

REPORT FOR: **CABINET**

Date of Meeting:	18 March 2010
Subject:	Determination of Community School Admission Arrangements – Academic Year 2011-12
Key Decision:	Yes
Responsible Officer:	Heather Clements, Director Schools and Children’s Development
Portfolio Holder:	Councillor Anjana Patel, Schools and Children’s Development
Exempt:	No
Decision subject to Call-in:	Yes
Enclosures:	Appendix 1: Protocol for Nursery admissions Appendix 2: Draft admission arrangements for 2011-12 PART A Definitions (i.e. terms used in community school admission rules). PART B How places will be allocated in Harrow’s community school nursery classes. PART C(i) How places will be allocated in community reception classes PART C(ii) How places will be allocated in community junior schools PART C(iii) Admission to community primary schools after the main allocation of places PART D(i) How places will be allocated in community co-educational high schools.

PART D(ii)	How place will be allocated to Bentley Wood High School for Girls
PART D(iii)	Admission to community high schools after the main allocation of places
PART E	Schemes of co-ordination <ul style="list-style-type: none"> • Primary • Secondary • Infant to Junior • In-year
PART F	Admission to Harrow Sixth Form Collegiate
PART G	Fair Access Protocol
PART H	Relevant Area
Appendix 3	Risk register
Appendix 4	Recommendation from the Harrow Admissions Forum meeting 10 February 2010

(Due to the size of the appendices, they have been circulated to Cabinet Members and key officers only. A hard copy is available on request. The appendices have been published with the agenda and can be viewed on the website)

Section 1 – Summary and Recommendations

Harrow is required to consult before determining admission arrangements for community schools. Consultation took place between 30 November 2009 and 29th January 2010. Members of the Harrow Admissions Forum (HAF) at their meeting on 10 February 2010 made the following recommendations for the Cabinet's consideration.

Recommendations:

Cabinet is requested to consider the recommendations made by the Harrow Admissions Forum and agree the admission arrangements for Harrow community schools as follows :

1. To amend the nursery criterion as follows
If more applications are received than there are places in a Nursery, places will be allocated to children in date of birth order, with older children being offered places before younger children, as follows:
First Children, in date of birth order, who are Looked After by a

local authority.

Next Children, in date of birth order, referred by Harrow's Special Education Needs Assessment and Review Service.

Next Other children, in date of birth order.

If, under any criterion, there are more children with the same date of birth than there are places remaining in the nursery, then the available places will be offered to child(ren) who live closest. Distance will be measured in a straight line from the home address to the entrance to the nursery. Home to school distance will be measured by Harrow's School Admissions Service.

Parents will only be able to apply to one nursery. However, all unsuccessful applicants to be advised that their child's name can be added to the waiting list for any school.

In addition, and to ensure transparency and consistency across the borough, nursery class headteachers to agree a protocol, including a timetable for nursery applications and ways of dealing with multiple applications to ensure each child is only offered one nursery place (see Appendix 1).

2. To request nursery headteachers to indicate in the offer letter that a place in the nursery does not give automatic entry to the school and to confirm that parents must make a separate application for Reception.
3. To adopt the admission arrangements including the amended oversubscription criteria for primary and high schools (See Appendix 2) to ensure twins and other multiple birth children can attend the same school, with the proviso that for infant classes the School Admissions Code of Practice is changed to include twins and other multiple birth children as exceptions. For Reception, Year 1 and Year 2, this can only be adopted as an exception to the infant class size prejudice if and when approved by the Government
4. In line with the guidance and framework already provided, to agree clarification of the medical criterion as follows:

For primary and high school

The letter from the hospital consultant must provide information about the child's/ parents medical condition, the effects of this condition and why, in view of this, the child needs to attend the parent's preferred school.

If the school is not the closest to home, the consultant must set out in detail the wholly exceptional circumstances for attending this school and the difficulties if the child had to attend another school.

For high school only

Parental medical claims solely on the grounds of the young person's need to be accompanied on the journey to school will not be allowed.

