

# DEVON LOCAL ADMISSIONS FORUM

27 November 2003

## Present:-

Devon County Council  
Councillors Hart (Chairman), Mrs Morrish and Mrs Squires

Devon Schools Group  
Community and Voluntary Controlled Schools  
Mr Featherstone

Foundation Schools  
Mr Sindall

Church of England Diocesan Board of Education  
Mrs Coombes

Community Representatives  
Early Years Childcare Development Partnership  
Ms M Tout

Devon Association of Governors  
Mr R Adcock

Neighbouring LEAs  
Plymouth Council  
Mr Leigh

## Apologies for Absence:-

Councillors Berman, Mrs Spence (Devon County Council), Mr Birch (Devon Schools Group), Mr Dutton (Devon Federation of PTAs), Mrs Turner (Cornwall County Council), Mr Walker (Voluntary Aided Schools)

## **13** Minutes

**RESOLVED** that subject to the deletion of the words “consulted” and “draft” and the substitution of the word “informed” in the resolution to Minute 10, the minutes of the meeting held on 16 July 2003 be signed as a correct record.

## **14** Proposed Co-ordinated Admission Scheme For Primary Schools in September 2005 (2006)

The Forum considered the report of the Director of Education, Arts and Libraries (EO/03/83) on a proposed co-ordinated Admission Scheme for all Primary Schools.

The DfES had required an agreement by January 2004 between all admission authorities, the LEA and Governing bodies of VA and Foundation Schools for implementation in 2005 or 2006. If no agreement was reached a scheme would be imposed by the Secretary of State. Consultations were being carried out with governing bodies of Community and Voluntary Controlled Schools and other

interested bodies such as neighbouring LEAs, the Early Years Partnership and the Learning and Skills Council. The report also outlined the process for the treatment of late applications.

Discussion of the report included the following points:-

- delaying implementation of the co-ordinated admission scheme for primary schools in September 2005 until 2006 for consultation;
- setting up of IT systems;
- explanation of VA and Foundation Schools;
- PANs and admission criteria and roles of the LEA and Governing Bodies;
- VA schools/forms needed by Governing Bodies and supplementary forms not replacing the common application form;
- interviews for admissions to schools;
- admission criteria for VA schools.

**RESOLVED** that implementation of the co-ordinated admission scheme for primary schools in September 2005 should be delayed until 2006 for consultation.

## **15 Admission Arrangements for 2005**

The Forum considered the report of the Director of Education, Arts and Libraries (EO/03/84) on proposed admission arrangements for 2005 for Secondary and Primary Schools and proposed approaches to Planned Admission Levels (PANs), oversubscription criteria and consultation on single point of entry. It was intended that PANs would be set as high as feasible and preferably in multiples of 30, given the increased capacities arising from recent capital programmes. For Y12 Admissions, a PAN should be set for admitting those not in Y11. For primary schools overall numbers were declining with pressure on numbers in some areas arising from housing developments. PANs were proposed to maximise the chances of meeting parental preferences. However some would be set to minimise pressure on KS1 class sizes but the need for small schools to organise cross-year and possibly also cross-key stages would remain.

For admissions into reception classes, consultation was due to take place from late Autumn 2003 on a single or two points of entry. The arguments in favour and against these options were outlined in the report.

Members and officers discussions included the following points:-

- review of space in schools;
- pressure of secondary school places;
- setting PANs at a higher level;
- link with capital strategies;
- clarification of appeals for admission to a 6<sup>th</sup> form;
- partnership activities;
- academic criteria for admission entry;
- clarification of designated areas and the difficulties with IT;
- nursery education grant funding;
- voluntary pre-school funding for 2002/03 and the impact of the number of children removed;
- staffing levels;

- clarify the position on how pupils subject to deferred full-time admission might be admitted part-time.

**RESOLVED** that the proposed approach to PANs and oversubscriptions criteria as detailed in the report be approved along with the proposed consultation arrangements on a single point of entry.

## **16 Inclusion and In - Year Admissions (Casual)**

The Forum considered the report of the Director of Education, Arts and Libraries (EO/03/85) on protocols for allocation of pupils who arrived outside the normal admission round or those who had been excluded or with special educational needs.

Members and officers discussions included the following points:-

- lack of pre-placement planning;
- difficulty of availability of school places;
- working with the Social Services Directorate on the handling of exclusions;
- the number of currently excluded pupils;
- factors identified in delaying the return of excluded pupils from mainstream schools;
- impact of admission arrangements;
- number of pupils on link education;
- personal support programmes and more children showing behavioural difficulties;
- relationship between education and social services welcomed;
- clarification of nature of placement;

**RESOLVED** that the protocols as detailed in the report be approved and circulated to all interested parties.

## **17 Prospectuses and their Accessibility to Parents**

The Forum received the publications to be distributed to all schools and parents as appropriate:

- (a) The Next Step: Transfer to Secondary Education in Devon;
- (b) Nursery and Primary Schools in Devon;
- (c) The Second Step: A parents' guide to transfer from first school in Exeter for September 2004.

Members and officers discussions included the following points:-

- a separate document for nursery applications;
- parents' guides to be written to enable parents to understand;
- the inclusion of designated area maps;
- index/contents to be included in all publications.

**Dates of Future Meetings**

19 February 2004 at 10 am

14 July 2004 at 10 am

The meeting started at 10am and finished at 11.56am