

Notice of meeting of

Decision Session - Executive Member for Children & Young People's Services

To: Councillors Runciman (Executive Member)

Date: Tuesday, 12 April 2011

Time: 4.00 pm

Venue: The Guildhall, York

AGENDA

Notice to Members - Calling In:

Members are reminded that, should they wish to call in any item on this agenda, notice must be given to Democracy Support Group by:

10:00 am on Monday 11 April 2011, if an item is called in *before* a decision is taken, *or*

4:00 pm on Thursday 14 April 2011, if an item is called in *after* a decision has been taken.

Items called in will be considered by the Scrutiny Management Committee.

Any written representation in respect of the items on the agenda should be submitted to Democratic Services by **5.00pm on Friday 8 April 2011**.

1. **Declarations of Interest**

At this point Members are asked to declare any personal or prejudicial interests they may have in the business on the agenda.

- 2. Minutes** (Pages 3 - 6)
To approve and sign the minutes of the Decision Session of the Executive Member for Children and Young People's Services held on 8 March 2011.

- 3. Public Participation**
At this point in the meeting, members of the public who have registered their wish to speak at the meeting can do so. The deadline for registering is **5.00pm on Monday 11 April 2011**.

Members of the public may register to speak on:-

- An item on the agenda
- An issue within the Executive Member's remit
- An item that has been published on the Information Log since the last Decision Session.

- 4. Term Dates 2012-13** (Pages 7 - 12)
This report:

- Requests that term dates and holidays for the school year, 2012/2013 be formally approved.
- Reports on action taken by the LA to align the dates with those of neighbouring authorities.

- 5. Proposed Admission Arrangements for Primary and Secondary Schools in York for September 2012**
(Pages 13 - 54)

This report seeks approval of the City of York coordinated schemes and admissions policies for both primary and secondary schools for the 2012/13 academic year and approval of the proposed individual school maximum admission limits for the academic year beginning in September 2012.

- 6. Capital Programme 2010/11 and 2011/12** (Pages 55 - 60)
This item is a key decision but was not included on the Forward Plan. An urgency notice has been published. The item has been included on this agenda as a decision needs to be taken in April to allow contracts to be awarded to enable work to begin during the school holidays.

7. Urgent Business

Any other business which the Executive Member considers urgent under the Local Government Act 1972.

Information Log

No items have been published on the Information Log since the last Decision Session.

Democracy Officer:

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Contact Details:

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For more information about any of the following please contact the Democracy Officer responsible for servicing this meeting:

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports

Contact details are set out above.

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- ensure that what you want to say speak relates to an item of business on the agenda or an issue which the committee has power to consider (speak to the Democracy Officer for advice on this);
- find out about the rules for public speaking from the Democracy Officer.

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Further information about what's being discussed at this meeting

All the reports which Members will be considering are available for viewing online on the Council's website. Alternatively, copies of individual reports or the full agenda are available from Democratic Services. Contact the Democracy Officer whose name and contact details are given on the agenda for the meeting. **Please note a small charge may be made for full copies of the agenda requested to cover administration costs.**

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If you have any further access requirements such as parking close-by or a sign language interpreter then please let us know. Contact the Democracy Officer whose name and contact details are given on the order of business for the meeting.

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Holding the Executive to Account

The majority of councillors are not appointed to the Executive (40 out of 47). Any 3 non-Executive councillors can 'call-in' an item of business from a published Executive (or Executive Member Decision Session) agenda. The Executive will still discuss the 'called in' business on the published date and will set out its views for consideration by a specially convened Scrutiny Management Committee (SMC). That SMC meeting will then make its recommendations to the next scheduled Executive meeting in the following week, where a final decision on the 'called-in' business will be made.

Scrutiny Committees

The purpose of all scrutiny and ad-hoc scrutiny committees appointed by the Council is to:

- Monitor the performance and effectiveness of services;
- Review existing policies and assist in the development of new ones, as necessary; and
- Monitor best value continuous service improvement plans

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City of York Council

Committee Minutes

MEETING	DECISION SESSION - EXECUTIVE MEMBER FOR CHILDREN & YOUNG PEOPLE'S SERVICES
DATE	8 MARCH 2011
PRESENT	COUNCILLOR RUNCIMAN (EXECUTIVE MEMBER)

40. DECLARATIONS OF INTEREST

The Executive Member was invited to declare at this point in the meeting any personal or prejudicial interests she might have in the business on the agenda. None were declared.

