

NOTICE OF MEETING

CABINET MEMBER SIGNING

Thursday, 29th October, 2015, 10.30 am - Civic Centre, High Road, Wood Green, N22 8LE

MEMBERS: Councillors Ann Waters

Quorum: 1

1. FILMING AT MEETINGS

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2. URGENT BUSINESS

The Cabinet Member will advise of any items they have decided to take as urgent business.

3. PROPOSED ADMISSION ARRANGEMENTS 2017/2018 (PAGES 1 - 100)

The report will seek Cabinet Member agreement to consult on the proposed admission arrangements for entry to school in the academic year 2017/18 for Haringey's community and voluntary controlled nursery, infant, junior, primary, secondary and sixth form settings. The report proposes a change to the sibling oversubscription criterion for primary admission arrangements. The

report will also seek Cabinet Member agreement to consult on the proposed In-Year Fair Access Protocol (IYFAP) for the coming year.

4. NEW ITEMS OF URGENT BUSINESS

To consider any items of Urgent Business admitted under Item 2.

Philip Slawther
Principal Committee Coordinator
Tel – 020 8489 2957
Fax – 020 8881 5218
Email: philip.slawther2@haringey.gov.uk

Bernie Ryan
Assistant Director – Corporate Governance and Monitoring Officer
River Park House, 225 High Road, Wood Green, N22 8HQ

Date: 20th October 2015

Report for: Cabinet Member Signing - 29 October 2015

Item number:

Title: Proposed Admission Arrangements 2017/18

Report

authorised by :

Anton Francic

Anton Francic, Joint Interim AD, Schools and Learning

Lead Officer:

Carlo Kodsi, ext. 1823, carlo.kodsi@haringey.gov.uk

Eveleen Riordan, ext 3607, eveleen.riordan@haringey.gov.uk

Ward(s) affected: All

Report for Key/

Non Key Decision: Key

1. Describe the issue under consideration

1.1 This report and the attached appendices set out:

- The proposed admission arrangements for entry to school in the academic year 2017/18 for Haringey's community and voluntary controlled (VC), nursery, infant, junior, primary, secondary and sixth form settings. For the primary admission arrangements, a change is being proposed to the sibling oversubscription criterion.
- The proposed admissions arrangements for in-year applications to community schools in Haringey 2017/18. In-year applications are applications which are received at any point throughout the year other than for reception or secondary school transfer.
- Haringey's proposed In-Year Fair Access Protocol (IYFAP) for the coming year which all schools and academies must follow.
- The co-ordinated scheme¹ for admission to school in 2017/18 for the reception and secondary transfer admissions rounds.

¹ The scheme which each Local Authority is required to formulate in accordance with the School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) Regulations 2012 and with the School Admissions Code 2014, for co-ordinating arrangements for the admission of children to maintained primary and secondary schools and academies. The co-ordinated scheme has been successful in meeting its main aim of eliminating or greatly reducing multiple offers of school places.

2. Cabinet Member Introduction

- 2.1 This report seeks Cabinet lead member agreement to commence a six week period of statutory consultation. The details of what is being consulted upon is set out in paragraph 3 below.
- 2.2 As part of the primary over subscription criteria for the borough's community and VC (voluntary controlled) schools the proposed admission arrangements set out in (1) above are proposing a change to the sibling criterion that would limit the distance from home to school within which a sibling would gain entry to the school if the family address changed between admission of the first child to the school and any subsequent child(ren). This proposed change is in response to concerns expressed by local residents that the temporary renting of properties is being used close to oversubscribed schools purely to gain an advantage in admission to those schools. Parents and carers have expressed concerns that this reduces the number of local places available to families who live to the school for the duration of their child(ren)'s primary years but are denied access to local schools because of the high number of siblings on roll of children living much further away from the school but who have priority under the current sibling criterion.
- 2.3 We have decided to seek views on a proposed change, such views to be collated and reported to Cabinet in February 2016 when a recommendation on the published arrangements for 2017/18 will also be made. Supporting this consultation will be an equalities impact assessment (EqIA) that will seek to establish any impact on protected groups as defined by the Equalities Act 2010 and any measures that might be taken should the change to the criterion be made, to mitigate any identified impact.
- 2.4 The change in criterion is being proposed as a measure to retain local places for local families and so that children attend school within their local community. However such a change could also potentially discriminate against those families where a change in address is as a result of personal circumstances or because of decisions outside of their control. The consultation seeks views from all stakeholders so that a balanced and broadly supported criterion can be agreed as part of our future admission arrangements.

3. Recommendations

- 3.1 The Cabinet Member for Children and Families is asked to:
- Agree to consult on the proposed admission arrangements, including in year arrangements, for 2017/18;
 - Agree to consult on the proposed IYFAP which, if agreed at Cabinet in February 2016, would be used from 1 March 2016;
 - Agree that the co-ordinated scheme as set out in Appendices 2 and 3 of this report can be published on the Haringey website on 1 January 2016
 - Note the proposed changes to the Council's primary school admission arrangements for the academic year 2017/18 as set out in paragraphs 6.9 – 6.22 of this report;

- Note that consultation on the proposed admission arrangements is scheduled to take place between 6 November 2015 and 18 December 2015;
- Note that following the consultation, a report will be prepared summarising the representations received from the consultation and a decision on the final admission arrangements and the In Year Fair Access Protocol will be taken by Cabinet on 9 February 2016.

4. Reasons for decision

- 4.1 **Why do we consult?** - This report and the consultation that will flow from it if the report's recommendations are agreed will ensure that our proposed admission arrangements for 2017/18 are consulted upon and the co-ordinated scheme is set in accordance with the mandatory provisions of the School Admissions Code 2014.
- 4.2 We consult on our admission arrangements annually irrespective of whether or not there is a proposed change to the arrangements. This is to ensure transparency and openness on the contents of our arrangements and to allow parents, carers and other stakeholders who might not previously been interested in admission arrangements (perhaps because they didn't have a child of school age) to make a representation which can then be considered as part of the determination of the arrangements.
- 4.3 **What is the change and potential risk to the arrangements being consulted on for 2017 entry?** - Para 3.1 above sets out that we are consulting on a material change to the admission arrangements for the borough's primary community and VC schools. This change is to the sibling over subscription criterion with the change seeking to limit admission of sibling(s) to any oversubscribed school if the home address changes between admission of the first child and subsequent child(ren) and that change is to a distance further than 0.5 miles when measuring home to school distance. This change will only apply where the first child is on roll at the school on or after 1 September 2017 . Further information on this criterion is set out in paras 6.9 to 6.22 below.
- 4.4 The change to the criterion is to ensure that local places are available for local families and to guard against any parent or carer that may chose to rent a home close to a school on a short term basis to secure a school place at that school, thereafter returning to their home address which is some distance from the school, thereby limiting the number of places available to local children in future years when the sibling(s) of that first child are submitted under the current sibling criterion.
- 4.5 The risk that the proposed change might bring is that it *may* impact on those families where the change of address is outside of their control (e.g. if they are in temporary accommodation or are being evicted by a landlord) or due to an unforeseen change in circumstances necessitating a house move (e.g. the breakdown of a relationship). It will also potentially influence a family's decision to move home for other more reasons such as a preference for a smaller or larger home. An Equalities Impact Assessment (EqIA) will form an important

part of the consultation and will seek to ascertain whether the proposed change *could* have an impact on protected groups and whether there are steps that can and/or should be taken to mitigate against such an impact. Such an impact will be also balanced against the impact of the criterion as it currently exists against these protected groups.

5. Alternative options considered

5.1 We are required by the School Admissions Code 2014 (para 1.42 – 1.45 of the Code) to consult on our admission arrangements between 1 October and 31 January each year for a minimum period of six weeks. As we are proposing a change to the sibling oversubscription criterion for our primary community and VC schools this consultation is a statutory requirement for us. We have not considered any changes to the proposed admission arrangements of our community secondary schools for the year 2017/18 apart from a small number of minor technical changes.

6. Background information

6.1 Ensuring there is a transparent and objective school admissions process is a statutory and integral part of the Council's work. The Council is the admissions authority for community and voluntary controlled (VC) schools within the borough and is therefore responsible for determining the admission arrangements for these schools.

6.2 Academies, foundation schools and voluntary aided (VA) schools are their own admissions authority; they must consult on and then determine their own admissions arrangements by 28 February 2016. The Council has a statutory duty to monitor the arrangements determined by its own admitting authority schools to ensure compliance with the School Admissions Code 2014. This report does **not** deal with admission arrangements for any academies, foundation or voluntary aided schools.

6.3 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.

6.4 Admission authorities are responsible for admissions and must act in accordance with the School Admissions Code (2014), the School Admission Appeals Code (2012), other laws relating to admissions, and relevant human rights and equalities legislation.

Oversubscription criteria

6.5 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.

6.6 Oversubscription criteria must be reasonable, clear, objective, procedurally fair, and comply with all relevant legislation, including equalities legislation.

- 6.7 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.
- 6.8 Admission arrangements must include an effective, clear and fair tie-breaker to decide between two applications that cannot otherwise be separated.

Change to the Primary sibling oversubscription criterion

- 6.9 Appendix 2 of this report sets out the proposed admission arrangements for the borough's community and voluntary controlled schools. As part of the consultation this year, the Council is proposing a change to the sibling priority oversubscription criterion for primary community and voluntary controlled schools as a response to the views of some local families of pre-school aged children, particularly in the N8 area. These families have expressed concern that the current sibling criterion enables applicants to secure a reception or in year school place for their first child and then move out of the local area, but continue to take priority over local families for any future applications for younger children in their family.

Current position

- 6.10 Currently for community and VC primary schools priority for a school place is given to all siblings² of children already attending the school. This means that those children with siblings may gain admission to a school over more local applicants even though they may live much further from the school as the result of a change of address after their first child has been offered a place at the school. The increase in population and the rising popularity of some Haringey schools including a significant number of schools located in the N8 area means there is a rising pressure on availability of places at some of our schools from local families. Mobility³ data for some schools shows that there are a minority of parents moving away from the local area after their first child has been admitted to a local school but subsequently gaining admission for their younger children under the current sibling admissions criterion, thereby reducing the number of places available for local applicants.
- 6.11 A particular challenge for the Council is families who opt to rent property close to oversubscribed schools in order to secure a place at the school and who then move away or revert to a permanent address elsewhere. This practice, while not unlawful per se and while it may be underpinned by genuine reasons for families renting temporary accommodation, can lead to a reduction in the number of places available to local families in subsequent years. By reviewing the sibling priority oversubscription criterion, the Council will have the opportunity to seek views on how to strike the right balance between allowing

² Children with a brother or sister already attending the school and who will still be attending on the date of admission regardless of their current address

³ Pupils who leave or join a school at any point other than the beginning of the reception year or year 7

younger siblings to follow their first born sibling into local schools, while at the same time guarding against families who chose to live in an area for a short period of time with the sole purpose of gaining access to a particular school.

Proposal for consultation

- 6.12 It is recommended that the Council undertakes a statutory consultation on the following change to the sibling admission criterion for the borough's community and VA primary schools/infant schools:

Criterion 4

“Children with a brother or sister already attending the school and who will still be attending on the date of admission, whose home address is no more than a distance of 0.5 miles from the school. Children with a brother or sister already attending the school and who will still be attending on the date of admission, whose home address is more than 0.5 miles from the school, will also receive priority where the child's home address has not changed since the last sibling was offered a place or the last sibling was admitted prior to September 2017.”

Notes

- (i) Home address is defined as the child's only or main residence
- (ii) A sibling is a full brother or sister, a step/half brother or sister, a foster brother or sister or an adopted brother or sister living at the same address as the child for whom the application is being made.
- (iii) Haringey measures distance in a straight line from the Ordnance Survey address point of the child's home to the Ordnance Survey address point of the school, calculated using a computerised mapping system. Measurements by alternative systems or to other points will not be taken into account in any circumstances. Where applicants have identical distance measurements, priority amongst them will be determined at random using a computerised system.

- 6.13 In order for local families to access local places the Council is proposing to limit the sibling criterion to those families who continue to live locally after their first child has been admitted to the school. Families who move away from the local area after securing a place for their first child would not gain priority for any subsequent child(ren) under the new criterion *if* that move is to an address further than 0.5 miles from the school.
- 6.14 The proposed change aims to provide a better balance between maintaining a family link for families with children already at Haringey schools and ensuring as far as possible that there are places available for local families at local schools. This proposed change would contribute towards retaining a strong family link with schools for those families who have remained within the proximity of the school whilst releasing a small number of places for local applicants where other families have moved away from the area.
- 6.15 We have heard from some of our local families that they believe that introducing a maximum home to school distance linked to siblings (which is a criterion already evidenced in other authorities' admission arrangements e.g. Wandsworth and Hackney), will ensure the ongoing availability of places for

local families and act as a deterrent to any short-term rental to gain access to a particular school.

- 6.16 The proposed distance of 0.5 miles has been determined by calculating the average maximum distance that children gained entry to oversubscribed schools over the last two admissions rounds in 2014 and 2015. It is felt that this is a reasonable distance to determine that a family still live within the locality of a school whilst also being based on historic admission patterns in the borough. The furthest distance offered does vary between schools and planning areas but 0.5 miles gives a reasonable measure for what constitutes local based on average historic patterns.
- 6.17 We have looked at recent applications data to determine the possible impact that any change in criterion might have. An analysis of the initial offers for the 2015 admissions round indicated that a total of 918 children were offered places at Haringey primary schools on the basis of sibling priority for September 2015 reception entry. A total of 275 of those siblings offered lived further than 0.5 miles from the school. Not all of these 275 siblings would have been affected by any sibling criterion change because it would only apply to those families who had moved between admission of their first child and any subsequent child. Some of these 275 siblings (131) were offered places at schools that were not oversubscribed meaning that the oversubscription criteria wasn't needed. The remaining 144 siblings were offered places at oversubscribed schools. Of these 144 siblings 88 had moved home address to an address more than 0.5 miles from the school and so would have been affected by the proposed criterion change.
- 6.18 Table A below gives a breakdown by Planning Area⁴ of the number of reception (not in year) applications that would have been affected by a change to the sibling criterion. Based on the 2015 admissions round and disregarding the proposed exemption for children with siblings admitted prior to September 2017, this change would have made available 88 places for local families i.e. 88 siblings wouldn't have been offered a place based on the current sibling criterion because the families had moved home after their first child was admitted to the school and now live more than 0.5 miles from the school. Of these places the highest number (29) would have been in Planning Area 2 (Highgate, Crouch End, Hornsey and Stroud Green wards).
- 6.19 For the purposes of this example the figures set out in the table below disregards that part of the criterion that says that siblings admitted prior to September 2017 will receive priority per se. Further, these figures are not definitive, as further analysis would be necessary to map trends across several years to understand what the true impact of any sibling criterion change would have been/is likely to be. This is because sibling numbers can and do vary from year to year across all Haringey schools. Finally, these figures do not explore possible reasoning behind the location move of each family and the impact such a policy might have on a family where the move is outside of their

⁴ For the purposes of planning school places the borough is divided into five Planning Areas (PAs). Further details on Planning Areas are available to view in our annual School Place Planning Report at www.haringey.gov.uk/schoolplaceplanning

control (e.g. through enforced tenancy change). However the figures provided are illustrative of trends in the September 2015 cohort and provide *some* indication of how many local places *might* be freed up were the sibling criterion to change. In the Crouch End area (PA2) the figure of 29 is equivalent to almost one full reception class across a planning area where there are 22 reception classes across ten schools.

