissions service however it is not expected that it will require additional resources.

Name: ...Emma Stabler....



on behalf of the
Chief Financial Officer

Date:8.10.09.....

Section 5 - Contact Details and Background Papers

Contact: Madeleine Hitchens, Manager, Place Planning & Admissions 020 8424 1398

Background Papers: N/A

How places are allocated under Harrow's 11+ Transfer Co-ordinated Admissions Scheme for Harrow community and voluntary aided schools and schools outside of Harrow

STEP 1

Applications for Harrow community high schools will be dealt with by the Harrow Admissions Service. If you have named a Harrow voluntary aided school on the application form, we will send details of your application to them, as they are responsible for their own admissions. If you have named a secondary school in another council on the application form, we will send details of your application to that council.

STEP 2

If a school has more children applying than places available, the council/school governors will use their published rules to decide to whom to allocate places. Harrow's voluntary aided schools and other councils will then tell us if they can allocate you a place.

STEP 3

Once we have details of which children can be offered places, we will co-ordinate all the offers to make sure that only one offer is made. We do this by applying the ranking information you gave on the application form in the following way:

- If your child meets the rules for more than one of the schools you have asked for we will look at the rankings you gave the schools and offer you a place at your highest-ranked school.
- If your child meets the rules for only one of the schools on your list, we will offer you a place there.

STEP 4

Offers for schools placed lower on your list of preferences will not be made when a higher preference school has been offered.

STEP 5

If you applied on line, offers will be available to view from 7.00 am on 2 March 2010. Letters will be posted first class to all applicants on 1 March 2010. If you wish to accept the place, you need to fill in the reply form provided and return it to the Admissions Service at the Civic Centre by Monday, 25 March 2010. Later the school will contact you with details of arrangements for your child to start at the school, including any preliminary visits and parents' evenings.

STEP 6

Once offers have been made on 1 March and up to 31 August 2010, Harrow will seek to ensure that a place is not offered at a school in its area ranked on the CAF as a lower preference than any school already offered to a parent (see Step 4 above).