41. MINUTES

RESOLVED: That the minutes of the Decision Session held on 1 February 2011 be approved and signed by the Executive Member as a correct record.

42. PUBLIC PARTICIPATION

It was reported that there were no registrations to speak under the council's Public Participation Scheme.

43. APPOINTMENT OF AUTHORITY SCHOOL GOVERNORS

The Executive Member received a report that provided information about the current position with regard to vacancies for Authority (formerly known as Local Authority) seats on governing bodies, listed current nominations for those vacancies, as detailed in Annex 1 of the report, and requested the appointment, or re-appointment, of the listed nominees.

The Executive Member was pleased to note that the number of Authority governor vacancies had fallen and that there were several Authority appointments currently being progressed. The Executive Member paid tribute to the work that the Governor Support and Development Team carried out to provide a comprehensive training programme to governors, including on-line training.

It was noted that a report on the Education White Paper was due to be presented at the Executive Member Decision Session in June. This paper would include the implications for school governance.

RESOLVED: That the appointment and re-appointment of Authority Governors, as proposed in Annex 1 of the report, be approved.

REASON: To ensure that Authority places on school governing bodies continue to be effectively filled.

44. YORK YOUTH COMMUNITY ACTION PILOT FOR 14-16 YEAR OLDS

The Executive Member received a report that gave details of the outcomes, impact and lessons learned from the Government funded York Youth Community Action Programme.

Officers gave details of what had been delivered during the ten-month programme period January – October 2010. The Executive Member was delighted to note that 3547 14-16 year olds (75% of the total cohort) had completed 26,927 hours of new community action and volunteering activity across a number of disciplines. Details were given of the forms that the volunteering had taken and of the outcomes, impact and benefits that the programme had brought. Examples were given of some of success stories for individuals and families.

The Executive Member's views were sought on Annex A of the report, which detailed recommendations that had been made to ensure that the legacy of the programme was sustained.

The Executive Member stated that the Youth Community Action Programme had been hugely beneficial and she paid tribute to those involved in organising the programme and to the young people who had participated. She stated that she was delighted that there was a commitment by organisations such as York CVS and York Cares to continue to develop opportunities for young people to take part in volunteering.

- RESOLVED: (i) That the outcome and impact of the Youth Community Action Programme be noted.
- (ii) That the importance of youth community action and volunteering be endorsed.
- (iii) That the recommendations detailed in Annex A of the report be approved to ensure that the legacy of the programme is sustained.

REASON: Youth volunteering and community action offers a great opportunity for CYC to continue to foster relations between voluntary groups and schools to provide the city's 14-16 year olds with a range of opportunities that would otherwise have been unavailable to them and for young people to achieve demonstrable outcomes for the benefit of communities, other individuals and the environment.

45. TRANSITIONAL SUPPORT FOR EARLY INTERVENTION WORK IN THE VOLUNTARY SECTOR

The Executive Member received a report that set out proposed transitional arrangements for early intervention work in the voluntary sector to enable the development of its capacity to respond to new commissioning approaches.

The Executive Member gave consideration to the options for allocating the £93,750 that was available, as detailed in paragraphs 10 and 11 of the report.

At the request of the Executive Member, officers detailed the organisations that it was proposed would be allocated funding. It was agreed that Annex A of the report would be republished on-line to include the names of the organisations to which the funding would be allocated, as well as the purpose for which the funding was to be used.

Officers confirmed that Equality Impact Assessments had been carried out to assess the impact on vulnerable groups.

The Executive Member sought confirmation that appropriate monitoring arrangements were in place to ensure that the outcomes were in line with the Authority's expectations. Officers confirmed that this was the case.

The Executive Member requested that the Equalities Advisory Group be made aware of the reports and of the decisions that had been taken in respect of this item and the item on the York Youth Community Action Pilot.

RESOLVED: That the allocations set out in Annex A of the report be approved.

REASON: To maintain the key elements of the early intervention programme, providing transitional stability for the voluntary sector while new commissioning arrangements for the longer term are devised.