Table A: Breakdown by Planning Area of the number of reception applications that might be affected by a policy change

Planning Area (PA)	Total Sibling Offers (A)	Of (A) - those living over 0.5 miles (B)	Of (B) - those living within FDO, or in an undersubscribed school (C)	Of (B - C) - those who had not moved since sibling offered (D)	Places Made Available by Proposed Change	Percentage of Sibling Places Made Available by Proposed Change
Planning Area 1	160	28	0	6	22	13.8%
Planning Area 2	197	66	13	24	29	14.7%
Planning Area 3	133	39	24	4	11	8.3%
Planning Area 4	232	83	72	4	7	3.0%
Planning Area 5	196	59	22	18	19	9.7%
Grand Total	918	275	131	56	88	9.7%

- 6.20 The proposal also includes an exemption for children who already have siblings at a community or voluntary controlled school as of the end of the summer term 2017. Siblings of existing pupils at school (i.e. all those admitted before September 2017) would not be affected by the proposed change because the Council recognises that the decision to change address was made on the basis that under the existing criterion places for younger siblings were secure. This criterion will therefore only take effect where the first child in the family joins a a community or voluntary controlled school on or after 1 September 2017.
- 6.21 A copy of the complete proposed admissions arrangements for 2017/18 is included at Appendix 2 to this report.
- 6.22 At the current time, the Council is not proposing a change to the secondary school sibling oversubscription criteria because there is not compelling evidence to suggest from information provided by local residents or other sources that the home address for a second child is a significant issue in admitting pupils to secondary community⁵ schools.

In Year Fair Access Protocol (IYFAP)

- 6.23 An In year Fair Access Protocol (IYFAP) has been agreed in Haringey to ensure hard to place children are given a school place without delay and is a statutory requirement set out in the School Admissions code 2014 (paras 6 and 3.9 – 3.15 of the Code). In using the Protocol it ensures that these children and young people are shared fairly across all Haringey schools and that this process is open and transparent. Haringey’s Protocol is consulted on annually and para 3 of the Protocol in Appendix 5 sets out that “it is essential to the success of IYFAP that all Head teachers and governing bodies agree to the aims, principles and procedures and give their fullest support.”

Consultation

- 6.24 Where changes are proposed to admission arrangements, the admission authority must first publicly consult on those arrangements. Consultation must be for a minimum of 6 weeks and must take place between 1 October and 31 January in the year before those arrangements are to apply.
- 6.25 This consultation period allows parents, other schools, religious authorities and the local community to raise any concerns about proposed admission arrangements.
- 6.26 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 arrangements;

⁵ Haringey’s community secondary schools are Highgate Wood, Gladesmore, Park View School, Hornsey School for Girls and Northumberland Park

- 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.

6.27 This report will ask for approval from the Cabinet Member for Children and Families to consult on our proposed admission arrangements, including the proposed change to the primary sibling oversubscription criterion, such consultation to take place between 6 November 2015 and 18 December 2015 inclusive.

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 • Sixth form admissions 	6 November 2015 to 18 December 2015
2	Cabinet to: <ul style="list-style-type: none"> • determine the admission arrangements for Haringey community schools, nursery classes, primary, infant, junior and secondary schools and St Aidan’s voluntary controlled School. • determine the admission arrangements for students starting sixth form. • determine the In year Fair Access Protocol (IYFAP) 	9 February 2016

3	Last date by which all admission authorities, including academies, can determine admission arrangements	28 February 2016
4	Determined Admissions Arrangements must be published on website	15 March 2016

6.28 As the proposed admission arrangements contain a change to the sibling criterion it is important that such arrangements are consulted on as widely as is possible, having particular regard to those parents and carers, including those with the protected characteristics as outlined by the Equalities Act 2010, who might be affected by the change. In order to ensure the consultation reaches all potentially affected stakeholders we have prepared an Equalities Impact Assessment (EqIA – see Appendix 8) which seeks to establish whether or not, if adopted, the change to the sibling criterion would have an additional impact on any one or more of the protected groups.

6.29 To ensure as wide a consultation as possible we intend to provide details of the proposed admission arrangements in the following ways:

- through the Schools Bulletin which is distributed to the head teacher and chair of governors of every school in the borough
- to all children’s centres in the borough
- to all registered nurseries and child minders and any other early years providers
- on the Council’s online primary and secondary admissions page
- via information in all libraries across the borough
- to all councillors
- to both MPs with constituencies in Haringey
- to the diocesan authorities
- to all residents’ groups that the Council hold information for
- to all women’s groups that the Council hold information for
- other groups, bodies, parents and carers as appropriate

Co-ordinated scheme

6.30 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.

6.31 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.

Academies

6.32 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.

Primary

- Noel Park
- Harris Academy Phillip Lane
- Harris Academy Coleraine Park
- Trinity Primary Academy
- Brooke House Primary

Secondary

- Heartlands High School
- Woodside High School

6.33 Where any academy, foundation or voluntary aided school does not follow the LAs admission arrangements we offer these schools the opportunity for their proposed admission arrangements to be placed on our consultation page underneath the proposed admission arrangements for community and VC schools. This allows for greater transparency and ease of reference to all admission arrangements across Haringey schools.

7. Contribution to strategic outcomes

7.1 Ensuring we have a transparent and objective school admissions process with oversubscription criteria that is reasonable, clear, objective and compliant with all relevant legislation, including equalities legislation, underpins Priority 1 in the Corporate Plan which seeks to enable every child to have the best start in life with access to high quality education.

8. Statutory Officers comments (Chief Finance Officer (including procurement), Assistant Director of Corporate Governance, Equalities)

8.1 Below are financial, governance and legal and equality comments.

Comments of the Chief Finance Officer and financial implications

8.2 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.

Comments of the Assistant Director of Corporate Governance and legal implications

8.3 The Assistant Director of Corporate Governance has been consulted on the contents of this report. The current School Admissions Code ('the Code') came into force in December 2014 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 Admissions (Admission Arrangements and Co-

ordination of Admission Arrangements) (England) Regulations 2012 (“ the Regulations”). The Code and the Regulations apply to admission arrangements determined in 2015 and later years. In determining its admission arrangements for 2017-2018 the Council has a statutory duty as an admissions authority to act in accordance with the Regulations and with the relevant provisions of the Code. It must also as a result of its duty under section 149 of the Equality Act 2010 have due regard to the need to eliminate discrimination, harassment and victimisation and any other conduct which is prohibited by or under the Act, advance equality of opportunity , and foster good relations in relation to persons who share a relevant protected characteristic and persons who do not share it.

- 8.4 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. As part of determining its admission arrangements, the Council must set an admission number (called the Published Admission Number or PAN) for each school’s “relevant age group” i.e. the age group at which pupils are or will normally be admitted to the school.
- 8.6 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 6 weeks to take place between 01 October and 01 March of the determination year. The Code also requires the admissions authority for the duration of the consultation to publish a copy of the full proposed admission arrangements (including the proposed PAN) on their website together with details of the person within the admissions authority to whom comments may be sent and the areas on which comments are not sought. 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.
- 8.7 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. 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.
- 8.8 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 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. 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.

- 8.9 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.
- 8.10 The proposed admission arrangements for 2017-2018, the proposed co-ordinated scheme, the proposed IYFAP and the proposed consultation on the proposed admission arrangements for 2017-2018 would appear to be in compliance with the Code and the Regulations.

Equalities and Community Cohesion Comments

- 8.11 The Council has a public sector equality duty under the Equalities Act (2010) to have due regard to:
- Tackle discrimination and victimisation of persons that share the characteristics protected under S4 of the Act. These include the characteristics of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex (formerly gender) and sexual orientation;
 - advance equality of opportunity between people who share those protected characteristics and people who do not;
 - foster good relations between people who share those characteristics and people who do not
- 8.12 We are currently undertaking a full Equality Impact Assessment (EqIA) to help inform decision makers over the possible impact of the proposed changes on different groups of residents and families.
- 8.13 The EqIA will also identify mitigating actions/measures which the Council could put in place to help limit any disproportionate impact which the changes may have on particular groups and to advance equality of opportunity and good relations (e.g. identify acceptable exceptions to the criteria, a fair appeal process, ongoing monitoring and engagement arrangements).
- 8.14 The consultation process will be used to help populate and inform the final version of the EqIA which decision makers will consider.

9. Use of Appendices

- 9.1 The following appendices support this report:

- Appendix 1 Proposed admission criteria for nursery 2017
- Appendix 2 Proposed admission criteria for reception and junior admissions 2017
- Appendix 3 Proposed admission criteria for secondary transfer 2017
- Appendix 4 Proposed scheme for in-year admissions 2017
- Appendix 5 In-Year Fair Access Protocol for Haringey schools
- Appendix 6 Proposed admission criteria for sixth form 2017
- Appendix 7 EqIA proposed admission arrangements 2017
- Appendix 8 EqIA primary sibling oversubscription criterion

9.1 The full papers for this report can be viewed electronically on the Council's website at www.haringey.gov.uk/local-democracy or in paper form at 3rd Floor, River Park House, 225 High Road, London, N22 8HQ.

10. Local Government (Access to Information) Act 1985

10.1 This report contains no exempt information.

Background

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 (December 2014).
6. The School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) (Amendment) Regulations 2014
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).

Starting Nursery in Haringey in September 2017

Proposed Admission Criteria for Nursery Classes in Community Primary Schools and St. Aidan's VC School

Children may have a part-time place in a nursery centre or a class attached to a school in the September following their third birthday. If there are more requests than part-time places available, the admission rules (over-subscription criteria) explained below will be used to decide which children will be admitted. There is no right of appeal against the decision to refuse admission of children to nurseries.

Parents/carers should note that admission to a nursery class in a school does not guarantee a place in the reception class at the same school. Parent/carers must complete their home authority School Admissions Application Form, which will be available on line, by 15 January in the academic year their child turns four.

Proposed Admission Criteria for part time places

When the school is oversubscribed, after the admission of pupils with an Education, Health and Care plan or statement of special educational needs naming the school, priority for admission will be given to those children who meet the criteria set out below, in priority order:

1. Children in Care/Looked After Children

Children who are looked after by a local authority or were previously looked after but immediately after being looked after, became subject to an adoption, child arrangements, or special guardianship order.

A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

2. Social/Medical

Children who the Authority accepts have an exceptional medical or social need for a place at one specific school. Applications will only be considered under this category if they are supported by a written statement from a doctor, social worker or other relevant independent professional. The information must confirm the exceptional medical or social need and demonstrate how the specified school is the only school that can meet the defined needs of the child.

3. Brother or Sister (sibling)

Children who will have a brother or sister attending the school (or its associated Infant or Junior school) at the time of admission. A sibling is a full brother or sister, a step/half brother or sister, a foster brother or sister or an adopted brother or sister living at the same address as the child for whom the application is being made.

4. Distance

Children whose home address is closest to the preferred school.

Distance will be measured in a straight line from the Ordnance Survey address point of the child's home to the Ordnance Survey address point of the school, calculated using a computerised mapping system.

Tie breakers

The tie breaker to decide between two applications that cannot otherwise be separated is children whose home address is closest to the school measured in a straight line from the Ordnance Survey address point of the child's home to the Ordnance Survey address point of the school, calculated using a computerised mapping system.

The tiebreak for two or more applications whose home address is exactly the same distance from the school (and who are not from multiple births) will be random allocation using a computerised system.

Multiple births

If only one place is available and the next child who qualifies for a place is one of multiple birth, the nursery centre or the school will go over their published admission number.

Notes

- (i) Home address is defined as the child's only or main residence

Proposed Admission Criteria for Reception and Junior Admissions 2017

Oversubscription criteria

When the school is oversubscribed, after the admission of pupils with an Education, Health and Care plan or statement of special educational needs naming the school, priority for admission will be given to those children who meet the criteria set out below, in priority order:

1. Children in Care/ Looked After Children

Children who are looked after by a local authority or were previously looked after but immediately after being looked after, became subject to an adoption, child arrangements, or special guardianship order.

A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

2. Social Medical

Children who the Authority accepts have an exceptional medical or social need for a place at one specific school. Applications will only be considered under this category if they are supported by a written statement from a doctor, social worker or other relevant independent professional. The information must confirm the exceptional medical or social need and demonstrate how the specified school is the only school that can meet the defined needs of the child.

3. Linked school

This rule applies only to junior school admissions. Applicants attending an infant school will be prioritised under this rule for admission to the linked junior school. The Linked infant and junior schools in Haringey normally share the same names (e.g. Rokesly Infant School is linked to Rokesly Junior School) with the exception of St Peter-in-Chains Infant School and St Gildas' Junior School.

4. Brother or Sister (sibling)

Children with a brother or sister already attending the school and who will still be attending on the date of admission, whose home address is no more than a distance of 0.5 miles from the school. Children with a brother or sister already attending the school and who will still be attending on the date of admission, whose home address is more than 0.5 miles from the school will also receive priority where the child's home address has not changed since the last sibling was offered a place or the last sibling was admitted prior to September 2017.

5. Distance

Children whose home address is closest to the preferred school.

Distance will be measured in a straight line from the Ordnance Survey address point of the child's home to the Ordnance Survey address point of the school, calculated using a computerised mapping system.

Tie breakers

The tie breaker to decide between two applications that cannot otherwise be separated is children whose home address is closest to the school, measured in a straight line from the Ordnance Survey address point of the child's home to the Ordnance Survey address point of the school, calculated using a computerised mapping system.

The tiebreak for two or more applications whose home address is exactly the same distance from the school (and who are not from multiple births) will be random allocation using a computerised system.

Multiple births

If only one place is available at the school and the next child who qualifies for a place is one of multiple birth, we will ask community schools to go over their published admission number.

Notes

- (i) Home address is defined as the child's only or main residence.
- (ii) A sibling is a full brother or sister, a step/half brother or sister, a foster brother or sister or an adopted brother or sister living at the same address as the child for whom the application is being made.
- (iii) Haringey measures distance in a straight line from the Ordnance Survey address point of the child's home to the Ordnance Survey address point of the school, calculated using a computerised mapping system. Measurements by alternative systems or to other points will not be taken into account in any circumstances. Where applicants have identical distance measurements, priority amongst them will be determined at random using a computerised system.

Deferred places - before compulsory school age

Paragraph 2.16 of the School Admissions Code (2014) states that admission authorities must provide for the admission of all children in the September following their fourth birthday. The authority must make it clear in their arrangements that, where they have offered a child a place at a school:

- a) that child is entitled to a full-time place in the September following their fourth birthday;
- b) the child's parents can defer the date their child is admitted to the school until later in the school year but not beyond the point at which they reach compulsory school age and not beyond the beginning of the final term of the school year for which it was made; and

c) where the parents wish, children may attend part-time until later in the school year but not beyond the point at which they reach compulsory school age.

Summer born – Children educated outside their chronological age group

Paragraph 2.17 of the School Admissions Code (2014) states that the parents of a summer born child may choose not to send that child to school until the September following their fifth birthday and may request that they are admitted out of their normal age group – to reception rather than year 1. Any application for a summer born child to be educated outside their chronological age group will be considered by the admission authority on an individual basis.

The admission authority must make a decision on the basis of the circumstances of the case and in the best interests of the child concerned. This will require the admission authority to take account of the child's individual needs and abilities and to consider whether these can best be met in reception or year one. It will also involve taking account of the parents' views, information about the child's academic, social and emotional development, where relevant their medical history and the views of a medical professional, whether they have previously been educated out of their normal age group, whether they may naturally have fallen into a lower age group if it were not for being born prematurely, and the potential impact on the child of being admitted to year one without first having completed the reception year. The views of the head teacher will be an important part of this consideration.