Assessment of medical claims for parents

In assessing these applications independent advice will be sought as appropriate (eg for mental health claims advice will be sought through liaising with Harrow's Mental Health Service).

5. To adopt the proposed schemes of co-ordination for:
 - Primary admissions
 - Secondary transfer
 - Infant to Junior transfer
 - In-Year admissions.

6. **ADMISSION ARRANGEMENTS 2010**

To agree the proposal to amend the nursery tie-breaker to distance from home to school for the 2010 nursery admissions round as follows:

If more applications are received than there are places in a Nursery, places will be allocated to children in date of birth order, with older children being offered places before younger children, as follows:

- | | |
|-------|---|
| First | Children, in date of birth order, who are Looked After by a local authority. |
| Next | Children, in date of birth order, referred by Harrow's Special Education Needs Assessment and Review Service. |
| Next | Other children, in date of birth order. |

If, under any criterion, there are more children with the same date of birth than there are places remaining in the nursery, then the available places will be offered to child(ren) who live closest. Distance will be measured in a straight line from the home address to the entrance to the nursery. Home to school distance will be measured by Harrow's School Admissions Service.

7. **FAIR ACCESS PROTOCOL**

To amend the Fair Access Protocol as follows:

1. To make it clear that through the Protocol that Harrow may exceptionally require schools to admit children in excess of the published admission number in order to protect the interests of

vulnerable children and those with challenging behaviour. These pupils will be shared equally among Harrow schools. Pupils placed through the Protocol will take priority over children on the waiting lists.

2. To confirm that the principle underlying the whole protocol is that it applies only to children living in Harrow.
3. To include that “wherever possible children will be allocated to a school of their faith”.
4. To clarify that the protocol does not cover newly arrived children where a school place has been allocated but the parents have not taken up the place / the child has not started at the school.
3. To clarify that as far as is possible, primary pupils will be shared equally across the borough.

Reason:

There is a statutory requirement under the School Standards and Framework Act 1998 for admission authorities to determine admission arrangements by 15 April in the determination year (ie by 15 April 2010).

Section 2 – Report

Introductory paragraph

Under the School Standards and Framework Act 1998 Harrow is required to consult before determining its admission arrangements. The 1988 Act (as amended by the Education Act 2002) also requires each Local Authority to establish an Admissions Forum to provide a vehicle for admission authorities and other key interested parties to get together to discuss the effectiveness of local admission arrangements.

At its meeting On 18 November 2009 the Harrow Admissions Forum considered the current admission arrangements to assess how well they served the interest of local parents and children and agreed to consult on a number of amendments. Consultation took place between 30 November 2009 and 29 January 2010.

Options considered

Options Considered:

1. No change
The current arrangements were considered not to be fully compliant with the Code of Practice and were therefore liable to challenge.

2. Minimum change
Consult on changes to the admission arrangements to ensure the admission arrangements are compliant with the Code of Practice.

Recommendations

The Harrow Admission Forum met on 10 February 2010 to consider the feedback from the consultation and agreed a number of recommendations, detailed at the front of the report, to the Cabinet to be effective from the 2011-12 academic year and one amendment for the 2010 admission arrangements for nursery classes.

Consultation

Consultation arrangements

When

- Consultation on admission arrangements took place between 30 November 2009 and 29 January 2010. This met the statutory timetable for consultation.

Who was involved

- All Harrow governing bodies and schools
- Parents
- Community groups
- Neighbouring LAs

How

- Letter to all Headteachers. Chairs of Governors and Governors
- Information/pro-formas provided for schools to use with parents.
- Schools' normal communication channels (ie newsletters, parent's evenings, etc).
- Posters provided for schools, nurseries, pre-school playgroups, community notice boards, medical centres, doctors' surgeries, supermarkets, etc. to display in order to inform parents about the consultation
- Notice published in the local press
- Harrow People magazine January 2010.
- Harrow website.

Consultation Feedback

Response from Parents

92 individual responses were received from parents (including 6 website responses).