46. 2011/12 CONTRACT FOR ADULT AND COMMUNITY EDUCATION

The Executive Member received a report that summarised the key policy and funding changes for the Adult and Community Education Service for 2011/12. The Executive Member was asked to approve priorities for the service and measures to ensure that the service was able to operate effectively within the available funding.

Officers drew attention to the implications of the reduction in concessionary funding for people on means tested benefits. They also informed the Executive Member that proposed changes to funding and eligibility for ESOL programmes would mean that only those learners on employment related benefits would be eligible for reduced fees. Efforts were being made to mitigate the impact. The Executive Member expressed her regret

regarding the proposed changes to funding and eligibility for ESOL and stated that she hoped that the challenges that were being made at a national level would have an impact.

Referring to the full cost programme, the Executive Member stated that she was encouraged by the take-up of the courses on offer and congratulated officers on the comprehensive programme, and on the ways in which the opportunities were promoted.

- RESOLVED: (i) That the service priorities, as set out in paragraph 9 of the report, be approved.
- (ii) That the measures to address the budget, as set out in paragraph 10 and 12, be approved.
- (iii) That the development of a full cost programme, as set out in paragraph 13 of the report, be approved.

REASON: To provide a strategic steer and ensure a viable Adult and Community Education Service for 2011/12.

Councillor C Runciman – Executive Member
[The meeting started at 4.00 pm and finished at 4.40 pm].



Meeting of Executive Member Decision Session**12 April 2011**

Report of the Director of Adults, Children and Education

School Term Dates and Holidays 2012/2013**Summary**

1. This report:
 - Requests that term dates and holidays for the school year, 2012/2013 be formally approved.
 - reports on action taken by the LA to align the dates with those of neighbouring authorities

Background

2. The responsibility for setting the school term and holidays dates rests with the local authority for all community and voluntary controlled schools. Voluntary Aided schools and Academies have the discretion to set their own term dates, but do not usually depart significantly from the pattern established for other schools in the authority.
3. It is a statutory requirement that schools are open for 190 days in the year. Teachers are required to work for a further 5 professional development days. Under current arrangements, the term dates and holidays decided by the LA allow for the full 195 days. Individual schools are free to decide on the timing of the 5 Professional Development Days which are usually added to the beginning and end of terms.
4. Work continues to ensure greater consistency over term dates and the Regional Group of Local Authorities have met in attempt to ensure some consistency across the northern region.

Consultation

5. The Authority is required to consult with the professional associations and has also chosen to discuss the term and holiday dates with all schools.
6. During the Autumn Term 2010, the LA undertook consultations with both primary and secondary headteachers and the Joint Consultative Group on options for school terms and holidays in 2012/13 based on the regional discussions. All those consulted were happy with the proposed dates set out in Annex 1.

7. Officers from the regional Local Authorities have continued to meet on a regular basis to as far as possible agree consistent term dates. City of York proposed dates are the same as those proposed dates for both North Yorkshire and East Riding of Yorkshire for 2012/13, although these are yet to be formally agreed.

Analysis

8. The setting of term dates is a process which generates considerable interest and not always consistent views. The principles established on a regional basis are worthy but not always easy to apply in practice. All recognise the potential benefits and applaud the efforts to seek a more consistent regional picture as well as attempts to plan dates on a more than single year basis.

Corporate Priorities

9. It is a statutory duty of the authority to set term and holiday dates. One key aspect of setting dates must be to support the teaching and learning experience and therefore decisions in this paper do relate to the corporate priorities of:
- improving the life chances of the most disadvantaged and disaffected children, young people and their families in the city
 - Increase people's skills and knowledge to improve future employment prospects

Implications

10. There are no Financial, HR, Equality, Crime and Disorder Property or IT implications of this paper.

Legal

11. Under s.21 of the Education (No.2) Act 1986, as amended by s.115 of The Education Reform Act 1988, it is the duty (stated in the school's articles of government) of the LA, in the case of a county or controlled school, or governing body of an aided or special agreement school, to determine the dates when schools terms and holidays are to begin and end.

Risk Management

12. The responsibility to set term and holiday dates does not represent a major risk for the authority.

Recommendation

The Executive Member is recommended to approve the pattern of school terms and holidays for 2012/13 as proposed in Annex 1

Reason: To provide clarity for parents, schools and pupils on term dates in City of York.