Parents should write to the admission authority, giving reasons for their request.. This should be accompanied by a paper application form for that child's actual age group. The application will be processed and a school place will be secured. This place can later be withdrawn if the request for delayed admission is approved by the admission authority. Parents who are granted their request must then make a fresh application for 2017. The decision will be reviewed once the child has started school at intervals agreed by the family and the school.

Parents have a statutory right to appeal against the refusal of a place at a school for which they have applied. This right does not apply if they are offered a place at the school but it is not in their preferred age group.

Pan London Co-ordinated Scheme 2017/18

APPLICATIONS

1. Haringey Local Authority will advise home local authorities of their resident pupils on the roll of Haringey's maintained children's centres, nursery schools, primary schools and infant schools who are eligible to apply for a reception or junior place in the forthcoming academic year.
2. Haringey residents can apply online at www.haringey.gov.uk/schooladmissions or alternatively submit a paper application available from the School Admissions Service.
3. Haringey Local Authority will take all reasonable steps to ensure that every parent who has a child who is eligible to apply for a reception or junior place will be signposted to the booklets which will be available in September 2016.
4. The booklet will also be available to parents who are non-residents, and will include information on how they can access their home local authority's equivalent School Admissions Application Form.
5. The admission authorities within Haringey will not use supplementary information forms except where the information available through the School Admissions Application Form is insufficient for consideration of the application against the published oversubscription criteria. Where supplementary information forms are used by the admissions authorities with Haringey, we will seek to ensure that they only collect information which is required by the published oversubscription criteria, in accordance with paragraph 2.4 of the School Admissions Code 2014.
6. Where supplementary forms are required, they will be available on the Haringey website. Such forms will advise parents that they must also complete their home local authority's School Admissions Application Form. Haringey's admissions booklet indicates which Haringey schools require supplementary forms to be completed.
7. Where a school in Haringey receives a supplementary information form, it will not be considered a valid application unless the parent/carer has also listed the school on the Haringey School Admissions Application Form.
8. Haringey Local Authority will share the details of each application for a Haringey voluntary-aided school, foundation school, free school or academy with that school. Schools that require a supplementary information form will check that each parent has completed one. If one has not been received the school will make contact with the parent and ask them to complete one. The school will also check that each parent that has completed a supplementary form has also completed a School Admissions Application Form. If any parent has not completed a School Admissions Application Form, the school will share that information with Haringey Local Authority who will then contact the parent and ask them to complete one.
9. Applicants will be able to express a preference for up to six schools within and/or outside Haringey.
10. The order of preference given on the School Admissions Application Form will not be revealed to a school, to comply with paragraph 1.9 of the School Admissions Code 2014.

However, where a parent resident in Haringey expresses a preference for schools in the area of another local authority, the order of preference will be revealed to that local authority in order to determine the highest ranked preference in cases where a child is eligible for a place at more than one school.

11. Haringey undertakes to carry out the address verification process set out in its entry in the LIAAG Address Verification Register. This will in all cases include validation of resident applicants against Haringey's maintained children centre, nursery and primary school data and the further investigation of any discrepancy. Where Haringey is not satisfied as to the validity of an address of an applicant whose preference has been sent to a maintaining LA, it will advise the maintaining LA no later than **17 February 2017**.
12. Haringey will confirm the status of any resident child for whom it receives an Admissions Application Form stating s/he is a 'Child Looked After' and will provide evidence to the maintaining LA in respect of a preference for a school in its area by **3 February 2017**.
13. Haringey will advise a maintaining LA of the reason for any preference expressed for a school in its area, in respect of a resident child born outside of the correct age cohort, and will forward any supporting documentation to the maintaining LA by **3 February 2017**.

PROCESSING

14. Applicants resident within Haringey must complete and return the School Admissions Application Form, which will be available online, by **15 January 2017**.
15. Any application forms, changes to preferences or preference order received after **15 January 2017** will be treated as late. This means that such applications will be considered after those applicants who have applied on time.
16. Haringey will only accept late applications and process them as on time if they are late for a good reason and supported by independent written evidence. Upon receipt of the written independent evidence, each case will be decided on its own merits.
17. Where such applications contain preferences for schools in other LAs, Haringey will forward the details to maintaining LAs via the Pan London Register (PLR) as they are received. Haringey will accept late applications which are considered to be on time within the terms of the home LA's scheme.
18. The latest date for the upload to the PLR of late applications which are considered to be on time within the terms of the home LA's scheme is **10 February 2017**.
19. Where an applicant moves from one participating home LA to another after submitting an on time application under the terms of the former home LA's scheme, the new home LA will accept the application as on time up to **10 February 2017**, on the basis that an on-time application already exists within the Pan-London system.
20. Application data relating to applications for schools in other participating local authorities will be up-loaded to the Pan-London Register (PLR) by **6 February 2017**. Supplementary

information provided with the School Admissions Application Form will be sent to maintaining LAs by the same date.

21. Application data relating to Haringey schools from out-of-borough pupils will be received from the Pan London Register on **6 February 2017**.
22. Haringey Local Authority will notify each school within Haringey that is its own admissions authority of every preference that has been made for the school, forwarding to them all relevant details from the School Admissions Application Form by **9 February 2017**.
23. Between **9 February 2017** and **24 February 2017**, voluntary-aided, foundation schools and academies will assess their applications according to their admissions criteria.
24. Haringey will participate in the application data checking exercise scheduled between **17 and 23 February 2017** in the Pan-London timetable.
25. All preferences for schools within Haringey will be considered by the relevant admission authorities without reference to rank order. When the admission authorities within Haringey have provided a list of applicants in criteria order Haringey shall, for each applicant to its schools for whom more than one potential offer is available, make the offer to the highest ranked school.
26. Haringey will upload the highest potential offer available to an applicant for a maintained school or Academy to the PLR by **16 March 2017**. The PLR will transmit the highest potential offer specified by the maintaining LA to the home LA.
27. Haringey will eliminate all but the highest ranked offer where an applicant has more than one potential offer. This will involve exchanges of preference outcomes between the LAs and the PLR which will continue until notification that a steady state has been achieved or until **24 March 2016** if this is sooner.
28. Haringey will not make any additional offers between the end of the iterative process and **18 April 2017** which may impact on an offer being made by another participating LA.
29. Notwithstanding paragraph 28, if an error is identified within the allocation of places at one of Haringey's schools, Haringey will attempt to manually resolve the allocation to correct the error. Where this impacts on another LA (either as a home or maintaining LA) Haringey will liaise with that LA to attempt to resolve the incorrect offer and any multiple offers which might occur. However, if another LA is unable to resolve a multiple offer, or if the impact is too far reaching, Haringey will accept that the applicant(s) affected might receive a multiple offer.
30. Haringey will participate in the offer data checking exercise scheduled between **27 March** and **10 April 2017** in the Pan-London timetable.
31. Haringey will send a file to the E-Admissions portal with outcomes for all resident applicants who have applied online no later than **12 April 2017**.

OFFERS

32. Haringey will ensure, so far as is reasonably practical that each resident applicant who cannot be offered a preference expressed on the School Admissions Application Form receives the offer of an alternative school place. The applicant will be offered the nearest community school (or own admitting authority if the governors have agreed to this) to the home address with an available place.
33. Haringey will inform all resident applicants of their highest offer of a school place and, where relevant, the reasons why higher preferences were not offered, whether they were for schools in Haringey or in other participating LAs.
34. Haringey will use the form of notification letter set in this document.
35. Notification of the outcome will be sent on **18 April 2017**.
36. Haringey will provide children centres, nursery and primary schools with destination data of its resident applicants after offer date.
37. Parents who are not offered a place at their preferred schools will be offered the right of appeal.

POST OFFER

38. Parents must accept or decline the offer of a place by **2 May 2017**. If they do not respond by this date the local authority will make every reasonable effort to contact the parent to find out whether or not they wish to accept the place. If the parent fails to respond to the local authority the school place will be withdrawn.
39. Where a parent accepts or declines a place by **2 May 2017**, this information will be passed to the maintaining LA by **9 May 2017**. Where such information is received from applicants after **2 May**, this LA will pass it to the maintaining LA as it is received.
40. Haringey will inform the home LA, where different, of an offer for a maintained school or academy in Haringey which can be made to an applicant resident in the home LA's area, in order that the home LA can offer the place.
41. When acting as a maintaining LA, Haringey and the admission authorities within it will not inform an applicant resident in another LA that a place can be offered.
42. Haringey will offer a place at a maintained school or academy in another LA to an applicant resident in its area, provided that the school is ranked higher on the School Admissions Application Form than any school already offered.
43. Where Haringey is informed by a maintaining LA of an offer which can be made to an applicant resident in Haringey which is ranked lower on the School Admissions Application Form than any school already offered, it will inform the maintaining LA that the offer will not be made.

44. Where Haringey, acting as a home LA, has agreed to a change of preference order for good reason, it must inform any maintaining LA affected by the change.
45. Haringey will inform the home LA, where different, of any change to an applicant's offer status as soon as it occurs.
46. When acting as a maintaining LA, Haringey will accept new applications (including additional preferences) from home LAs for maintained schools and academies in its area.

WAITING LISTS

47. Where a child does not receive an offer of their first preference, his/her name will automatically be placed on the waiting list for each Haringey school for which he/she is eligible that is a higher preference school to the one offered. Parents will be advised that if they want to go on the waiting list for an out borough school they should put this in writing to the Schools Admission Team in Haringey.
48. Parents will be given the opportunity to make applications to Haringey schools to which they did not originally apply.
49. Waiting lists will be kept by all maintained admission authorities in Haringey and coordinated centrally by Haringey as part of the coordination of all admission applications. Academies, voluntary-aided and foundation schools will apply their own admission arrangements. Haringey Local Authority will keep a mirrored waiting list and will offer places on behalf of the governing body. Waiting lists for community schools will be administered centrally by the local authority.
50. Waiting lists for entry to Reception in the academic year 2017/18 will be compiled on **5 May 2017** (after the deadline for acceptance of places) and will be kept in strict criteria order with no differentiation between on-time or late applications.
51. Waiting lists will be maintained and places allocated as they become available, in accordance with each admission authority's published admission and oversubscription criteria.
52. Children will remain on the waiting list until the end of the autumn term of the academic year of entry unless parents contact the School Admissions Team to extend this further.

Timetable for entry to school in September 2017

15 January 2017

Statutory deadline for receipt of applications

06 February 2017	Deadline for the transfer of application information by the Home LA to the PLR (ADT file)
10 February 2017	Deadline for the upload of late applications considered as on-time to the PLR
17–23 February 2017	Checking of application data
16 March 2017	Deadline for the transfer of potential offer information from the Maintaining LAs to the PLR (ALT file).
24 Mar 2016	Final ALT file to PLR
27 Mar – 10 Apr 2017	Checking of offer data
12 April 2017	Deadline for on-line ALT file to portal
18 April 2017	Offer letters posted
2 May 2017	Deadline for receipt of acceptances
9 May 2017	Deadline for transfer of acceptances to maintaining LAs

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NOTIFICATION LETTER

18 April 2017

Applicant name

Applicant home address

Pupil Name: Pupil name

ID No.: Pupil ID

Reception/Junior Transfer 2017

I am writing to let you know the outcome of your application for a secondary school place. I am pleased to tell you that we are able to offer your child a place at **X school**.

It is important that you confirm as soon as possible that you wish to accept the offer of a place at **X school**. Failure to do so may result in the offer being withdrawn. Please return the enclosed offer response form by **2 May 2017**. **All applicants must respond by returning this form**. You can deliver it to one of Haringey's Customer Services Centres, or send it by post using the address listed below.

The school has been informed and will contact you to provide further information about the arrangements for admission.

If you were not offered your first preference school

I am sorry that it was not possible to offer your child a place at any of the schools listed as a higher preference on your application form. This is because these schools are currently full in your child's year group. If you would like further information about why your child was not offered a place at one of your higher preference schools, please contact the admission authority for that school. Details of how places were offered in Haringey are given at the end of this letter.

Waiting lists

Please note that applications for any school that you listed lower on your application form have been automatically withdrawn.

If you would like «pupil_forenames» to be added to any waiting list for a school, please put your request in writing either by email or post to the address above. You can only be considered for a maximum of 6 schools at any time. If we can offer your child a place from a waiting list we will contact you.

Please note that being on a waiting list does not guarantee your child a place at the school and their position on the list could go down as well as up as other applicants join the list.

Your right to appeal

You have a right of appeal under the School Standards & Framework Act 1998 if your child is refused a place at any of the schools you listed on your form.

If you wish to appeal:

- **for a community or voluntary controlled school in Haringey**, please download an appeal form from www.haringey.gov.uk/schooladmissions or contact us to request a form. These schools are listed on pages 20 to 63 in the Reception Admissions booklet.
- **for an academy, voluntary aided or free school in Haringey**, please contact the school direct. These schools are listed on pages 20 to 63 in the Reception Admissions booklet.
- **for schools outside Haringey**, please contact the local authority where the school is located (contacts details can be found at www.haringey.gov.uk/schooladmissions and in the Reception Admissions booklet).

Appeal forms must be returned by **<appeal deadline>** for your appeal to be heard before September 2017.

We **strongly recommend** that you accept the place you have been offered as this will ensure that your child has a school place in September. Accepting the place will not influence the outcome of your appeal or your child's position on a waiting list.

If you have any questions about this letter please contact us using the contact details below.

School Admissions Service

Reception/Junior Transfer 2017 - Offer Response Form

Pupil Name

Date of birth:

ID:

Pupil date of birth

Pupil ID

Return by: 2 May 2017

Post to: 3rd Floor River Park House, 225 High Road, Wood Green, London, N22 8HQ

Please complete the relevant options below:

I accept the place for my child at X school

Please tick: []

or

I decline the place for my child at X school

Please tick: []

I do not require the place offered because I already have a place at another school, as follows:

Name of School:

I understand that if I decline this offer, the place may be offered to another applicant.

Signed: Date:

Name:

Telephone Number:

PUPIL NAME

Admission Numbers

The admission numbers for Haringey community primary schools (and St Aidan's VC Primary) for the 2017/18 school year will be as follows:

School	Admission number	School	Admission number
Alexandra	60	Mulberry	90
Belmont Infants	56	Muswell Hill	60
Bounds Green	60	North Haringay	60
Bruce Grove	60	Rhodes Avenue	90
Campsbourne	60	Risley Avenue	90
Chestnuts	60	Rokesly Infant	90
Coldfall	90	St Aidan's VC	30
Coleridge	120	Seven Sisters	60
Crowland	60	South Haringay Infant	60
Devonshire Hill	60	Stamford Hill	30
Earlham	60	Stroud Green	60
Earlsmead	60	Tetherdown	60
Ferry Lane	30	Tiverton	60
Highgate	56	Welbourne	90
Lancasterian	58	West Green	30
Lea Valley	60	Weston Park	30
Lordship Lane	90	The Willow	60

The governing bodies at the following schools have asked Haringey to set and apply their admission arrangements on their behalf

School	Admission number
Harris Primary Academy Coleraine Park	60
Harris Primary Academy Philip Lane	60
Noel Park Primary	60
Trinity Primary	60

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Proposed Admission Criteria for Secondary Transfer 2017

Oversubscription criteria

When the school is oversubscribed, after the admission of pupils with an Education, Health and Care plan or statement of special educational needs naming the school, priority for admission will be given to those children who meet the criteria set out below, in priority order:

1. Children in Care/ Looked After Children

Children who are looked after by a local authority or were previously looked after but immediately after being looked after, became subject to an adoption, child arrangements, or special guardianship order.