Parents were able to comment on any area of the admission arrangements. However, responses received concentrated mainly the following areas:

Nursery admission arrangements	FOR	AGAINST
Children looked after to be the highest criterion in the oversubscription criterion	70 (87.5%)	10 (12.5%)
Tie-breaker to be distance measured in a straight line from home to the nursery	67 (87%)	10 (13%)
Primary school admission arrangements		
Infant classes: Twins/multiple birth children to be offered the same primary school*	93 (96%)	3 (4%)
Other year groups		
To offers places to twins/multiple birth children, even if this exceeds a schools planned number	79 (94%)	5 (6%)
For Bentley Wood, to allocate twins the same random number so both are offered places	72 (89%)	9 (11%)
Other areas of admission arrangements	No specific themes emerged from the consultation	

*This is with the proviso that the School Admissions COP is amended to include twins/multiple-birth children as exceptions for Infant Class sizes.

Response from Schools, Governing Bodies, Governors

Two high schools and 9 primary schools responded to the consultation. Their responses are as follows:

High schools(1)	Headteacher	Chair of governors	Individual governors
	1	1	0
Primary schools(4)	Headteacher	Chair / VA admissions cttee	Individual governors
	1	2	6

Schemes of co-ordination	Fair access protocol	Harrow's relevant area
In favour		
0	7	0
Against		
0	0	0

Nursery admission arrangements	FOR	AGAINST
Children looked after to be the highest criterion in the oversubscription criterion	8	1
Tie-breaker to be distance measured in a straight line from home to nursery	8	0
HT to sign up and publish annual timetable	8	0
HTs to agree protocol for dealing with multiple-applications	8	0
Primary school admission arrangements		
Infant classes		
Twins/multiple birth children to be offered the same primary school (provided COP is amended)	9	0
Other year groups		
To offers places to twins/multiple birth children, even if this exceeds a schools planned number	9	0
For Bentley Wood, to allocate twins the same random number so both are offered places	10	0
Other areas of admission arrangements	See below**	

**The Governors of Nower Hill High School submitted the following comments about high school admission arrangements:

“We support the oversubscription criteria for High School admission at Year 7 except for the exclusion of a sibling link to students in the sixth form.

The Members of the Admissions Forum gave very careful consideration to the views of the governors and the information they presented but did not agree to change the current arrangement.

Response from Community Groups

A letter and consultation response pro-forma was sent to a number of community groups. No responses were received.

Response from Other LEAs and Admission Authorities

A copy of the consultation report and schemes of co-ordination were sent to neighbouring LEAs. No responses were received.

The response pro-formas and a full analysis of responses are available at the Harrow Admissions Service.

Financial Implications

There are no financial implications arising from this report.

Performance Issues

A fair and transparent admissions process is crucial to the local school system and to maintaining high standards found in Harrow's schools. The relevant national indicators include:

- NI 72 - 74 Key stage attainment
- NI 92 -93 Progression at key stages
- NI 102 Narrowing the gap - free school meals
- NI 104-5 Narrowing the gap - Special Educational Needs
- 107 Key stage 2 attainment for BME groups
- 108 Key stage 4 attainment for BME groups.

NI 72 – 107 'Enjoy and Achieve' indicators covering Key Stage achievement and progression, narrowing the gap for lower performing and vulnerable groups, attendance, behaviour, special educational needs. These are all areas of priority for Harrow as is reflected in Harrow's results, which are broadly inline with the national picture.

National Indicator 2007- 08	Harrow	National
Ni 72- % children achieving 78 points or more & at least 6 points in Social & Emotional & Communication, Language and Literacy areas of learning	44	49
Ni 92- narrowing the gap between the lowest achieving 20% in the EYFSP and the rest of the Local Authority Area	38.9	35.6
Ni 93- % making two levels of progress English KS1-KS2	86.2	82.2
Ni 94- % making two levels of progress Maths KS1-KS2	81.9	79
Ni 102- achievement gap between pupils eligible for free school meals and their peers achieving level 4 and above in both English and maths at KS2	27.9	22.4
Ni 104- The Special Educational Needs (SEN)/non-SEN gap achieving Key Stage 2 English and Maths	44.9	51.0
Ni 107- % pupils achieving level 4 or above in both English and maths at KS2 for Black and minority ethnic groups - White	74.9	73.7
Ni 107- % pupils achieving level 4 or above in both English and maths at KS2 for Black and minority ethnic groups – Mixed	75.1	73.6
Ni 107- % pupils achieving level 4 or above in both English and maths at KS2 for Black and minority ethnic groups – Asian	77.0	71.5
Ni 107- % pupils achieving level 4 or above in both English and maths at KS2 for Black and minority ethnic groups – Black	65.6	64.1