Contact Details

Author:

Mark Ellis
Head of Access & Community Transport
01904 554246

Chief Officer Responsible for the report:

Peter Dwyer
Director of Adults, Children and Education

Report Approved

Date 30 March 2011

Specialist Implications Officer(s) *None*

Wards Affected: *List wards or tick box to indicate all*

All

For further information please contact the author of the report

Annex

Annex 1 – Proposed term dates for 2012/13

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School Term and Holiday Dates

2012/2013 Academic Year

	AUGUST 2012	SEPTEMBER 2012	OCTOBER 2012	NOVEMBER 2012	DECEMBER 2012	JANUARY 2013
Monday	6 13 20 27	3 10 17 24	1 8 15 22 29	5 12 19 26	3 10 17 24 31	7 14 21 28
Tuesday	7 14 21 28	4 11 18 25	2 9 16 23 30	6 13 20 27	4 11 18 25	1 8 15 22 29
Wednesday	1 8 15 22 29	5 12 19 26	3 10 17 24 31	7 14 21 28	5 12 19 26	2 9 16 23 30
Thursday	2 9 16 23 30	6 13 20 27	4 11 18 25	1 8 15 22 29	6 13 20 27	3 10 17 24 31
Friday	3 10 17 24 31	7 14 21 28	5 12 19 26	2 9 16 23 30	7 14 21 28	4 11 18 25
Saturday	4 11 18 25	1 8 15 22 29	6 13 20 27	3 10 17 24	1 8 15 22 29	5 12 19 26
Sunday	5 12 19 26	2 9 16 23 30	7 14 21 28	4 11 18 25	2 9 16 23 30	6 13 20 27

	FEBRUARY 2013	MARCH 2013	APRIL 2013	MAY 2013	JUNE 2013	JULY 2013
Monday	4 11 18 25	4 11 18 25	1 8 15 22 29	6 13 20 27	3 10 17 24	1 8 15 22 29
Tuesday	5 12 19 26	5 12 19 26	2 9 16 23 30	7 14 21 28	4 11 18 25	2 9 16 23 30
Wednesday	6 13 20 27	6 13 20 27	3 10 17 24	1 8 15 22 29	5 12 19 26	3 10 17 24 31
Thursday	7 14 21 28	7 14 21 28	4 11 18 25	2 9 16 23 30	6 13 20 27	4 11 18 25
Friday	1 8 15 22	1 8 15 22 29	5 12 19 26	3 10 17 24 31	7 14 21 28	5 12 19 26
Saturday	2 9 16 23	2 9 16 23 30	6 13 20 27	4 11 18 25	1 8 15 22 29	6 13 20 27
Sunday	3 10 17 24	3 10 17 24 31	7 14 21 28	5 12 19 26	2 9 16 23 30	7 14 21 28

- Bank Holiday
- School Holiday

This pattern of dates leaves 195 days when teachers are available for work. However, schools will also be closed to pupils for School Training/Professional Development Days. Each school determines when these training days will take place and individual schools should be contacted to ascertain when pupils will not attend.

For all queries please email education@york.gov.uk

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Executive Member Decision Session

12 April 2011

Report of the Director of Adults, Children and Education

Coordinated admissions arrangements and admission limits for Primary and Secondary Schools in York from September 2012

Summary

1. To seek the approval of the City of York coordinated schemes and admissions policies for both primary and secondary schools for the 2012/13 academic year.
2. To seek the approval of the proposed individual school maximum admission limits for the academic year beginning in September 2012.

Background

3. It is the duty of the admissions authority to carry out a consultation each year on admission limits and arrangements. In the case of maintained schools, the admission authority is the local authority (LA), whilst in voluntary aided schools it is the governing body of the school in question.
4. In their role as admissions authorities, LAs must also consult other LAs with whom they share a border. For City of York LA, these are East Riding of Yorkshire Council and North Yorkshire County Council.
5. Admission limits are important because they relate to the maximum number of children who are able to enter schools (reception in primary and infant schools, Year 3 in junior schools, and Years 7 and 12 in secondary schools).

Options

6. The recommendations in this report have been prepared following consultation with the Local Admissions Forum, which has debated each proposed change in admission limit and considered the admission arrangements brought forward by the Authority. The Executive Member can modify the recommendations of the Forum.