A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

2. Social Medical

Children who the Authority accepts have an exceptional medical or social need for a place at one specific school. Applications will only be considered under this category if they are supported by a written statement from a doctor, social worker or other relevant independent professional. The information must confirm the exceptional medical or social need and demonstrate how the specified school is the only school that can meet the defined needs of the child.

3. Brother or Sister (sibling)

Children with a brother or sister already attending the school and who will still be attending in years 7-11 on the date of admission.

4. Distance

Children whose home address is closest to the preferred school.

Distance will be measured in a straight line from the Ordnance Survey address point of the child's home to the Ordnance Survey address point of the school, calculated using a computerised mapping system.

Tie breakers

The tie breaker to decide between two applications that cannot otherwise be separated is children whose home address is closest to the school measured in a straight line from the Ordnance Survey address point of the child's home to the Ordnance Survey address point of the school, calculated using a computerised mapping system.

The tiebreak for two or more applications whose home address is exactly the same distance from the school (and who are not from multiple births) will be random allocation using a computerised system.

Multiple births

If only one place is available and the next child to be offered is from a multiple birth, we will ask community schools to go over their published admission number.

Notes

- (i) Home address is defined as the child's only or main residence.
- (ii) A sibling is a full brother or sister, a step/half brother or sister, a foster brother or sister or an adopted brother or sister living at the same address as the child for whom the application is being made.
- (iii) Haringey measures distance in a straight line from the Ordnance Survey address point of the child's home to the Ordnance Survey address point of the school, calculated using a computerised mapping system. Measurements by alternative systems or to other points will not be taken into account in any circumstances. Where applicants have identical distance measurements, priority amongst them will be determined at random using a computerised system.

Proposed Admission Criteria to Hornsey School for Girls for 2017

When the school is oversubscribed, after the admission of pupils with an Education, Health and Care plan or statement of special educational needs naming the school, priority for admission will be given to those children who meet the criteria set out below, in priority order:

1. Children in Care/Looked After Children

Girls who are looked after by a local authority or were previously looked after but immediately after being looked after, became subject to an adoption, child arrangements, or special guardianship order.

A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22(1) of the Children Act 1989).

2. Social Medical

Girls who the Authority accepts have an exceptional medical or social need for a place at one specific school. Applications will only be considered under this category if they are supported by a written statement from a doctor, social worker or other relevant independent professional. The information must confirm the exceptional medical or social need and demonstrate how the specified school is the only school that can meet the defined needs of the child.

3. Siblings

Girls with a sister already attending the school and who will still be attending in years 7-11 on the date of admission. A sibling is a full sister, a step sister, a foster sister or an adopted sister living at the same address as the girl for whom the application is being made.

4. Girls distributed across the local area

Places will be offered to girls whose home address is in each ward¹ in proportion to the number of applications received from a ward. This means that the more applications received from a ward, the more places will be offered to girls whose home address is in that ward.

If there are more applications from a ward than there are places available for that ward then the tiebreak will be girls whose home address (i.e. their only or main residence) is closest to the school.

(This criterion will only be used until 1 March 2017 and the waiting list will be maintained in distance order.)

5. Distance

Girls whose home address is closest to the school.

Distance will be measured in a straight line from the Ordnance Survey address point of the child's home to the Ordnance Survey address point of the school, calculated using a computerised mapping system.

¹ The ward is the primary unit of civil and electoral geography for borough and district councils.

Tie breaks

The tie-breaker to decide between two applications that cannot be separated otherwise for all criteria is children whose home address is closest to the school measured in a straight line from the Ordnance Survey address point of the child's home to the Ordnance Survey address point of the school, calculated using a computerised mapping system.

The tiebreak for two or more applications that live exactly the same distance from the school (and who are not from multiple births) will be random allocation using a computerised system.

Multiple births

If only one place is available and the next girl to be offered is from a multiple birth, we will ask the school to go over their published admission number.

Pan London Co-ordinated Scheme 2017/18

APPLICATIONS

1. Haringey Local Authority will advise home local authorities during the Summer Term of Year 5 of their resident pupils on the roll of Haringey's maintained primary schools and whose parents are eligible to make application in the forthcoming academic year.
2. Haringey residents can apply online at www.haringey.gov.uk/schooladmissions or alternatively submit a paper application available from the School Admissions Service.
3. Haringey Local Authority will take all reasonable steps to ensure that every parent who has a child in their last year of primary education within a maintained school, either in Haringey or elsewhere, and who is resident in Haringey can be signposted to a copy of Haringey's booklet which will be available in early September 2016.
4. The booklet will also be available to parents who are non-residents and will include information on how they can access their home local authority's equivalent School Admissions Application Form.
5. The admission authorities within Haringey will not use supplementary information forms except where the information available through the School Admissions Application Form is insufficient for consideration of the application against the published over subscription criteria. Where supplementary information forms are used by the admissions authorities within Haringey, the LA will seek to ensure that they only collect information which is required by the published oversubscription criteria, in accordance with paragraph 2.4 of the School Admissions Code 2014.
6. Where supplementary forms are used, they will be made available on the website. Such forms will advise parents that they must also complete their home local authority's School Admissions Application Form. The Haringey schools' booklet will indicate which Haringey schools require supplementary information forms to be completed.
7. Where a school in Haringey receives a supplementary information form, it will not be considered a valid application unless the parent/carer has also listed the school on their home LA's School Admissions Application Form.
8. Haringey Local Authority will share the details of each application for a Haringey voluntary-aided school, foundation school or academy with that school. Schools that require a supplementary information form will check that each parent has completed one. If one has not been received the school will make contact with the parent and ask them to complete one. The school will also check that each parent that has completed a supplementary form has also completed a School Admissions Application Form. If any parent has not completed a School Admissions Application Form, the school will share that information with Haringey Local Authority who will then contact the parent and ask them to complete one.
9. Applicants will be able to express a preference for six schools located within and/or outside Haringey Local Authority.
10. The order of preference given on the School Admissions Application Form will not be revealed to a school. However, where a parent resident in Haringey expresses a

preference for schools in the area of another local authority, the order of preference will be revealed to that local authority in order to determine the highest preference offer in cases where a child is eligible for a place at more than one school.

11. Haringey undertakes to carry out the address verification process set out in its entry in LIAGG Address Verification Register. This will in all cases include validation of resident applicants against this LA's primary school data and the further investigation of any discrepancy. Additional information will be requested from parents at the time of application and this will be explained in the secondary booklet. Where this LA is not satisfied as to the validity of an address of an applicant whose preference has been sent to a maintaining LA, it will advise the maintaining LA no later than **12 December 2016**.
12. Haringey will confirm the status of any resident child for whom it receives an Application Form stating that s/he is a 'Child in Care' and will provide evidence to the maintaining LA in respect of a preference for a school in its area by **11 November 2016**.
13. Haringey will advise a maintaining LA of the reason for any preference expressed for a school in its area, in respect of a resident child born outside of the correct age cohort, and will forward any supporting documentation to the maintaining LA by **11 November 2016**.

PROCESSING

14. Applicants resident within Haringey must complete and return the School Admissions Application Form, which will be available on-line, by **31 October 2016**. However, Haringey LA encourages applicants to submit their application by **21 October 2016** to allow sufficient time to process and check all applications before the mandatory date when data must be sent to the Pan London Register (PLR).
15. Any application forms, changes to preferences or preference order received after **31 October 2016** will be treated as late. This means that such applications will be considered after those applicants who have applied on time.
16. Haringey will accept late applications and process them as on time only if they are late for a good reason and supported by written independent evidence. Upon receipt of the written independent evidence, each case will be decided on its own merits.
17. Where such applications contain preferences for schools in other LAs, Haringey will forward the details to maintaining LAs via the Pan-London Register (PLR) as they are received. Haringey will accept late applications which are considered to be on time within the terms of the home LA's scheme.
18. The latest date for the upload to the PLR of late applications which are considered to be on-time within the terms of the home LA's scheme is **12 December 2016**.
19. Where an applicant moves from one participating home LA to another after submitting an on-time application under the terms of the former home LA's scheme, the new home LA will accept the application as on-time up to **12 December 2016**, on the basis that an on-time application already exists within the Pan-London system.
20. Any school that operates testing to take place must ensure that their timetable coincides with the scheme timetable set out in, **Schedule A**.

21. Application data relating to applications for schools in other participating local authorities will be up-loaded to the Pan-London Register (PLR) by **11 November 2016**.
Supplementary information provided with the School Admissions Application Form will be sent to Haringey voluntary-aided schools/maintaining local authorities by the same date.
22. Application data relating to Haringey schools from out-of-borough pupils will be received from the Pan London Register on **11 November 2016**.
23. Haringey Local Authority will notify each school within Haringey that is its own admissions authority of every preference that has been made for the school, forwarding to them all relevant details from the School Admissions Application Form by **8 December 2016**.
24. Between **8 December 2016** and **13 January 2017**, voluntary-aided, foundation schools and Academies will assess their applications according to their admissions criteria.
25. Haringey will participate in the application data checking exercise scheduled between **13 December 2016** and **3 January 2017** in the Pan-London timetable.
26. All preferences for schools within Haringey will be considered by the relevant admission authorities without reference to rank order. When the admission authorities within Haringey have provided a list of applicants in criteria order, Haringey Local Authority shall, for each applicant to its schools for whom more than one potential offer is available, make the offer to the highest ranked school.
27. Haringey Local Authority will send the first ALT file to the Pan-London Register (PLR) giving offer details for their school by **3 February 2017**. The PLR will transmit the highest potential offer specified by the maintaining LA to the Home LA.
28. Haringey will eliminate all but the highest ranked offer where an applicant has more than one potential offer. This will involve exchanges of preference outcomes between the LAS (Local Admissions System) and the PLR which will continue until notification that a steady state has been achieved or until **16 February 2017** if this is sooner.
29. Haringey will not make an additional offer between the end of the iterative process and **1 March 2017** which may impact on an offer being made by another participating LA.
30. Notwithstanding paragraph 29 if an error is identified within the allocation of places at one of our schools, Haringey LA will attempt to manually resolve the allocation to correct the error. Where this impacts on another LA (either as a home or maintaining LA) Haringey LA will liaise with that LA to attempt to resolve the incorrect offer and any multiple offers which might occur. However, if another LA is unable to resolve a multiple offer, or if the impact is too far reaching, Haringey will accept that the applicant(s) affected might receive a multiple offer.
31. Haringey will participate in the offer data checking exercise scheduled between **17 and 23 February 2017**.
32. Haringey will send a file to the E-Admissions portal with outcomes for all resident applicants who have applied online no later than **24 February 2017**.

OFFERS

33. Haringey will ensure, so far as is reasonably practical, that each resident applicant who cannot be offered a preference expressed on the School Admissions Application Form receives the offer of an alternative school place. The applicant will be offered a place at the nearest community school (or own admitting authority school if the governors have agreed to this) to the home address with an available place.
34. Haringey will inform all resident applicants of their highest offer of a school place and, where relevant, the reasons why higher preferences were not offered, whether they were for schools in the Home LA or in other participating LAs.
35. Haringey will use the form of Notification Letter set out in this document.
36. Notification of the outcome will be sent to parents on **1 March 2017**.
37. Details of the pupils to be offered will be made available to each Haringey primary school by **1 March 2017**.
38. Parents who are not offered a place at their preferred schools will be offered the right of appeal.

POST OFFER

39. Parents must accept or decline the offer of a place by **15 March 2017**. If they do not respond by this date the local authority will make every reasonable effort to contact the parent to find out whether or not they wish to accept the place. If the parent fails to respond to the local authority the school place will be withdrawn.
40. Where a parent accepts or declines a place by **15 March 2017** this information will be passed to the maintaining LA by **22 March 2017**. Where such information is received from applicants after **15 March**, this LA will pass it to the maintaining LA as it is received.
41. Where a place becomes available in an oversubscribed maintained school or academy in Haringey, it will be offered from a waiting list ordered in accordance with paragraph 2.14 of the School Admissions Code 2014.
42. Haringey will inform the home LA, where different, of an offer for a maintained school or Academy in Haringey which can be made to an applicant resident in the home LA's area, in order that the home LA can offer the place.
43. When acting as a maintaining LA, Haringey LA and the admission authorities within it will not inform an applicant resident in another LA that a place can be offered.
44. Haringey will offer a place at a maintained school or Academy in another LA to an applicant resident in its area, provided that the school is ranked higher on the School Admissions Application Form than any school already offered.
45. Where Haringey is informed by a maintaining LA of an offer which can be made to an applicant resident in Haringey which is ranked lower on the School Admissions Application Form than any school already offered, it will inform the maintaining LA that the offer will not be made.

46. Where Haringey, acting as a home LA, has agreed to a change of preference order for good reason, it must inform any maintaining LA affected by the change.
47. Haringey will inform the home LA, where different, of any change to an applicant's offer status as soon as it occurs.
48. Haringey will accept new applications (including additional preferences) from home LAs for maintained schools and Academies in its area.

WAITING LISTS

49. Where a child does not receive an offer of their first preference, his/her name will automatically be placed on the waiting list for each Haringey school for which he/she is eligible, that is a higher preference school to the one that has been offered. Parents will be advised that if they want to go on the waiting list for an out-of-borough school, that they must put this in writing to the School Admissions Service in Haringey.
50. Parents will be given the opportunity to make applications to Haringey schools to which they did not originally apply.
51. Waiting lists will be kept by all maintained admission authorities in Haringey and coordinated centrally by this local authority as part of the coordination of all admission applications. Academies, voluntary-aided and foundation schools will apply their own admission arrangements. Haringey local authority will keep a mirrored waiting list and will offer places on behalf of the governing body. Waiting lists for community schools will be administered centrally by the local authority.
52. Waiting lists for entry to Year 7 in September 2017 will be compiled on **17 March 2017** (after the deadline for acceptance of places) and will be kept in strict criteria order with no differentiation between on-time or late applications.
53. Waiting lists will be maintained and places allocated, as they become available, in accordance with each admission authority's published admission and oversubscription criteria.
54. Children will remain on the waiting list until the end of the Autumn Term of the academic year of entry, unless parents contact the School Admissions Team to extend this further.

Timetable for entry to school in September 2017

21 October 2016	Recommended closing date for receipt of the School Admission Application Form
31 October 2016	Statutory deadline for return of application to the Home LA
11 November 2016	Deadline for the transfer of application information by the Home LA to the PLR and supplementary information to Haringey VA schools/maintaining local authorities
8 December 2016 – 13 January 2017	Voluntary-aided schools and Academies will order their applications according to their admissions criteria
12 December 2016	Deadline for the upload of applications that are late but are considered to be on-time, to the PLR
13 December 2016 – 3 January 2017	Pan-London data checking exercise of pupil applications exchanged via the PLR
16 January 2017	Voluntary-aided schools and Academies to provide Haringey LA with an electronic list of their applicants in rank order
3 February 2017	Deadline for the transfer of highest potential offer information from the Maintaining LAs to the PLR
16 February 2017	Final ALT file to the PLR
17 – 23 February 2017	Pan-London data checking exercise of pupil offer data
01 March 2017	Notifications sent to parents by Home LA
15 March 2017	Date by which parents accept or decline offers
22 March 2017	Date by which LA will pass information to schools within Haringey (or for out-of-borough schools, to the maintaining LA) on parents who have accepted or declined a place.

