



Haringey Council

Report for:	Cabinet 17 December 2013	Item Number:	
Title:	Proposed Admission Arrangements 2015/16		
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Ward(s) affected: All	Report for Non Key Decisions:		

1. Describe the issue under consideration

1.1. This report and attached appendices set out the:

- proposed admission arrangements for entry to school in the academic year 2015/16 for Haringey's community and voluntary controlled Nursery, Infant, Junior, Primary, Secondary and Sixth Form schools.
- proposed admissions arrangements for in-year applications to community schools in Haringey 2015/16. In Year applications are applications which are received at any point throughout the year.
- Haringey's In-Year Fair Access Protocol which all schools and Academies must follow.
- The co-ordinated scheme for admission to school in 2015/16.



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2. Cabinet Member introduction

- 2.1. All schools must have admission arrangements that clearly set out how children will be admitted, including the criteria that will be applied if there are more applications than places at the school.
- 2.2. Admission arrangements are proposed and determined by admission authorities. The local authority is the admissions authority for the Community Schools.
- 2.3. Every local authority must also publish a co-ordinated scheme which sets out the procedures all schools and academies must follow to co-ordinate the admission process for the reception and secondary transfer admissions rounds to ensure that all residents are offered a school place.

3. Recommendations

3.1. For Cabinet to:

- Agree the proposed admission arrangements for 2015/16;
- Agree that consultation on the proposed admission arrangements will take place between 2 January 2014 and 27 February 2014;
- Note that following the consultation, the final arrangements will be agreed by a member signing in March 2014; and
- that the co-ordinated scheme can be published on the Council's website on 1 January 2014.

4. Alternative options considered

- 4.1. None as this is a statutory requirement.

5. Background information

- 5.1. Ensuring there is a transparent and objective school admissions process is an statutory and integral part of the Council's work. Oversubscription criteria must be reasonable, clear, objective, procedurally fair, and comply with all relevant legislation, including equalities legislation. Admission authorities must ensure that their arrangements will not disadvantage unfairly, either directly or indirectly, a child from a particular social or racial group, or a child with a disability or special educational needs, and that other policies do not discourage parents from applying for a place for their child.
- 5.2. The Council is the admissions authority for community and voluntary controlled schools within the borough and therefore is responsible for determining the admission arrangements for these schools. Academies, foundation schools and



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voluntary aided schools are their own admissions authority; they must consult on and then determine their own admissions arrangements by 15 April 2014. The Council has a statutory duty to monitor the arrangements determined by own admitting authority schools to ensure compliance with the School Admissions Code.

- 5.3. All schools must have admission arrangements that clearly set out how children will be admitted, including the criteria that will be applied if there are more applications than places at the school.
- 5.4. Admission authorities are responsible for admissions and must act in accordance with the School Admissions Code (2012) the School Admission Appeals Code (2012), other laws relating to admissions, and relevant human rights and equalities legislation.

6. Consultation

- 6.1. Where changes are proposed to admission arrangements, the admission authority must first publicly consult on those arrangements. Consultation must be for a minimum of 8 weeks and must take place between 1 November and 1 March of the year before those arrangements are to apply.
- 6.2. This consultation period allows parents, other schools, religious authorities and the local community to raise any concerns about proposed admission arrangements.
- 6.3. Admission authorities **must** consult with:
 - a. parents of children between the ages of two and eighteen;
 - b. other persons in the relevant area who in the opinion of the admission authority have an interest in the proposed admissions;
 - c. all other admission authorities within the relevant area (except that primary schools need not consult secondary schools);
 - d. whichever of the governing body and the local authority who are not the admission authority;
 - e. any adjoining neighbouring local authorities where the admission authority is the local authority; and
 - f. in the case of faith schools, the body or person representing the religion or religious denomination.



6.4. This report asks for Cabinet’s approval to consult between Thursday 2 January 2014 and Thursday 27 February 2014.

7. Oversubscription criteria

- 7.1. The admission authority for the school must set out in their arrangements the criteria against which places will be allocated at the school when there are more applications than places and the order in which the criteria will be applied.
- 7.2. Oversubscription criteria must be reasonable, clear, objective, procedurally fair, and comply with all relevant legislation, including equalities legislation.
- 7.3. Admission authorities must ensure that their arrangements will not disadvantage unfairly, either directly or indirectly, a child from a particular social or racial group, or a child with a disability or special educational needs, and that other policies around school uniform or school trips do not discourage parents from applying for a place for their child.
- 7.4. Admission arrangements must include an effective, clear and fair tie-breaker to decide between two applications that cannot otherwise be separated.