Consultation

7. The School Admissions Code of Practice requires that consultation takes place and final determination of admission limits and arrangements and should be made by **15 April 2011** for the academic year beginning in September 2012.

Analysis

8. The authority has consulted with relevant admissions authorities on the proposed admissions arrangements for the 2012/13 academic year. The consultation ran from 7 January 2011 until 4 March 2011. The City of York's proposed coordinated schemes and admissions policies for primary and secondary schools are set out in Annexes C – F. Policies for voluntary aided schools are contained in Annexes G – I.
9. The coordinated schemes are applicable to all maintained schools in York including community, voluntary controlled and voluntary aided schools. The City of York admissions policy is applicable to all schools for which the local authority is the admissions authority; this includes all community and voluntary controlled schools. Voluntary aided schools operate their own admissions policies and these have also formed part of the consultation.
10. The Local Admissions Forum met on 10 March after the consultation period to consider the admissions arrangements for all York schools. No significant feedback to these arrangements had been received by the authority from those consulted with.
11. The list proposed changes to school admission limits is shown in Annex A. The Local Authority did not propose any changes to admission limits, but received two requests to increase admission limit from Rufforth Primary (Reception) and Joseph Rowntree (post 16), respectively.
12. A detailed discussion of the technical arguments for and against each requested admission limit change can be found in Annex B. The Local Admissions Forum has debated the issues presented in the Annex and recommends:
 - a) Rejecting the requested increase in admission limit at Rufforth Primary School due to uncertainty surrounding funding and lack of direct catchment demand.
 - b) Supporting the proposed increase in Y12 admission limit at Joseph Rowntree School to bring the limit more in line with physical capacity and other post-16 providers in the city.

Corporate Priorities

13. The setting of admission limits forms an integral part of the local authority's effective planning of school places. This helps the authority achieve its priority to "Increase people's skills and knowledge to improve future employment prospects".

Implications

Financial

14. There are no direct financial implications for schools or the Local Authority resulting from determination of admission limits for September 2012.

Legal

15. Section 142 of the Schools Standards and Framework Act (SSFA) 1998 requires schools to have an admission limit for each 'relevant age group.
16. The Education (Determination of Admission Arrangements) Regulations 1999 (SI 1999/126) as amended by SI 2002/2896 and SI 2007/194, states that admissions authorities must have regard to the capacity assessment of the school when setting admission limits.
17. Section 1 of the SSFA 1998 requires that any admission number set must be compatible with the duty to comply with the infant class size limit.
18. Sections 89 and 89A of the SSFA 1998 state that the admission authorities for schools with a sixth form must consult on and determine the arrangements they propose to use to allocate places in Year 12 at the same time as other admission arrangements.
19. Section 89(2) of the SSFA 1998 requires that admissions authorities are required to complete consultation on admission arrangements by 1 March, and determine their arrangements by 15 April in each calendar year for the following school year. These dates are prescribed in The Education (Determination of Admission Arrangements) Regulations 1999 (SI 1999/126) as amended by SI 2002/ 2896 and SI 2007/194.

Other

20. There are no issues relating to crime and disorder, Information Technology, Property, Human Resources or Equalities.

Risk Management

21. No direct implications.

Recommendations

22. The Executive Member for Children's Services is recommended to approve the City of York coordinated schemes and admissions policies for both primary and secondary schools for the 2012/13 academic year, as set out in Annexes C - I.
23. The Executive Member for Children's Services is recommended to approve proposed individual school maximum admission limits for the academic year beginning in September 2012, as set out in Annexes A and B.

Reason: To meet the statutory requirements of the School Admissions Code of Practice.