NOTIFICATION LETTER

1 March 2017

Applicant name
Applicant home address

Pupil Pupil name
Name:
ID No.: Pupil ID

Secondary Transfer 2017

I am writing to let you know the outcome of your application for a secondary school place. I am pleased to tell you that we are able to offer your child a place at **X school**.

It is important that you confirm as soon as possible that you wish to accept the offer of a place at **X school**. Failure to do so may result in the offer being withdrawn. Please return the enclosed offer response form by **15 March 2017**. **All applicants must respond by returning this form**. You can deliver it to one of Haringey's Customer Services Centres, or send it by post using the address listed below.

The school has been informed and will contact you to provide further information about the arrangements for admission.

If you were not offered your first preference school

I am sorry that it was not possible to offer your child a place at any of the schools listed as a higher preference on your application form. This is because these schools are currently full in your child's year group. If you would like further information about why your child was not offered a place at one of your higher preference schools, please contact the admission authority for that school. Details of how places were offered in Haringey are given at the end of this letter.

Waiting lists

Please note that applications for any school that you listed lower on your application form have been automatically withdrawn.

If you would like «pupil_forenames» to be added to any waiting list for a school, please put your request in writing either by email or post to the address above. You can only be considered for a maximum of 6 schools at any time. If we can offer your child a place from a waiting list we will contact you.

Please note that being on a waiting list does not guarantee your child a place at the school and their position on the list could go down as well as up as other applicants join the list.

Your right to appeal

You have a right of appeal under the School Standards & Framework Act 1998 if your child is refused a place at any of the schools you listed on your form.

If you wish to appeal:

- **for Alexandra Park, Heartlands High or a community school in Haringey**, please download an appeal form from www.haringey.gov.uk/schooladmissions or contact us to request a form. These schools are listed on pages 17 to 43 in the Secondary Admissions booklet.
- **for Fortismere, Harris Academy Tottenham, Greig City Academy, St Thomas More Catholic School, Woodside High or Tottenham UTC**, please contact the school direct. These schools are listed on pages 17 to 43 in the Secondary Admissions booklet.
- **for schools outside Haringey**, please contact the local authority where the school is located (contacts details can be found at www.haringey.gov.uk/schooladmissions and in the Secondary

Admissions booklet).

Appeal forms must be returned by **<appeal deadline>** for your appeal to be heard before September 2017.

We **strongly recommend** that you accept the place you have been offered as this will ensure that your child has a school place in September. Accepting the place will not influence the outcome of your appeal or your child's position on a waiting list.

If you have any questions about this letter please contact us using the contact details below.

School Admissions Service

Pupil Name

Date of birth: ID:
Pupil date of birth Pupil ID

Return by: 15 March 2017

Post to: 3rd Floor River Park House, 225 High Road, Wood Green, London, N22 8HQ

Please complete the relevant options below:

● I accept the place for my child at X school Please tick:

or

● I decline the place for my child at X school Please tick:

I do not require the place offered because I already have a place at another school, as follows:

Name of School:

I understand that if I decline this offer, the place may be offered to another applicant.

PUPIL NAME

Signed: Date:

Name:

Telephone Number:

The admission numbers for Haringey community secondary schools for the 2017/18 school year will be as follows:

Gladesmore Community School 243 places

Highgate Wood School 243 places

Hornsey School for Girls 162 places

Northumberland Park Community School 210 places

Park View Academy 216 places

The governing bodies at the following schools have asked Haringey to set and apply their admission arrangements on their behalf

Heartlands High School 216 places

Woodside High School 240 places

Proposed Scheme for In-Year Admissions 2017/18

APPLICATIONS

1. Applications from Haringey and non-Haringey residents for schools in Haringey must be made directly to the Haringey Schools Admission Service.
2. The In-Year Application Form is available from the Admissions Service, from schools in Haringey and from the Haringey Council website.
3. Haringey residents applying for places at maintained schools and academies **outside** Haringey will need to apply directly to the LA (local authority) in whose area the school is situated.
4. The admission authorities within Haringey will not use supplementary forms except where the information available through the School Admissions Application Form is insufficient for consideration of the application against their published oversubscription criteria.
5. Where supplementary forms are used, they will be available from the school concerned, on Haringey's website and from the In-Year Schools Admission Service. Haringey's admission booklets and website will indicate which schools require supplementary forms to be completed and from where they can be obtained.
6. Where an admission authority in Haringey receives a supplementary form, it will not consider it to be a valid application until such time as the parent/carer has listed the school on their home LA's School Admissions Application Form.
7. Where only the School Admissions Application Form is received, schools **MUST** rank the application according to the information available to them.
8. Applicants will be able to express a preference for a maximum of six schools within Haringey (including any city technology college that has agreed to participate in this scheme).
9. The order of preference given on the In-Year School Admissions Application Form will not be shared with any school.
10. The Haringey Schools Admission Service will carry out address verification for each application made to a maintained school or academy in Haringey. Where Haringey is not satisfied as to the validity of an address of an applicant it will advise the admission authority schools.
11. Haringey will check the status of any applicant who is a 'looked after or was previously looked after but immediately after being looked after became subject to an adoption, child arrangements or special guardianship order.'

PROCESSING

12. Parents/carers applying for schools in Haringey must complete and return the In-Year School Admissions Application Form to the Haringey Admissions Service

13. Where an application is not fully completed, Haringey will not treat the application as valid until all information is received.
14. In the event that a Haringey resident applies to a non-Haringey school, Haringey will write to the parent/carer advising them to apply directly to the LA in whose area the school is situated.
15. If a pupil is currently on roll at a school in Haringey or a school in a neighbouring borough, the Admissions Service will advise the parent/carer to discuss the transfer with the Headteacher or senior Teacher at the school.

OFFERS

16. If a school has a vacancy, it is expected that an offer of a place will be made to the child entitled to that place in accordance with the published oversubscription criteria. The Local Authority will offer places at community schools and will also make offers on behalf of own admission authority schools should they so wish.
17. Haringey will write to parents who have not been offered a place at any of their preferred schools giving reasons and informing them of their right of appeal to an independent panel in accordance with the School Standards and Framework Act 1998.
18. Haringey will notify the Home LA of the outcome of applications for their residents.
19. When a child has been offered a place at a higher preference school, the lower ranking preferences will be withdrawn.
20. When a child has been offered a place at a lower preference school, the higher preferences will also be withdrawn unless the parent indicates otherwise. Only where a parent/carer has expressly set out that they wish to be put on the waiting list of those schools which are a higher preference will this be done.
21. Where a home applicant who is out of school cannot be offered a place at one of their named preferences, Haringey will offer the nearest community (or own admitting authority if the governors have agreed to this) school to the home address with an available place.
22. Where it is known that a non-Haringey resident is out of school and cannot be offered a place at one of their named preferences, Haringey will notify the home LA who will be responsible for identifying a school place for the child.

POST OFFER

23. Parent/carers will be expected to accept or decline the offer of a place as soon as possible. Parents must be given a reasonable amount of time to consider the offer (10 school days).
24. Where a parent does not respond within this timeframe Haringey will make every reasonable effort to contact the parent to find out whether or not they wish to accept the place. Where the parent fails to respond the offer of a place will be withdrawn.
25. Haringey will notify the home LA of any appeals that are upheld for Haringey schools.

26. Children will remain on the waiting list until the end of the academic year in which the application was made and Haringey will write to all parent/carers asking them to complete a new application form if they wish to stay on the waiting list(s) beyond this timeframe.

HARINGEY SCHOOLS

27. The School Admissions Team will require a list of every child on roll in every year group in all the relevant Haringey schools.
28. Schools will be required to provide a weekly roll update so that it is clear on a week by week basis where there are vacancies across all schools and year groups.
29. When a child leaves a Haringey school, the name of the child and the child's future educational provision must be communicated to the School Admissions Service.

TRANSFERRING BETWEEN SCHOOLS

30. Parent/carers wishing to move their children between local schools will be encouraged to discuss their reasons with their current school.
31. Parent/carers need to be aware of and consider the potential impact that any move might have on the education and wellbeing of their child(ren).
32. Parent/carers moving address will also be advised to think carefully before requesting to move their child(ren) to another school.
33. Where a parent/carer insists on a transfer, it would be unlawful for an admission authority to refuse a place if a vacancy exists.

FRAUDULENT APPLICATIONS

34. An offer on the grounds of proximity is conditional on the child being solely or mainly resident at the address provided at the time of application. A business address, a childminder's address, or any other address other than the child's home will not be accepted. Proof of address will be sought and may be subject to further investigation.
35. Haringey Council will make every effort to prevent fraudulent applications. Haringey will carry out random checks on a number of applications and reserve the right to carry out home visits to the address provided on the application form.
36. A school place obtained using a false address will be withdrawn and given to the child who was entitled to that place.

HARINGEY COUNCIL AND HARRIS FEDERATION

Admissions Booklet

37. Haringey Council will set out in the relevant Admissions Booklet how in-year applications can be made and will be dealt with. It will set out that if applicants wish to apply to a Harris school they should complete a separate application form (a copy of which will be available from both the school and the local authority).

In year applications

38. If an applicant lists a Harris school on the local authority's form, this information will be sent to the school securely upon receipt.
39. The Harris school will notify all applicants of the outcome of their application. If an offer cannot be made, the school will inform the applicant of the reasons why and provide the right of appeal.

Providing information to the Local Authority

40. Each Harris school will notify the Haringey School Admissions Service of the pupils they have admitted and the details of any applicants who have been refused a place and why. A copy of any refusal letter will be provided to the LA.
41. Each Harris school will notify the Haringey School Admissions Service of the number of pupils on roll in each year group. Information will be provided on a weekly basis via the authority's 'Weekly Return Form'.

At the time of writing the Harris schools in Haringey are -

Harris Academy Tottenham
Harris Primary Academy Coleraine Park
Harris Primary Academy Philip Lane

In-Year Fair Access Protocol for Haringey Schools

Introduction

1. The School Admissions Code requires local authorities to have in place a fair access protocol which all local schools and Academies must adhere to.
2. Its aims are to:
 - acknowledge the real needs of vulnerable young people who are not on the roll of a school and to ensure that an appropriate placement is identified quickly and pupils are on roll within 15 days of the panel
 - seek to find an alternative placement or support for those on roll of a school where it can be demonstrated that they are at risk of permanent exclusion
 - fairly share the admission of vulnerable students across all schools and Academies (where the panel agree that another mainstream school place should be identified)
 - arrange such admissions openly through a process which has the confidence of all
 - record the progress and successes of the young people placed through this panel

This protocols reflects the LA's responsibility for safeguarding and promoting the welfare of children and young people as well as educational attainment

3. It is essential to the success of IYFAP that all Head teachers and governing bodies agree to the aims, principles and procedures and give their fullest support.
4. All schools recognise their collective responsibility for all pupils and accountability for some and will work collaboratively to manage pupils with challenging behaviour, involving multi-agency support, accessed where appropriate. All members will work together to secure commitment to the inclusion agenda and to reduce exclusions from schools.

Students within the scope of this scheme

5. The admission to school of the following students falls within the scope of this scheme:
 - children from the criminal justice system or Pupil Referral Units who need to be reintegrated into mainstream education;

- children who have been out of education for two months or more;
 - children of Gypsies, Roma, Travellers, refugees and asylum seekers;
 - children who are homeless;
 - children with unsupportive family backgrounds for whom a place has not been sought;
 - children who are carers;
 - children with special educational needs, disabilities or medical conditions (but without a statement or education, health and care plan);
 - those permanently excluded;
 - where children who are out of school where there is evidence that they were at risk of exclusion prior to leaving their last school;
 - children removed from school and unable to find a place after a number of fixed term exclusions;
 - pupils ready for reintegration from the Pupil Support Centre or secure units;
 - those who are at risk of permanent exclusion.
6. The Fair Access Panel will also administer the process for managed moves.
 7. Schools must inform the School Admissions Service of any pupil who they are going to refer for a managed move. Subject to paragraph 8, the receiving school will be agreed and recorded at the meeting and progress reports be taken to every panel until the pupil is on roll at the new school or it is determined that they should remain at their original school.
 8. Schools may refer a child at risk of permanent exclusion for the panel to consider a managed move. However, if it is agreed that a managed move is in the best interests of the young person, the placement must be agreed between the substantive and receiving school and the family. This may happen outside the panel meeting. In every case, the Admissions Service must be informed.
 9. There are dedicated arrangements for children with statements of Special Educational Needs (SEN) or Education, Health and Care plans and this protocol does not override those arrangements. However, it has been agreed that pupils who are placed through those arrangements will be noted by the IYFAP panel (see later section).

Composition and frequency of the panel

Secondary

10. A panel, consisting of a minimum of 3 secondary Head teachers (or their designated representative), will meet once a month (or as necessary) to ensure prompt and fair allocation of young people to schools. Heads will be notified of their designated meetings at the beginning of the academic year,
11. The Head of Education Services or another designated LA Officer will chair the panel.
12. In the event that the placement decision is not unanimous, the designated Head teachers will decide.
13. Where a young person is known to a particular service or agency, an officer with knowledge of that young person will be invited to the panel, or a short written statement may be submitted.
14. The membership of the panel can include as necessary, a representative of children's social care, educational psychology service, youth offending service, children missing education, children in care, the police and any other relevant professional supporting a case.

Primary

15. A panel, consisting of three primary Head teachers (or their designated representative), will meet once a half term, (or as necessary) to ensure prompt and fair allocation of young people to schools.
16. The Head of Education Services or another designated LA Officer will chair the panel.
17. Where a young person is known to a particular service or agency, an officer with knowledge of that young person will be invited to the panel, or a short written statement may be submitted.

The decision-making process

18. Cases will be brought to the panel by the Haringey Admissions Service which will be the point of referral. The cases must be submitted under one of the categories given in paragraph 5 above and the child must be without a school place.
19. The Panel will be administered by the Haringey Admissions Service which will provide data for the current and previous school year (figures to be based on actual figures where IYFAP pupils have been admitted).
20. The following data will be provided at each panel:

- The number of pupils on roll at each school in each year group
 - The number of vacancies at each school in each year group
 - The number of pupils that have been admitted to each school in each year group through the 'normal' in year admissions process since the last panel
 - The number of pupils that have been admitted to each school in each year group through the Fair Access admissions process since the last panel
 - The total number of pupils that have been admitted to each school in each year group through the Fair Access admissions process in the last academic year and the number of schools or Academies (if any) that have failed to admit
 - Background/ pupil history/ information, where available and where consent has been confirmed
 - The number of students with statements of Special Educational Need allocated over number through the SEN procedures.
21. The placement panel for Children in care will continue to determine the most appropriate placement for each young person and their case will be presented for the panel to ratify. In order to ensure that CIC are admitted to school quickly, they will be placed before the panel and it will not be possible for these cases to be brought back to the panel for reconsideration.
22. When making the decision as to appropriate school placement for the child, the panel will take into account:
- preferences made and views of parents/carers and the view of the pupil (including religious affiliation)
 - the admissions criteria
 - the published admission number and number of forms, of entry so placements can be made proportional to the number of forms of entry
 - the number of students admitted through IYFAP in the previous and current academic year
 - the needs of the student, where this is known
 - any capacity/capability reasons why the school may not be able to respond to the needs of the student
 - the individual context of a school in relation to recently excluded students

- whether the applicant has previously attended a Haringey school.
 - it will be the presumption that wherever possible pupils will return to a school if they have previously been on roll there.
23. In cases where a child does not return to their previous Haringey school, that school will have the value of one child debited from their comparative IYFAP statistics, to reflect the loss of that child from the school's roll.
- This debit will apply regardless of whether the child was originally admitted to that school via the IYFAP protocol.
 - In cases where the child was previously permanently excluded and is being re-integrated into mainstream school this debit will not apply.
 - In cases where the child previously attended more than one Haringey school the debit will be applied solely to the school which the child most recently attended.