Ni 107- % pupils achieving level 4 or above in both English and maths at KS2 for Black and minority ethnic groups – Chinese	86.4	84.5
Ni 107- % pupils achieving level 4 or above in both English and maths at KS2 for Black and minority ethnic groups – All pupils	73.1	73.0

Whilst Harrow's performance is currently above national and statistical neighbours' averages at all Key Stages, Harrow's targets, which are set annually for the DCSF, are highly challenging. The table below presents Harrow's performance against its targets and the national averages.

Harrow's 2007 - 08 Results

Early Years Foundation Stage Profile 6+ points	Actual	Target	National
PSE – Dispositions & attitudes	84%	Not Set	88%
PSE – Social development	76%	Not Set	82%
PSE – Emotional development	73%	Not Set	77%
CLL – Language for communication & thinking	74%	Not Set	79%
CLL – Linking sounds & letters	65%	Not Set	71%
CLL – Reading	62%	Not Set	70%
CLL – Writing	59%	Not Set	61%
PSRN – Numbers as labels for counting	87%	Not Set	88%
PSRN – Calculating	67%	Not Set	72%
PSRN – Shape, space & measures	72%	Not Set	81%
Knowledge and understanding of the world	68%	Not Set	79%
Physical development	84%	Not Set	89%
Creative development	72%	Not Set	79%
KS1 Teacher Assessment Level 2 or above	Actual	Target	National
Reading	87%	Not Set	84%
Writing	83%	Not Set	80%
Maths	91%	Not Set	90%
Science	91%	Not Set	90%
KS2 Test Level 4 or above	Actual	Target	National
English	85%	85%	81%
Maths	80%	85%	79%
Science	89%	Not Set	88%
KS3 Test (Provisional) Level 5 or above	Actual	Target	National
English	77.6%	82%	73%
Maths	79.5%	82%	77%
Science	74.2%	78%	71%
GCSE	Actual	Target	National
% 5+A*-C	69.5%	68.2%	65.3%
% 5+A*-C inc E & M	57.7%	58.0%	47.6%

There is no anticipated negative Corporate Area Assessment impact.

Environmental Impact

The Corporate Area assessment identified the high number of children being transported to school by car as a challenge for Harrow to address. The use of shortest distance as a criteria, along with School Green Travel Plans, supports this measure to reduce carbon use, and promote healthier lifestyles.

Risk Management Implications

See separate guidance notes

Risk included on Directorate risk register? No

Separate risk register in place? Yes (see Appendix 3)

Corporate Priorities

This report supports the Corporate Priority to improve support for vulnerable people.

Section 3 - Statutory Officer Clearance

Name: Emma Stabler	<input checked="" type="checkbox"/>	on behalf of the Chief Financial Officer
Date: 18.2.2010		
Name: Linda Cohen	<input checked="" type="checkbox"/>	on behalf of the Monitoring Officer
Date: 18.2.2010		

Section 4 – Performance Officer Clearance

Name: David Harrington	<input checked="" type="checkbox"/>	on behalf of the Divisional Director Partnership, Development and Performance
Date: 18.2.2010		

Section 5 – Environmental Impact Officer Clearance

Name: John Edwards



on behalf of the
Divisional Director
(Environmental
Services)

Date: 15.2.10

Section 6 - Contact Details and Background Papers

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

Background Papers: N/A

**Call-In Waived by the
Chairman of Overview
and Scrutiny
Committee**

NOT APPLICABLE

*(for completion by Democratic
Services staff only)*