8. Proposed consultation and determination timetable

Stage	What happens	Dates and timescales
1	Consultation on admissions arrangements which includes: <ul style="list-style-type: none"> • Nursery arrangements • Reception class and junior admissions • Secondary admissions • In-year admissions • In Year Fair Access Protocol 2013 • Sixth form admissions 	2 January 2014 – 27 February 2014
2	Lead Member to: <ul style="list-style-type: none"> • determine the admission arrangements for Haringey community nursery classes, primary, infant, junior and secondary schools and St Aidan’s voluntary controlled School. • determine the admission arrangements for students 	March 2014



	starting sixth form. <ul style="list-style-type: none">determine the co-ordinated scheme for all Haringey schools and Academies.	
3	Last date by which all admission authorities, including academies, can determine admission arrangements.	15 April 2014
4	Determined Admissions Arrangements must be published on website.	1 May 2014

9. Co-ordinated scheme

- 9.1. Each year all local authorities must formulate and publish on their website a scheme by 1 January in the relevant determination year to co-ordinate admission arrangements for all schools within their area.
- 9.2. All admission authorities must participate in co-ordination and provide the local authority with the information it needs to co-ordinate admissions by the dates agreed within the scheme. Local authorities must make application forms available to parents who wish to apply to a school in a neighbouring area which operates a different age of transfer (e.g. middle schools), and process these as it would in its normal admissions round.
- 9.3. There is no requirement to consult on the scheme unless it is substantially different from the one adopted for the previous academic year or where the local authority has not consulted on a scheme in the previous seven years. As there are no amendments to the existing scheme are proposed for 2015/16, and consultation on the scheme has taken place in the last seven years, there is no requirement to consult. Cabinet is asked to agree the scheme as set out in Appendix 2 and 3.

10. Academies

- 10.1. The governors of the following academies have set out they would like to follow the admission arrangements proposed by the Local Authority. This will be reflected in the public consultation.
- Heartlands High School.

11. Comments of the Chief Finance Officer and financial implications



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11.1 The Chief Financial Officer has been consulted in the production of this report and confirms that there are no direct financial implications as a result of the consultation proposals.

12. Head of Legal Services and legal implications

12.1. The Head of Legal Services has been consulted with the preparation of this report and makes the following comments

12.2. The current School Admissions Code ('the Code') came into force on 01 February 2012 issued by the Department for Education under section 84 of the School Standards and Framework Act 1998. The Code is to be read alongside the School Admission Appeals Code as well as The School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012 and The School Admissions (Appeals Arrangements) (England) Regulations 2012 all of which came into force on 01 February 2012. Paragraph 15 of the Code states that all schools must have admission arrangements that clearly set out how children will be admitted including the criteria that will be applied if there are more applications than places at the school. The arrangements must also include the Published Admission Number (or PAN) and the authority must set an admission number for each relevant age group.

12.3. School admission arrangements are determined by admission authorities. Generally the admission authority for community and voluntary controlled schools is the local authority. Admission authorities must set ('determine') admission arrangements annually. Where changes are proposed to admission arrangements, the admission authority must first publicly consult on those arrangements. If no changes are made to the admission arrangements they must be consulted on at least once every 7 years. Consultation must be for a minimum of 8 weeks to take place between 01 November and 01 March of the year before those arrangements are to apply.

12.4. It is the responsibility of the authority to ensure that admission arrangements are compliant with the Code. Arrangements mean overall procedures, practices, criteria and supplementary information to be used in deciding on the allocation of school places. In drawing up the arrangements the authority must ensure that the practices and criteria used are reasonable, fair, clear and objective and comply with the relevant legislation including equalities legislation. Members' attention is drawn to the Equality and Community Cohesion Comments at section 13 of the report. Parents should be able to look at the set of arrangements and understand easily how places will be allocated. It is for the authority to decide which criteria would be the most suitable according to local circumstances. The proposed admission criteria for 2014-15 for Reception and Juniors; Secondary Transfer and Sixth Form can be found at Appendices 2, 3 and 6 to this report respectively.

12.5. Each year all local authorities must formulate and publish on their website a scheme by 1 January in the relevant determination year to co-ordinate admission arrangements for all publicly funded schools within their area. All admission



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authorities must participate in co-ordination and provide the local authority with the information it needs to co-ordinate admissions by the dates agreed within the scheme. Members will see the Pan London Co-ordinate Scheme for Reception and Junior Admissions at Appendix 2 and for Secondary Transfer at Appendix 3. There is no requirement for local authorities to co-ordinate in year applications but the authority must provide information in a composite prospectus as to how in year applications can be made and how they will be dealt with. Members will note that the LA is proposing to continue to provide co-ordination for in year applications currently and Members' attention is drawn to the Proposed Arrangements for In Year Admissions: Pan London Co-ordinated Scheme 2014 at Appendix 4.