Note

Where a school has admitted pupils above its admission number in error, these additional pupils will not count and cannot be off-set against IYFAP referrals.

24. Where an alternative educational placement is determined most suitable to meet the needs of a young person, this provision will be identified in principle by the Inclusion Service, following assessment, and ratified by the panel.
25. Decisions will be reached by consensus, whenever possible, with the chair mandated to take appropriate action where this has not proved possible.

Implementation of the decisions

26. Decisions regarding placement of students under the Fair Access protocol will be made by the panel, and will be final.
27. *Admission must take place within **15** school days of the school receiving notification of the decision.*
28. In exceptional circumstances, the allocated school may request that the panel reconsider their decision at the next meeting. This will only be possible where the school has prior knowledge of the specific young person which was not known to the panel at the time of decision, which makes the placement inappropriate. This request must be made in writing to the Chair within **5** school days of the school receiving notification of the decision. The formal offer letter will be sent on the 6th day.

29. The Department for Education recognises that admission of a young person through the Fair Access Panel could potentially take the school above the planned admission number for that year group.
30. It is recognised that there is usually little available information about the young people who are being admitted in-year to school. The Admissions Service will try to acquire as much educational information as practical to accompany in-year admissions to assist smooth integration to the school.

Risk assessments

31. Risk assessments will be undertaken as necessary by the referring body.

Relationship with appeals

32. Where young people are admitted to a school above the planned admission number in any year group under the protocol, this should not prejudice the provision of efficient education or the efficient use of resources of the school.
33. Appeal panels will be made aware of the conditions of the scheme, and that the admission of an additional student under this scheme is different from a school voluntarily exceeding its admission limit. Panels will also be made aware that any decision made to allow appeals will place further pressure on the school's resources.
34. A school placement made through IYFAP shall not remove a parent/carer's right to appeal for a school place elsewhere.

Monitoring the operation of the Protocol

35. The Admissions Service will undertake scheduled checks and monitor admission dates and pupil days.
36. The anonymised details of all decisions will be made available to the Director and Lead Member to demonstrate that the Protocol is being effective.
37. This will include any school or Academy that has not taken a pupil on roll within 15 days of the decision being notified.
38. Details of any school or Academy who has not taken a pupil on roll within 15 days of the decision will also be available at the next IYFAP meeting.
39. On the 16th day the Head of Education Services will contact in writing the Headteacher of any school or Academy that has failed to admit within the agreed timeframe to request an on roll date.

40. If the school or Academy fails to provide an on roll date, within agreed timescales, then the direction process will apply as set out in the School Admissions Code and in accordance to the Department for Education advice: "Fair Access Protocols: Principles and Process".
41. The protocol will be reviewed on an annual basis by the Local Authority, in conjunction with Head teachers/ principals, in order to assess its effectiveness in ensuring that unplaced children are being allocated places at schools/ academies or in alternative educational provision on an equitable basis.

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Proposed Admission Criteria for Sixth Form 2017

Alexandra Park School

Minimum number of students to be admitted from outside the school = 80

AS/A levels

Students must have at least five Grades A* – C at GCSE. Some subjects have specific entry requirements and for many AS/A level subjects a B grade in that subject at GCSE is usually necessary. We also offer a range of BTEC courses.

Joining the sixth form for Year 13

Students wishing to join the Sixth Form after having completed their AS levels at another institution may be able to complete A2s in Year 13. To do so they must have secured satisfactory passes in their AS levels, and their course choice must be compatible with the school timetable.

Admission priorities

Where the number of eligible external applicants for a course of study exceeds the places available then admission will be determined in accordance with the following priority of admission criteria:

1. Students who have statements of Special Educational Needs or Education Health and Care Plan specifically naming the School.
2. Students who are looked after by a local authority or were previously looked after but immediately after being looked after, became subject to an adoption, child arrangements or special guardianship order.

A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22 (1) of the Children Act 1989).

3. Students who will have a sibling attending the school at the point of admission. This category includes foster brothers and sisters, half brothers and half-sisters, stepbrothers and stepsisters or adopted brothers and sisters. They must also be living at the same address as the applicant.
4. Students whose home address (i.e. their only or main residence) closest to the school.

Distance will be measured in a straight line from the Ordnance Survey address point of the student's home to the Ordnance Survey address point of the school, calculated using a computerised mapping system.

Hornsey Sixth Form College

All students are invited to attend an informal discussion about their subject choice. General entry requirements are:

A/S and A2 Level

A minimum of 5 GCSE passes at A*-C including English and Maths. Some subjects have specific entry requirements and for further study a grade B in that subject at GCSE may be required.

Level 3 Vocational/ BTEC

A minimum of 4 GCSE A*-C. There is scope for these students to retake GCSE English and Maths if required in this pathway.

Progression to year 13

Students automatically progress from year 12 to year 13 if they have attained at least 3 D grades at AS levels and. Students who do not achieve this will need to have a formal meeting with the Director of Learning and subject teachers to consider guidance for more appropriate courses if applicable. We are committed to ensuring the needs of our students to enable progression are in place for all pathways.

Admission priorities

Where the number of eligible external applicants for a course of study exceeds the places available then admission will be determined in accordance with the following priority of admission criteria:

1. Students who have a statement of Special Educational Needs or Educational Health and Care Plan specifically naming the School.
2. Students who are looked after by a local authority or were previously looked after but immediately after being looked after, became subject to an adoption, child arrangements or special guardianship order.

A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22 (1) of the Children Act 1989).

3. Students who will have a sibling attending the college at the point of admission. This category includes foster brothers and sisters, half brothers and half-sisters, stepbrothers and stepsisters and adopted brothers and sisters. They must also be living at the same address as the applicant.
4. Students whose home address (i.e. their only or main residence) is closest to the college.

Distance will be measured in a straight line from the Ordnance Survey address point of the student's home to the Ordnance Survey address point of the college, calculated using a computerised mapping system.

Highgate Wood School

Minimum number of students to be admitted from outside the school = 10

All students will be invited to an informal discussion about their subject choice. The general entry requirements are as follows:

AS and A2 Level

At least five GCSE passes at A* - C, with specific requirements for particular subjects based upon the national statistical guidance for successful outcomes. We consider ourselves to be an open access Sixth Form and so the criteria are matched to what is required to ensure positive outcomes. Full details for different subjects are available on the website: <http://highgate.digitalbrain.com/highgate/web/post16/main/>

Level 3 BTEC/OCR National

At least five GCSE passes at A* - D with at least three of these at C or better including in the relevant subject(s). These courses are equivalent to 2 A levels and are in Business Studies and New Media Arts. Students are expected to take one AS level alongside.

GCSE Maths & English

Applicants require a high D to be admitted to these courses. It is not expected that a student will need to follow both courses.

Extended Project

Applicants will need to have an average of GCSE A grade across their GCSE results to be admitted to pursue an extended project and this will be alongside a programme of 4 AS levels.

Admission priorities

Where the number of eligible external applicants for a course of study exceeds the places available then admission will be determined in accordance with the following priority of admission criteria:

1. Students who have a statement of Special Educational Needs or Education Health and Care Plan specifically naming the school.
2. Students who are looked after by a local authority or were previously looked after but immediately after being looked after, became subject to an adoption, child arrangements or special guardianship order.

A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22 (1) of the Children Act 1989).

3. Students who will have a sibling attending the school at the point of admission. This category includes foster brothers and sisters, half brothers and half-sisters, stepbrothers and stepsisters or adopted brothers and sisters. They must also be living at the same address as the applicant.
4. Students whose home address (i.e. their only or main residence) is closest to the school.

Distance will be measured in a straight line from the Ordnance Survey address point of the student's home to the Ordnance Survey address point of the school, calculated using a computerised mapping system.

The Haringey Sixth Form College

Haringey Sixth Form College is now a 16-19 Academy and as such it has an Admissions Policy which has been directly agreed with the Department for Education (DfE)

Different types of courses have different entry requirements. The College will provide courses at Entry to Level 3 and will be fully inclusive. The total number of students to be admitted in September 2017 = 550

To study AS/A levels

Students must have a minimum of 5 GCSEs at grades A*-C which must include English and Maths. The number of AS levels that are studied will be determined by the number of GCSE passes at grade C or above and the grades achieved. Some subjects have particular entry requirements such as a grade B or higher in English and/or Maths or in the subject to be studied.

Level 3 Vocational programmes

BTEC Level 3 students will need to have 4 or more GCSEs at Grade A* - C or an equivalent Level 2 qualification such as a BTEC First at merit or distinction. GCSE English and Maths at grade D or above is also required. However, some vocational programmes may require a Grade C or above in English and/or Maths.

Level 2 programmes

BTEC Level 2 students will usually need to have GCSE passes at Grade D or above. However, experience, ability and interest in the chosen vocational area will also be taken into account.

Level 1 programmes

BTEC Introductory Diploma, students will need to have GCSEs at Grade E-G or an equivalent qualification and have an interest in the chosen vocational area.

Entry or Pre –Entry level programmes

Students do not need any formal qualifications but do need a personal commitment to further study in the area.

GCSE English and Maths

Please note: In line with Government Policy from September 2013, all students who have not achieved a Grade C in GCSE Maths and/or English by the end of their Secondary Education, are required to continue studying these subjects Post 16 until they achieve this minimum grade. This is therefore a requirement for students applying to study at the Sixth Form College.

Students with Statements of Special Educational Needs or Education Health and Care Plans will be required to study these subjects at a level in line with their ability.

Priority rules

The closing date for applications will be the last day of the spring term. The Sixth Form College will normally be able to offer places to all applicants provided they meet the minimum entry requirements for the course applied for, and equal priority will be given to

all applications received by this date. In the event that there are more applicants than places by this date, priority will be given in the following:

1. Young people who have statements of Special Educational Needs or Education Health and Care Plan
2. Students who are looked after by a local authority or were previously looked after but immediately after being looked after, became subject to an adoption, child arrangements or special guardianship order.

A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in Section 22 (1) of the Children Act 1989).

3. To students on roll in Year 11 at one of the following partner schools:

- Gladesmore Community School
- Heartlands High School
- Northumberland Park Community School
- Park View School
- Woodside High School

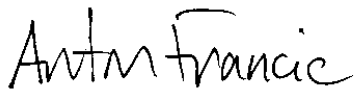
All applications received after the last day of the spring term will then normally be considered purely on a 'first-come-first-served' basis.

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Haringey Council

Equality Impact Assessment

Name of Project	Proposed Admission Arrangements 2017/18	Cabinet meeting date If applicable	
Service area responsible	Education Services		
Name of completing officer	Carlo Kodsi Team Leader School Admissions Nick Shasha, School Place Planning Lead	Date EqIA created	16/10/2015
Approved by Director / Assistant Director	Anton Francic, Joint Interim Ad, Schools and Learning 	Date of approval	20/10/2015

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act
- Advancing equality of opportunity between those with 'protected characteristics' and those without them
- Fostering good relations between those with 'protected characteristics' and those without them.

In addition the Council complies with the Marriage (same sex couples) Act 2013.

Haringey Council also has a 'Specific Duty' to publish information about people affected by our policies and practices.

All assessments must be published on the Haringey equalities web pages. All Cabinet papers MUST include a link to the web page where this assessment will be published.

This Equality Impact Assessment provides evidence for meeting the Council’s commitment to equality and the responsibilities outlined above, for more information about the Councils commitment to equality; please visit the Council’s website.

Stage 1 – Names of those involved in preparing the EqIA	
1. Carlo Kodsi, Team Leader School Admissions	5.
2. Nick Shasha, School Place Planning Lead	6.
3. Eveleen Riordan, Interim Head of Education Services	7.
4. Ben Ritchie, Policy and Equalities Officer	8.

Stage 2 - Description of proposal including the relevance of the proposal to the general equality duties and protected groups. Also carry out your preliminary screening (Use the questions in the Step by Step Guide (The screening process) and document your reasoning for deciding whether or not a full EqIA is required. If a full EqIA is required move on to Stage 3.

The Local Authority has a duty to put in place admission arrangements that comply with the mandatory provisions set out in the School Admissions Code 2014. These consist of Admissions Criteria and a Coordinated scheme and aim to provide a clear admissions system and oversubscription criteria which are transparent to those parents applying for a school place.

The Council is the admissions authority for community and voluntary controlled (VC) schools within the borough and therefore is responsible for determining the admission arrangements for these schools. Academies, foundation schools and voluntary aided schools are their own admissions authority; they must consult on and then determine their own admissions arrangements. The Council has a statutory duty to monitor the arrangements determined by own admitting authority schools to ensure compliance with the School Admissions Code. The Council is the coordinating authority for all schools in the Borough (except independent fee paying schools) and will send out school place offer letters to all Haringey residents where a school place has been applied for in any given year.

The school admissions framework is intended to ensure that the school admissions system is fair to all children regardless of race, ethnicity, gender or ability.

“In drawing up their admission arrangements, admission authorities **must** ensure that the practices and the criteria used to decide the allocation of school places are fair, clear and objective. Parents should be able to look at a set of arrangements and understand easily how places for that school will be allocated” page 7, para 3 - School Admissions Code 2014.

The Code provides admission authorities with some flexibility to determine and implement their own admission arrangements through local consultation, in order to meet circumstances in their area. However, the purpose of the framework is to aim to ensure that unlawful and unfair arrangements are not adopted and that the needs of all children are met.

As in all boroughs, some schools are more popular than others and inevitably some parents will not secure a place at their preferred school. However the Local Authority has ensured that the proposed Haringey Admission arrangements 2017 are compliant with all areas of the Admissions Code, are equitable and transparent and include measures to actively promote fairness.

Proposed Admission Criteria

The proposed admission criteria for 2017 vary slightly according to the type of provision (nursery¹, primary, secondary etc) they apply to – the criteria for all these settings can be viewed in appendix 1 through to appendix 3. However the main principles for Haringey community and VC schools are set out below:

Statement of Special Education Needs - Where a child has a statement of Special Educational Needs/Education and Health Care Plan (EHCP) which names the school, they will be admitted in accordance with section 324 of the Education Act 1996.

If the number of applicants without statements of educational needs/ECHP naming the school is higher than the number of places available, the following rules are applied, in the order of priority to decide who will be offered a place:

- 1. Looked After Children** – Children in the care of a local authority or were previously looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order.
- 2. Social Medical** - Children who the Authority accepts have an exceptional medical or social need for a place at one specific school. Applications are supported by a written statement from a relevant independent professional and assessed at a SocMed panel.

¹ In the case of nurseries, the Authority is responsible for admissions but these are managed by schools with nurseries and nursery centres.

3. ****Linked school** - This rule applies only to junior school admissions. Children attending an infant school will be prioritised under this rule for admission to the linked junior school.
4. **Siblings** - Children who will have a sibling attending the school at the point of admission. This category includes foster brothers and sisters, half brothers and half-sisters or stepbrothers and stepsisters. They must also be living at the same address as the applicant².
5. **Distance** - Children whose home address is closest to the preferred school. Distance will be measured in a straight line from the Ordnance Survey address point of the child's home to the Ordnance Survey address point of the school, calculated using a computerised mapping system.