Contact Details

Author:

Jake Wood
Policy Support Officer
Adults, Children and Education
01904 554171

Chief Officer Responsible for the report:

Pete Dwyer
Director of Adults, Children and Education

**Report
Approved**



Date

30 March 2011

Specialist Implications Officer(s)

None

Wards Affected:

All



For further information please contact the author of the report

Annexes

- Annex A – list of proposed admission limits
- Annex B – Technical discussion
- Annex C – Coordinated admissions scheme for secondary schools in the area of City of York Local Authority for the 2012/13 academic year
- Annex D – Coordinated admissions scheme for primary schools for September 2012 and January 2013 entry in the area of City of York Local Authority
- Annex E – 2012/2013 admissions policy for City of York Council community and voluntary controlled primary schools
- Annex F – 2012/2013 admissions policy for City of York Council community and voluntary controlled secondary schools
- Annex G – All Saints RC VA Admissions Policy (2012/13)
- Annex H – Archbishop Holgate’s CE VA Admissions Policy (2012/13)
- Annex I – Manor CE VA Admissions Policy (2012/13)

Annex A – List of Proposed Admission Limits (12/13)**Table 1: List of Proposed Reception Admission Limits**

School	Reception	
	Current (Sept 11)	Proposed (Sept 12)
Acomb Primary	30	30
Archbishop of York's CE Junior	60	60
Badger Hill Primary	30	30
Bishopthorpe Infant	60	60
Burton Green Primary	30	30
Carr Infant	70	70
Carr Junior	70	70
Clifton Green Primary	50	50
Clifton Without Junior	-	-
Copmanthorpe Primary	60	60
Derwent Infant	40	40
Derwent Junior	40	40
Dringhouses Primary	45	45
Dunnington CE Primary	30	30
Elvington CE Primary	20	20
English Martyrs' RC Primary	-	-
Fishergate Primary	30	30
Haxby Road Primary	30	30
Headlands Primary	45	45
Hempland Primary	60	60
Heworth CE Primary	20	20
Hob Moor Primary	45	45
Huntington Primary	60	60
Knavesmire Primary	30	30
Lakeside Primary	60	60
Lord Deramore's Primary	30	30
Naburn CE Primary	12	12
New Earswick Primary	30	30
Osbaldwick Primary	30	30
Our Lady's RC Primary	-	-
Park Grove Primary	38	38
Poppleton Ousebank Primary	60	60
Poppleton Road Primary	60	60
Ralph Butterfield Primary	50	50
Rawcliffe Infant	-	-
Robert Wilkinson Primary	75	75
Rufforth Primary	10	10
Scarcroft Primary	45	45
Skelton Primary	20	20
St Aelred's RC Primary	40	40
St Barnabas' CE Primary	20	20
St George's RC Primary	30	30
St Lawrence's CE Primary	30	30
St Mary's CE Primary	15	15
St Oswald's CE Primary	42	42
St Paul's CE Primary	25	25
St Wilfrid's RC Primary	40	40
Stockton on the Forest Primary	12	12
Tang Hall Primary	30	30

Annex A – List of Proposed Admission Limits (12/13)

School	Reception	
	Current (Sept 11)	Proposed (Sept 12)
Westfield Primary	90	90
Wheldrake CE Primary	30	30
Wigginton Primary	40	40
Woodthorpe Primary	70	70
Yearsley Grove Primary	60	60
Clifton with Rawcliffe Primary	90	90
Our Lady Queen of Martyrs Primary	60	60

Table 2: List of Proposed Year 7 and Year 12 Admission Limits

School	Year 7		Year 12	
	Current (Sept 11)	Proposed (Sept 12)	Current (Sept 11)	Proposed (Sept 12)
Huntington Secondary	239	239	30	30
Canon Lee	190	190		
Fulford Secondary	208	208	35	35
Burnholme Community College	120	120		
Millthorpe Secondary	204	204		
Archbishop Holgate's CE Secondary	162	162	40	40
Joseph Rowntree Secondary	220	220	25	40
Manor CE Secondary	180	180		
All Saints RC Secondary	178	178	35	35
York High	180	180		

Annexe B – Technical discussion**Technical discussion of individual proposals to change admission limits.**School: **Rufforth Primary School**Proposer: **School**Proposal: **Increase from 10 to 12.****Background**

1. The LA have refused a number of previous requests to increase the admission limit at this school, on the basis that
 - i. physical capacity is limited and the school would have difficulty meeting infant class size legislation.
 - ii. Numbers from within Rufforth catchment are low, so increase would pull catchment pupils away from of other schools, particularly Carr Infant school.