- 12.6. Each local authority must have a Fair Access Protocol agreed with the majority of schools in its area to ensure that, outside the normal admissions round, unplaced children, especially the most vulnerable, are offered a place at a suitable school as quickly as possible. Members will see the Proposed In Year Fair Access Scheme for Haringey Schools at Appendix 5.
- 12.7. In relation to consultation the authority must consult with parents of children between the ages of two and eighteen; other persons in the relevant area who in the opinion of the admission authority have an interest in the proposed admissions; all other admission authorities within the relevant area; whichever of the governing body and the local authority who are not the admission authority; any adjoining neighbouring local authorities where the admission authority is the local authority and in the case of faith schools, the body or person representing the religion or religious denomination. The authority must also for the duration of the consultation publish a copy of the full proposed admission arrangements (including the proposed PAN) on its website together with details to whom comments should be sent and the areas on which comments are not sought.
- 12.8. Consultation must be undertaken when proposals are still at a formative stage. It must include sufficient reasons for particular proposals to allow those consulted to give intelligent consideration and an intelligent response, adequate time must be given for this purpose and the product of the consultation must be conscientiously taken into account when the ultimate decision is taken

13. Equalities and Community Cohesion Comments

- 13.1. Strategy and Business Intelligence has been consulted in the preparation of this report and have commented as follows.
- 13.2. The arrangements described in this report and set out in the various appendices have been developed in accordance with legal provisions governing arrangements for school admissions. The relevant legal provisions are listed in paragraph 18 of the report and are designed to ensure that the Council operates a school admissions process including oversubscription criteria that are transparent, reasonable, clear, objective and procedurally fair.



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13.3. In addition, the arrangements proposed in this report comply the public sector equality duty and other relevant sections of the Equality Act 2010 that ensure that as an Admissions Authority, the Council's arrangements do not directly or indirectly unfairly disadvantage a child from any particular social background or group that possess any of the relevant characteristics protected under sections 4 – 12 of the Equality Act 2010.

13.4. Applying the arrangements proposed in this report should ensure minimum risk of unlawful discrimination, direct or indirect within the meaning of the provisions of the relevant equal rights legislation including the Equality Act 2010 and the Special Education Needs and Disability Act 2001.

13.5. As this report makes clear in paragraph 9.3, the proposed admission arrangements for 2015/16 do not differ materially from the arrangements for 2014/15 (which were subject to a full equality impact assessment) we therefore do not consider that another full equality impact assessment is necessary.

14. Head of Procurement Comments

N/A

15. Policy Implication

15.1. The proposals set out in this report ensure that Haringey is meeting its statutory duty to provide a transparent and objective schools' admissions process. The **Education [Determination of Admission Arrangements] [England] Regulations 2012** require the admission authority to consult where changes are proposed to admission arrangements.

15.2. The proposals are also in line with [London local government education policy](#) (London Councils Leaders' Committee, 16 October 2012) which endorsed five key areas for change including:

- *Meeting the growing demand for school places; and*
- *Making the education system more accessible to parents and local communities.*

15.3. The report contributes to Outcome 1 of the Council's Corporate Plan 2013-2015: Outstanding for all: Enabling all Haringey children to thrive, and its priorities to:

1. *Work with schools, early years and post 16 providers, to deliver high quality education for all Haringey children and young people*
2. *Enable every child and young person to thrive and achieve their potential.*

15.4. [The Mayor's Education Inquiry](#) (October 2012) recognised that the education landscape is changing, Ofsted is setting challenging new goals for headteachers, and the economic climate means there is tighter pressure on budgets than ever before. London faces particular challenges from a rising population with around 90,000 more school places needed by 2016.



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15.5. In order to provide education and training opportunities to ensure that our young people are equipped for the 21 century economy in this evolving landscape, Haringey Council is currently consulting key stakeholders on proposals to develop a new approach to planning education and training provision from conception to the age of 19 (or 25 for those with special educational needs). The proposals are due to be considered by Cabinet in the early part of 2014.

16. Reasons for Decision

16.1 To ensure that the admission arrangements are consulted upon and co-ordinated scheme is set in accordance with the mandatory provisions of the School Admissions code.

17. Use of Appendices

Appendix 1	Starting nursery in Haringey in the academic year commencing in September 2015
Appendix 2	Admission criteria for reception and junior admissions September 2015.
Appendix 3	Admission criteria for secondary transfer 2015 to Haringey community co-education secondary.
Appendix 4	Arrangements for in-year admissions 2015
Appendix 5	In-Year Fair Access scheme for Haringey schools.
Appendix 6	Admission criteria for sixth form 2015.

18. Local Government (Access to Information) Act 1985

1. The Schools Standards and Framework Act 1998.
2. The Education Act 2002.
3. The Education and Inspections Act 2006.
4. Education and Skills Act 2008.
5. The School Admissions Code (2012).
6. The School Admissions Regulations 2012 (Admission Arrangements and Co-ordination of Admission Arrangements) (England).
7. The School Admissions (Infant Class Sizes) (England) Regulations 2012.
8. The School Admissions (Appeals Arrangements) (England) Regulations 2012.
9. The Education Act 2011.
10. The School Admissions Appeals Code (2012).