Proposed Pan London Co-ordinated Scheme 2017/18

Haringey Council's coordinated scheme is developed in line with the Pan London recommendations and sets out the procedures that all schools for which Haringey is the admitting or coordinating authority agree to sign up to.

In-Year Fair Access Scheme

The 2017/18 arrangements also contain an In-Year Fair Access Scheme which acknowledges the need to deal with vulnerable young people who are not on the roll of a school, quickly and sympathetically. This scheme also fairly shares the burden of admitting vulnerable students across all schools and academies, taking account of their resources to support each student.

Relevant Legislation

According to the Equality Act 2010 an admission authority must not discriminate on the grounds of disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, or sexual orientation against a person in the arrangements and decisions it makes as to who is offered admission as a pupil. This Act contains limited exceptions to the prohibition of discrimination on grounds of religion or belief and sex. Schools designated by the Secretary of State as having a religious character (faith schools) or single sex schools are exempt as they are allowed to make a decision based on religious belief or sex respectively.

² Please see proposed change to the Primary sibling oversubscription criteria in Appendix 2 and a separate pre-consultation EQIA in Appendix 8

Admission authorities are also subject to the Public Sector Equality Duty and therefore must have due regard to the need to eliminate discrimination, harassment, and victimisation, advance equality of opportunity and foster good relations in relation to persons who share a relevant protected characteristic and persons who do not share it

Stage 4 – Scoping Exercise - Service data used in this Equality Impact Assessment

The School Admissions Code, states that personal information that does not directly relate to the application of the admissions criteria cannot be collected through the admissions process. These regulations are in place to ensure that unlawful discrimination cannot take place based on personal information.

Given the above, it is not possible to complete a full analysis of equalities data relating to the proposed admission arrangements for 2017.

Information below provides information on the current statutory school age population in Haringey schools.

Data Source (include link where published)

Age as of January 2015

Year group	Primary Reception to Yr 6	Secondary Yrs 7-11	Grand Total
Reception	3,240		3,240
Year 1	3,172		3,172
Year 2	3,245		3,245
Year 3	3,196		3,196
Year 4	2,944		2,944
Year 5	2,947		2,947
Year 6	2,888		2,888

What does this data include?

The table shows that there is no significant difference between age groups and the current trend of year on year increasing cohorts coming through the key stage one year groups.

Year 7		2,361	2,361
Year 8		2,216	2,216
Year 9		2,211	2,211
Year 10		2,325	2,325
Year 11		2,214	2,214
Grand Total	21,632	11,327	32,959

Gender as of January 2015

	Primary Reception to Yr 6	Secondary Yrs 7-11	Grand Total	Primary Reception to Yr 6	Secondary Yrs 7-11	Grand Total
Female	10,579	5,511	16,090	48.9%	48.7%	48.8%
Male	11,053	5,816	16,869	51.1%	51.3%	51.2%
Grand Total	21,632	11,327	32,959	100%	100.0%	100.0%

The table shows that within the school population there is a not a significant difference between the sexes; the percentage difference in the primary sector is 2.2% with slightly more boys. In the secondary sector the difference is slightly more pronounced at 2.4%.

Disability as of January 2015

	Pupils with statements or EHC plans			
	Primary Reception to	Primary Reception to	Secondary Yrs 7-11	Secondary Yrs 7-11 (%)

The data indicates that Primary children in Haringey with a SEN statement or EHC plans are in line with the London average (both 1.7%) though at a slightly higher percentage than the

	Yr 6	Yr 6 (%)		
Haringey	400	1.7%	383	3.0%
London	12,310	1.7%	10,150	2.1%
England	61,970	1.4%	58,100	1.8%

Pupils with SEN support				
	Primary Reception to Yr 6	Primary Reception to Yr 6 (%)	Secondary Yrs 7-11	Secondary Yrs 7-11 (%)
Haringey	3,012	12.8%	2,662	20.8%
London	96,570	13.2%	64,500	13.3%
England	587,635	13%	369,035	12.4%

England average (1.4%). The percentage of Secondary school children with statements or EHC plans is higher in Haringey (3.0%) than in England (1.8%) or London (2.1%).

The proportion of Primary school children in Haringey with SEN support (12.8%) is marginally lower than across England (13%) and London (13.2%). At Secondary level there are large differences with 20.8% of Haringey children receiving SEN support compared to 12.4% across England and 13.3% across London.

Ethnic composition of Primary and Secondary pupils, Haringey and England as at January 2015

	Haringey (%)		England (%)	
	Primary	Secondary	Primary	Secondary
Any other White background	25.6%	26.3%	5.8%	4.4%
White British	20%	18.9%	68.9%	72.1%
White Irish	1.1%	0.8%	0.3%	0.3%
Gypsy/Roma	0.4%	0.3%	0.4%	0.2%
Traveller of Irish heritage	0.2%	0.1%	0.1%	0.0%
Black Caribbean	8.5%	9.6%	1.2%	1.4%

The table shows that there are significant differences in the ethnic composition of both the primary and secondary cohorts at Haringey primary and secondary schools compared to England averages.

The most significant differences are a far smaller proportion of White British pupils compared to England (20% and 18.9% compared to 68.9% and 72.1%) and a far higher proportion of Any Other White background pupils (25.6% and 26.3% compared to 5.8% and 4.4%). Haringey also has a far larger proportion of Black Caribbean and Black African pupils compared to the England average.

Black African	16.7%	15%	3.7%	3.3%
White and Black Caribbean	3.1%	3.3%	1.5%	1.3%
White and Black African	1.4%	1.7%	0.7%	0.5%
Bangladeshi	2.7%	3.0%	1.7%	1.6%
Indian	1.0%	1.3%	2.8%	2.8%
Pakistani	0.8%	1.0%	4.3%	3.9%
White and Asian	2.0%	1.0%	1.3%	1.0%
Chinese	1.2%	0.5%	0.4%	0.4%
Any Other Black background	2.0%	2.0%	0.7%	0.6%
Any Other Asian Background	1.6%	1.0%	1.8%	1.6%
Any Other ethnic group	6.5%	6.9%	1.8%	1.5%
Any Other Mixed Background	3.9%	4.8%	2.0%	1.6%
Unclassified	1.2%	2.6%	0.7%	1.3%

Although Haringey's proportion of Bangladeshi pupils is higher than the England average, the proportion of Pakistani and Indian pupils is lower than the England average. There is not any major variation of ethnic groups between Haringey's primary and secondary school indicating the school population is indicative of the borough population.

Religion or belief	<p>Religion or belief is not covered by the PLASC school census. The best alternative proxy is Census 2011 data on religion by age. Data on the age groups 0-4 and 5-7 have been combined to provide an approximation of the likely religious or belief profile of Reception aged children.</p> <p>The notional number is based upon the known sample size of Reception aged pupils in Haringey (3,240) multiplied through the distribution of religion or belief from the 2011 Census. It is a synthetic estimate.</p>
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	Percentage (%)	<i>Notional Number</i>
Christian	39.7%	1,288
No religion	20.9%	676
Religion not stated	12.3%	397
Muslim	19.3%	625
Jewish	5.6%	183
Hindu	1.0%	32
Buddhist	0.8%	25
Sikh	0.3%	9
Other religion	0.2%	6
Total	100%	3,240

**Stage 5a – Considering the above information, what impact will this proposal have on the following groups in terms of impact on residents and service delivery:
Positive and negative impacts identified will need to form part of your action plan.**

	Positive	Negative	Details	None – why?
Sex				All primary and all but one of the secondary schools within the borough are coeducational. For all of these schools, the gender of the pupil is not a factor of the admission arrangements.
Gender Reassignment				
Age	The policy applies equally to all children of statutory school age as defined by the Admissions Code 2014.			
Disability	Section 324 of the Education Act 1996 requires the governing bodies of all maintained schools to admit a child with a statement of special educational needs/EHCP that names their school. These children are placed in the relevant school before all other places are			

	<p>allocated.</p> <p>Where a child with a disability or special educational need is to attend a Special School, allocation of places is through a specialist a panel and are outside of the scope of these admission arrangements.</p>			
Race & Ethnicity	<p>The Local Authority has a duty to ensure the proposed arrangements do not unfairly disadvantage any child based on race</p> <p>Translated applications are available on request for those who do not have English as their first language and face to face workshops are held for parents of prospective applicants to support their application process.</p>	<p>In the proposed arrangements, children arriving into the borough after the application date, which will include migrants from other countries, will have their applications dealt with as a late application.</p> <p>However, this approach is seen as fair and necessary and is endorsed by the School Admissions Code.</p>		
Sexual Orientation	All schools included in the arrangements have to admit			

	pupils regardless of sexual orientation			
Religion or Belief (or No Belief)				<p>For community and VC schools, religion is not a factor of the admission arrangements.</p> <p>The governing bodies of faith schools are the admitting authorities for these schools and the admissions criteria are therefore outside of these arrangements. Faith schools are allowed to set objective criteria relating to faith, in line with the mandatory provisions of the Schools Admission Code.</p>
Pregnancy & Maternity	In addition to the criteria set out in Section 1, if only one place is available at the school and the next child who qualifies for a place is one of multiple birth, the Local Authority would ask community schools to go over their published admission number. This aspect of the criteria			

	ensures that multiple birth families are not disadvantaged by the proposed arrangements.			
Marriage and Civil Partnership (note this only applies in relation to eliminating unlawful discrimination (limb 1))				

Stage 6 - Initial Impact analysis	Actions to mitigate, advance equality or fill gaps in information
	<p>Training - Staff in the Haringey School Admissions Team are provided with yearly refresher training in line with the Admission arrangements, which addresses any changes to either the criteria or coordinated scheme.</p> <p>Monitoring - The Head of Education Services will be responsible for monitoring. The School Admissions Return to Department for Education (DfE) is an Annual report which sets out information on the effectiveness of the admission arrangements e.g. number applicants who received one of their preferences for a school place. The annual report to the Office of Schools' Adjudicators (OSA) monitors the fairness of the admission arrangements. This information will be reported to the DfE and the OSA annually.</p> <p>Two main mechanisms will be used by the DfE to provide feedback on how effective the measures in the revised Codes and regulations have been and to inform future policy development. In producing his annual report for the Secretary of State, the Schools Adjudicator will take account of the reports he will receive from each local authority on the legality, fairness and effectiveness of local admission arrangements.</p> <p>Appeal arrangements - Admission arrangements are subject to an appeal process that gives parents the right to appeal for a place at a school where they have been refused that place. The process is also used to hold admissions authorities to account and ensure that the arrangements are applied. A panel that is independent of the local authority determines the appeal.</p> <p>Support services for application - Access to face to face contact with council officers for parents across the borough to support the application process</p>

Stage 7 - Consultation and follow up data from actions set above	
Data Source (include link where published)	What does this data include?
Where changes are proposed to admission arrangements, the admission authority must first publicly consult on those arrangements. Consultation must be for a minimum of 6 weeks and must take place between 1 October and 31 January in the year	

before those arrangements are to apply.

This consultation period allows parents, other schools, religious authorities and the local community to raise any concerns about proposed admission arrangements.

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 arrangements;
- 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.

The Council will ask for approval from the Cabinet Lead member to consult on our proposed admission arrangements, (including the proposed change to the primary sibling oversubscription criterion set out in the other EqIA), such consultation to take place between 6 November 2015 and 18 December 2015 inclusive.

Stage 8 - Final impact analysis

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Stage 9 - Equality Impact Assessment Review Log

Review approved by Director / Assistant Director

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Date of review

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Review approved by Director / Assistant Director

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Date of review

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Stage 10 – Publication

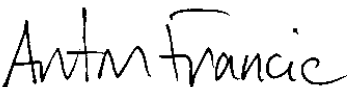
Ensure the completed EqIA is published in accordance with the Council's policy.

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Haringey Council

Equality Impact Assessment

Name of Project	Proposal to change the Primary sibling oversubscription criterion for 2017/18	Cabinet meeting date If applicable	
Service area responsible	Education Services		
Name of completing officer	Carlo Kodsi Team Leader School Admissions Nick Shasha, School Place Planning Lead	Date EqIA created	16/10/2015
Approved by Director / Assistant Director	Anton Francic, Joint Interim Ad, Schools and Learning 	Date of approval	20/10/2015

The Equality Act 2010 places a 'General Duty' on all public bodies to have 'due regard' to:

- Eliminating discrimination, harassment and victimisation and any other conduct prohibited under the Act
- Advancing equality of opportunity between those with 'protected characteristics' and those without them
- Fostering good relations between those with 'protected characteristics' and those without them.

In addition the Council complies with the Marriage (same sex couples) Act 2013.

Haringey Council also has a 'Specific Duty' to publish information about people affected by our policies and practices.

All assessments must be published on the Haringey equalities web pages. All Cabinet papers MUST include a link to the web page where this assessment will be published.

This Equality Impact Assessment provides evidence for meeting the Council’s commitment to equality and the responsibilities outlined above, for more information about the Councils commitment to equality; please visit the Council’s website.

Stage 1 – Names of those involved in preparing the EqIA	
1. Carlo Kodosi, Team Leader School Admissions	5.
2. Nick Shasha, School Place Planning Lead	6.
3. Eveleen Riordan, Interim Head of Education Services	7.
4. Ben Ritchie, Policy and Equalities Officer	8.

Stage 2 - Description of proposal including the relevance of the proposal to the general equality duties and protected groups. Also carry out your preliminary screening (Use the questions in the Step by Step Guide (The screening process) and document your reasoning for deciding whether or not a full EqIA is required. If a full EqIA is required move on to Stage 3.

The council are seeking to consult on a change to the Primary sibling oversubscription criterion for 2017/18. If implemented this change would apply to our primary community schools and to those free schools/academies who choose to follow our admissions arrangements.

The change in sibling criteria would mean that where any family who moved further than 0.5 miles away from the school after admission of a child, the sibling criterion wouldn’t apply in determining the admission of any subsequent child(ren) in the family.

The aim of any criterion change would be to close down any renting of property to secure a school place advantage and arises from some strong pressure in (but not limited to) the N8 area. It is also to ensure that local places are available for local families. Where families haven’t moved between admission of one child and another, the usual sibling criterion will remain.

Some local families of pre-school aged children, particularly in the N8 area have expressed concern that the current sibling criterion enables applicants to secure a exception school place for their first child and then move out of the local area, but continue to take priority over local families for any future applications for younger children in their family.

Currently for community and voluntary controlled (VC) primary schools priority for a school place is given to all siblings ⁽¹⁾ of children already attending the school. This means that those children with siblings may gain admission to a school over more local applicants even though they may live much further from the school as the result of a change of address after their first child has been offered a place at the school. The increase in population and the rising popularity of some Haringey schools including a significant number of schools located in the N8 area means there is a rising pressure for places at some of our schools from local families. High mobility also means that there are a minority of parents moving away from the local area after their first child has been admitted to a local school but subsequently gaining admission for their younger children under the current sibling admissions criterion, thereby reducing the number of places available for local applicants.

A particular challenge for the Council is families who opt to rent property close to oversubscribed schools in order to secure a place at the school and who then move away or revert to a permanent address elsewhere. This practice, while not unlawful per se and while it may be underpinned by genuine reasons for families renting temporary accommodation, can lead to a reduction in the number of places available to local families in subsequent years.

By reviewing the sibling priority oversubscription criterion, the Council will have the opportunity to seek views on how to strike the right balance between allowing younger siblings to follow their first born sibling into local schools, while at the same time guarding against families who chose to live in an area for a short period of time with the sole purpose of gaining access to a particular school.