2. Rufforth Primary currently has 66 children on roll, which are split over four classes.

Table 1: Rufforth Primary - cohort sizes

Year group	pupils
R	9
1	11
2	12
KS1 tot	32
3	10
4	8
5	7
6	9
KS2 tot	34
TOTAL	66

Table 2: Rufforth Primary - Class organisation

Class	Pupils
R	9
Y1/Y2	23
Y3/Y4	18
Y5/Y6	16
total	66

Annexe B – Technical discussion

3. Intakes at the school have been at a healthy level for around five years. Sept 10 was the first time that the school did not attract preferences over the existing admission limit of ten. At time of writing, Rufforth has attracted eleven 1st preferences for Sept 11, eight of which are from within catchment. The remaining three pupils are resident in Carr, Poppleton Ousebank, and Woodthorpe catchments.
4. Governors are concerned that if numbers across Key Stage 1 fall below 30, the loss of infant class size funding will necessitate redundancies. This, in turn, would require running three large classes, making the school less attractive to families in future. Increasing the admission limit to 12 would provide more of a buffer against this eventuality in the event of in-year migration away from the school.
5. A review into admissions and school accommodation is currently being undertaken by the Government. Whilst the results of the review are yet to be made public, there are indications that the existing infant class size limit of 30 children in a KS 1 class may disappear. If this were to happen, the infant class size funding which is provided to schools by the Authority would likely be withdrawn, and a single large KS1 class would be financially unavoidable.
6. Rising demand for Reception places across the city has been particularly keenly felt at primary and infant schools in the South and West of the city. The impact has been that a number of schools which have traditionally had spaces available in Reception after place allocation are now being allocated numbers up to their admission limit. In September 2010 Carr Infant school was for the first time allocated its full compliment of 70 children. Early indications are that this will happen again in September 2011.
7. The school normally admit a small number of children 'in year'. This means that even though the school are allocated 10 children in Reception, if families move into the village after allocation point they will still be given a place at the school because of the distance to the next nearest school with places. The net effect of this is that cohorts generally increase in size by one or two children from number initially allocated a place in Reception.

OPTION 1: agree increase from 10 to 12.

8. There is no risk of physical overcrowding on the basis of intakes of 12. The school now has enough teaching space available to run three standard classes and a smaller FS class, if the part of the hall is used (as it is currently).
9. Against the backdrop of rising pupil numbers across the city, and particularly in the Leeman Road / Boroughbridge Road area, it is unlikely that an increase in admission limit will have practical implications at other local schools (including Carr Infant).
10. Smaller classes are seen as preferable in terms of educational outcomes. Agreeing to the requested increase in admission limit would, *prima facie*, lessen the risk to the school of having to operate one large combined KS1 class comprising Reception, Year 1 and Year 2 children, should KS1 numbers

Annexe B – Technical discussion

drop to 30 or below. However, removal of the infant class size limit following the Government's review could mean that the school are forced to run a single KS1 class as infant class size funding is withdrawn, regardless of admission limit. Under this scenario, approving an increase in admission limit could leave the school having to deal with a single large KS1 class of above 36 due to a lack of funding for an additional teacher.

OPTION 2: reject increase from 10 to 12

11. Increasing the admission limit will not prevent placement of children in the school by route of appeal if families move into the village 'in year'. The school have indicated that cohort sizes of 15, which could arise through in year migration into KS1 cohorts, would be difficult to accommodate in their smaller Reception class due to physical space limitations. Agreeing to an increase in admission limit could make it difficult for the school to teach their reception class effectively in the event of significant in year admissions.
12. It is the LA's policy not to increase admission limits unless demand can be demonstrated from within catchment. Current indications are that there is not likely to be demand for 12 places from within the Rufforth catchment area in the short to medium term. Agreeing to an increase would therefore set an unwanted precedent in this regard.
13. Whilst Carr Infant would be unlikely to experience a reduced intake as the result of an increase at Rufforth, it still remains the case that an impact, however negligible, would still be felt at other schools within the south and west of the city, such as Westfield or Woodthorpe primary schools.
14. Opposing the increased admission limit, and retaining the existing limit of 10, would mean that in the event of infant class size funding being withdrawn, the size of the KS1 class would be smaller than if the limit was set at 12. Smaller class sizes are seem as beneficial to schools in terms of educational outcomes.