¹ Children with a brother or sister already attending the school and who will still be attending on the date of admission regardless of their current address

Stage 4 – Scoping Exercise - Service data used in this Equality Impact Assessment

The School Admissions Code, states that personal information that does not directly relate to the application of the admissions criteria cannot be collected through the admissions process. These regulations are in place to ensure that unlawful discrimination cannot take place based on personal information.

Given the above, it is not possible to complete a full analysis of equalities data relating to the proposed admission arrangements for 2017.

Information below provides information on the current statutory school age population in Haringey schools.

Data Source (include link where published)

What does this data include?

Age as of January 2015

Year group	Primary Reception to Yr 6	Secondary Yrs 7-11	Grand Total
Reception	3,240		3,240
Year 1	3,172		3,172
Year 2	3,245		3,245
Year 3	3,196		3,196
Year 4	2,944		2,944
Year 5	2,947		2,947
Year 6	2,888		2,888
Year 7		2,361	2,361
Year 8		2,216	2,216
Year 9		2,211	2,211
Year 10		2,325	2,325

The table shows that there is no significant difference between age groups and the current trend of year on year increasing cohorts coming through the key stage one year groups.

Year 11		2,214	2,214
Grand Total	21,632	11,327	32,959

Gender as of January 2015

	Primary Reception to Yr 6	Secondary Yrs 7-11	Grand Total	Primary Reception to Yr 6	Secondary Yrs 7-11	Grand Total
Female	10,579	5,511	16,090	48.9%	48.7%	48.8%
Male	11,053	5,816	16,869	51.1%	51.3%	51.2%
Grand Total	21,632	11,327	32,959	100%	100.0%	100.0%

The table shows that within the school population there is a not a significant difference between the sexes; the percentage difference in the primary sector is 2.2% with slightly more boys. In the secondary sector the difference is slightly more pronounced at 2.4%.

Disability as of January 2015

	Pupils with statements or EHC plans			
	Primary Reception to Yr 6	Primary Reception to Yr 6 (%)	Secondary Yrs 7-11	Secondary Yrs 7-11 (%)
Haringey	400	1.7%	383	3.0%
London	12,310	1.7%	10,150	2.1%
England	61,970	1.4%	58,100	1.8%

The data indicates that Primary children in Haringey with a SEN statement or EHC plans are in line with the London average (both 1.7%) though at a slightly higher percentage than the England average (1.4%). The percentage of Secondary school children with statements or EHC plans is higher in Haringey (3.0%) than in England (1.8%) or London (2.1%).

	Pupils with SEN support			
	Primary Reception to Yr 6	Primary Reception to Yr 6 (%)	Secondary Yrs 7-11	Secondary Yrs 7-11 (%)
Haringey	3,012	12.8%	2,662	20.8%
London	96,570	13.2%	64,500	13.3%
England	587,635	13%	369,035	12.4%

The proportion of Primary school children in Haringey with SEN support (12.8%) is marginally lower than across England (13%) and London (13.2%). At Secondary level there are large differences with 20.8% of Haringey children receiving SEN support compared to 12.4% across England and 13.3% across London.

Ethnic composition of Primary and Secondary pupils, Haringey and England as at January 2015

	Haringey (%)		England (%)	
	Primary	Secondary	Primary	Secondary
Any other White background	25.6%	26.3%	5.8%	4.4%
White British	20%	18.9%	68.9%	72.1%
White Irish	1.1%	0.8%	0.3%	0.3%
Gypsy/Roma	0.4%	0.3%	0.4%	0.2%
Traveller of Irish heritage	0.2%	0.1%	0.1%	0.0%
Black Caribbean	8.5%	9.6%	1.2%	1.4%
Black African	16.7%	15%	3.7%	3.3%
White and Black Caribbean	3.1%	3.3%	1.5%	1.3%
White and Black African	1.4%	1.7%	0.7%	0.5%
Bangladeshi	2.7%	3.0%	1.7%	1.6%

The table shows that there are significant differences in the ethnic composition of both the primary and secondary cohorts at Haringey primary and secondary schools compared to England averages.

The most significant differences are a far smaller proportion of White British pupils compared to England (20% and 18.9% compared to 68.9% and 72.1%) and a far higher proportion of Any Other White background pupils (25.6% and 26.3% compared to 5.8% and 4.4%). Haringey also has a far larger proportion of Black Caribbean and Black African pupils compared to the England average.

Although Haringey's proportion of Bangladeshi pupils is higher than the England average, the proportion of Pakistani and Indian pupils is lower than the England

Indian	1.0%	1.3%	2.8%	2.8%
Pakistani	0.8%	1.0%	4.3%	3.9%
White and Asian	2.0%	1.0%	1.3%	1.0%
Chinese	1.2%	0.5%	0.4%	0.4%
Any Other Black background	2.0%	2.0%	0.7%	0.6%
Any Other Asian Background	1.6%	1.0%	1.8%	1.6%
Any Other ethnic group	6.5%	6.9%	1.8%	1.5%
Any Other Mixed Background	3.9%	4.8%	2.0%	1.6%
Unclassified	1.2%	2.6%	0.7%	1.3%

average. There is not any major variation of ethnic groups between Haringey's primary and secondary school indicating the school population is indicative of the borough population.

Religion or belief	Religion or belief is not covered by the PLASC school census. The best alternative proxy is Census 2011 data on religion by age. Data on the age groups 0-4 and 5-7 have been combined to provide an approximation of the likely religious or belief profile of Reception aged children.		
	The notional number is based upon the known sample size of Reception aged pupils in Haringey (3,240) multiplied through the distribution of religion or belief from the 2011 Census. It is a synthetic estimate.		
		Percentage (%)	<i>Notional Number</i>
	Christian	39.7%	1,288

No religion	20.9%	676
Religion not stated	12.3%	397
Muslim	19.3%	625
Jewish	5.6%	183
Hindu	1.0%	32
Buddhist	0.8%	25
Sikh	0.3%	9
Other religion	0.2%	6
Total	100%	3,240

Identification of schools/areas likely to be affected by this policy

Preferences per space available (First preferences)

PA	PAN	School	2011	2012	2013	2014	2015
1	90	<i>Rhodes Avenue Primary School</i>	1.22	1.47	1.38	1.49	1.63
1	30	<i>Eden Primary</i>	0.00	1.03	1.80	1.27	1.40
1	90	<i>Coldfall Primary School</i>	1.32	1.22	1.01	1.30	1.29
1	60	Bounds Green School	0.90	1.15	0.95	0.95	1.22
1	60	<i>Muswell Hill Primary</i>	1.28	1.40	1.12	1.53	1.20

Although the proposed change in sibling criteria policy will cover all community and VC primary schools in Haringey it is only those schools where places are over-subscribed that the policy will come into effect. Although the number of school applications per school change from year to year it is helpful to clarify where in the borough our over-subscribed schools tend to be located.

The table highlights those schools (in **bold** and *italics*) that have had more first place

1	30	St James' CofE Primary School	0.93	1.00	1.27	1.70	1.17	preferences than places in each of the last five years. The majority of these schools are in Planning Areas ² 1 and 2.
1	60	Tetherdown Primary School	1.68	1.65	1.58	1.12	1.00	
1	30	St Martin of Porres RC Primary School	1.07	1.60	1.30	1.47	1.00	
1	60	Our Lady of Muswell RC	0.68	0.80	0.83	0.53	0.55	
2	120	Coleridge Primary School	1.68	1.52	1.49	1.67	1.72	
2	30	Weston Park Primary School	1.67	1.63	1.53	1.90	1.57	
2	30	St Aidan's Voluntary Controlled School	1.93	1.80	1.30	1.97	1.33	
2	60	St Michael's CofE VA School (N6)	1.55	1.37	1.48	1.28	1.17	
PA	PAN	School	2011	2012	2013	2014	2015	
2	60	St Peter-in-Chains RC Infant School	0.90	0.97	0.77	0.97	1.10	
2	90	Rokesly Infant School	0.86	0.84	0.66	0.78	1.01	
2	60	St Mary's CofE Infant School	1.03	1.02	0.83	0.85	0.90	
2	60	Campsbourne Infant School	0.72	0.78	0.97	0.90	0.82	
2	56	Highgate Primary School	0.71	0.68	0.68	0.64	0.73	
2	60	Stroud Green Primary School	0.50	0.57	0.40	0.65	0.70	
3	60	Chestnuts Primary School	1.70	1.17	1.27	1.28	1.20	
3	30	St John Vianney RC Primary School	1.63	1.40	1.57	1.50	1.13	

² The borough is divided into five planning areas for the purposes of planning for school places. Further details on planning areas can be found at www.haringey.gov/schoolplaceplanning

3	60	South Harringay Infant School	1.07	1.30	1.07	1.37	1.10		
3	30	St Ann's CofE Primary School	0.70	0.73	1.10	0.73	1.07		
3	60	St Mary's RC Infant School	0.85	1.02	1.10	0.90	1.02		
3	30	Stamford Hill Primary School	0.77	0.80	0.63	0.63	0.80		
3	30	West Green Primary School	0.73	0.77	0.57	0.63	0.73		
3	60	Crowland Primary School	0.57	0.65	0.42	0.53	0.72		
3	60	Seven Sisters Primary School	0.77	0.67	0.85	0.65	0.58		
3	60	St Ignatius RC Primary School	0.72	0.75	0.88	0.25	0.57		
3	60	Tiverton Primary School	0.62	0.78	0.88	0.77	0.47		
4	60	Lea Valley Primary School	1.37	1.52	1.65	1.47	1.13		
4	60	Earlsmead Primary School	0.95	1.10	0.77	1.27	1.05		
4	58	Lancasterian Primary School	1.02	1.34	1.09	1.05	0.97		
4	30	Holy Trinity CE Primary School	0.83	0.97	0.73	0.80	0.90		
4	60	Devonshire Hill Primary School	0.62	0.90	0.82	0.82	0.87		
4	90	St Francis de Sales RC Infant School	1.09	1.12	1.04	1.01	0.84		
4	30	Ferry Lane Primary School	0.77	1.07	0.87	0.87	0.83		
4	90	Risley Avenue Primary School	0.57	0.72	0.56	0.90	0.80		
4	90	Mulberry Primary School	0.78	0.96	0.86	0.77	0.80		

PA	PAN	School	2011	2012	2013	2014	2015
4	90	Welbourne Primary School	0.74	0.61	0.74	0.76	0.76
4	60	Bruce Grove Primary School	0.97	0.88	0.67	0.77	0.68
4	60	St Paul's & All Hallows CofE Infant	1.05	0.92	0.63	0.68	0.67
4	60	Harris Primary Aca. Coleraine Park	0.37	0.38	0.48	0.47	0.42
4	60	Harris AcademyTottenham	0.00	0.00	0.00	0.02	0.15
4	60	Brook House Primary School	0.00	0.00	0.15	0.17	0.10
5	56	Belmont Infant School	1.46	1.91	1.57	1.63	1.82
5	30	St Paul's RC Primary School	0.67	1.13	1.17	1.40	1.47
5	60	North Harringay Primary School	0.83	1.08	0.93	1.07	1.05
5	60	The Willow	0.73	0.92	1.12	1.28	0.93
5	90	Lordship Lane Primary School	0.67	0.51	0.91	0.87	0.91
5	60	Noel Park Primary School	0.87	0.90	1.05	0.83	0.88
5	60	Alexandra Primary School	0.62	0.70	0.50	0.57	0.87
5	60	Harris Primary Academy Philip Lane	0.87	0.80	0.78	0.88	0.85
5	30	St Michael's CE Primary (N22)	0.50	0.83	0.67	0.70	0.80
5	60	Earlham Primary School	0.62	0.78	0.53	0.67	0.52
5	60	Trinity Primary Academy School	0.47	0.48	0.52	0.40	0.45

**Stage 5a – Considering the above information, what impact will this proposal have on the following groups in terms of impact on residents and service delivery:
Positive and negative impacts identified will need to form part of your action plan.**

	Positive	Negative	Details	None – why?
Sex				
Gender Reassignment				
Age	<p>Policy will impact on children approaching Reception-age (4 years old).</p> <p>Could result in some children without older siblings getting a place at a local school due to more places being available.</p>	<p>Policy will impact on children approaching Reception-age (4 years old).</p> <p>Could result in some children of this age not getting a place at the same school as a sibling but other children living closer to the school gaining a place.</p>		
Disability				<p>No impact – exceptional social or medical criteria would still apply meaning children with a disability would be considered outside of the proposed policy.</p> <p>Disabled children and those without an Education Health and Care Plan or statement of special educational needs are also covered by the Fair Access Protocol. The Fair Access Protocol ensures that a school place will be found quickly for such who require a place outside of the normal</p>

				admission round.
Race & Ethnicity		<p>One group potentially disadvantaged by the policy are those in private rented sector housing who may have limited stability of tenure – a high proportion of private rented sector tenants are BME.</p> <p>If families are forced to move due to tenancy ending, they may have to send younger children to a different school as a result of moving away from the school that older children attend.</p>		
Sexual Orientation				
Religion or Belief (or No Belief)				<p>No impact – proposed policy would impact children of all faiths equally.</p> <p>Faith schools set own admissions criteria.</p>
Pregnancy & Maternity				
Marriage and Civil Partnership (note this only applies in relation to eliminating unlawful discrimination (limb 1))				

Stage 6 - Initial Impact analysis	Actions to mitigate, advance equality or fill gaps in information
	<p>Actions to mitigate the potential negative impacts of this criterion change will be developed after analysing the results of the consultation survey.</p> <p>Results from the consultation will be used to help gauge the impact of the proposed changes on particular groups and also develop mitigating actions/measures. There may be potential to allow for exceptions to the sibling criteria if it is felt that the policy unfairly discriminates a particular group or protected characteristic.</p> <p>We will consult with all parents likely to be affected by any criterion change in those parts of the borough where over-subscribed schools are found (see section 4 above for a list of these schools).</p>

Stage 7 - Consultation and follow up data from actions set above	
Data Source (include link where published)	What does this data include?
<p>Where changes are proposed to admission arrangements, the admission authority must first publicly consult on those arrangements. Consultation must be for a minimum of 6 weeks and must take place between 1 October and 31 January in the year before those arrangements are to apply.</p> <p>This consultation period allows parents, other schools, religious authorities and the local community to raise any concerns about proposed admission arrangements.</p> <p>Admission authorities must consult with:</p> <ul style="list-style-type: none"> 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 	

arrangements;

- 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.

To ensure as wide a consultation as possible we intend to provide details of the proposed admission arrangements in the following ways:

- through the Schools Bulletin which is distributed to the head teacher and chair of governors of every school in the borough
- to all children's centres in the borough
- to all registered nurseries and child minders and any other early years providers
- on the Council's online primary and secondary admissions page
- via information in all libraries across the borough
- to all councillors
- to both MPs with constituencies in Haringey
- to the diocesan authorities
- to all residents' groups that the Council hold information for
- to all women's groups that the Council hold information for
- other groups, bodies, parents and carers as appropriate

This report will ask for approval from the Cabinet Lead member to consult on our proposed admission arrangements, including the proposed change to the primary sibling oversubscription criterion, such consultation to take place between 6 November 2015 and 18 December 2015 inclusive.

Stage 8 - Final impact analysis

Stage 9 - Equality Impact Assessment Review Log

Review approved by Director / Assistant Director

Date of review

Review approved by Director / Assistant Director

Date of review

Stage 10 – Publication

Ensure the completed EqIA is published in accordance with the Council’s policy.

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