Conclusion and Recommendations

15. If infant class size funding is withdrawn beyond 2012/13, as appears likely, an increased admission limit could leave the school having to operate a combined KS1 class of over 36 children.
16. In addition, it would be prudent not to set a precedent of increasing an admission limit on the basis of demand from out of catchment.
17. The Executive Member is therefore recommended to reject the school's proposal to increase their admission limit from 10 to 12.

View of Local Admissions Forum

The Local Admissions Forum recommend rejecting this proposal, for the reasons outlined above.

Annexe B – Technical discussion

School: **Joseph Rowntree School**

Proposer: **School**

Proposal: **Increase Year 12 admission limit from 25 to 40**

Background

18. Schools offering post-16 education must set an admission limit for those entering the school in Year 12. The limit does not apply to children transferring into Year 12 from the school's own Year 11 cohort.
19. The Year 12 admission limits for September 2011 admissions, for all schools offering post-16 provision is shown in table 3, below.

Table 3: current 6th form admission limits

	Y12 limit (Sept 11)
Huntington	30
Joseph Rowntree	25
Archbishop Holgate's	40
Fulford	35

20. Joseph Rowntree school moved into a brand new building in time for the 10/11 academic year.
21. Governors have requested the increase in their Year 12 admission limit because:
 - a. The school now have the physical capacity to accommodate higher numbers.
 - b. A higher number would bring more parity with other school 6th form limits (above).
22. The LA are in agreement with the proposed increase on both counts. A higher Year 12 admission limit would match the arrangements in place following the new build, and would not negatively impact admissions into other 6th forms within the city.

Views of Local Admissions Forum

23. The Local Admissions Forum recommend accepting this proposal, for the reasons outlined above.

Annex C - Co-ordinated Admissions Scheme for Secondary Schools for September 2012 entry in the area of City of York Local Authority (LA)

Co-ordinated Admissions Scheme for Secondary Schools
for September 2012 entry in the area of
City of York Local Authority (LA)

The Scheme

1. There will be a standard form known as the Secondary Common Application Form.
2. The form will be used for the purpose of admitting pupils into the first year of secondary education.
3. The form must be used as a means of expressing one or more preferences by parent/carers resident in the City of York LA area wishing to express a preference for their child:
 - a. to be admitted to a school within the LA area (including Voluntary Aided Schools and Academies);
 - b. to be admitted to a school located in another LA's area (including Voluntary Aided Schools and Academies).
4. The form will –
 - a. invite parent/carers to express in rank order up to five preferences, including Voluntary Aided schools, Academies and schools outside the City of York area;
 - b. invite parent/carers to give their reasons for each preference;
 - c. explain that the parent will receive no more than one offer of a school place and that;
 - i. a place will be offered at the highest ranking nominated school for which they are eligible for a place and that;
 - ii. if a place cannot be offered at a nominated school, a place will be offered at an alternative school.

Annex C - Co-ordinated Admissions Scheme for Secondary Schools for September 2012 entry in the area of City of York Local Authority (LA)

5. The LA will make appropriate arrangements to ensure that the form is available on request and take all reasonable steps to ensure that every parent/carer resident in the LA area who has a child in the last year of primary education receives a copy of the form with written explanation.
6. All preferences expressed on the form are valid applications. Voluntary Aided Schools and Academies can require parent/carers who nominate their school to complete a supplementary form or provide additional information where this is required for the governing body to apply their oversubscription criteria to the applicant. The supplementary form, if required, must be returned to the school.

Where a Voluntary Aided School or Academy receives a supplementary form from a City of York resident it will not be regarded as a valid application unless the parent has completed the Common Application Form and the school is nominated on it.

7. The closing date for applications is **31 October 2011**. Completed forms must be returned to the LA including those parents who indicate a school outside the City of York area. Completed forms can be returned to the LA via a pupil's primary school.
8. The LA will act as a clearing house for the allocation of places by the relevant admission authorities in response to the Common Application Form. The LA will only make a decision with respect to the offer or refusal of a place in response to any preference expressed on the Common Application Form where –
 - a. it is acting in its separate capacity as an admission authority, or
 - b. an applicant is eligible for a place at more than one school, or
 - c. an applicant is not eligible for a place at any school that the parent has nominated
9. By **02 December 2011** where parent/carers have nominated a school outside the LA area, the LA will notify the relevant authority / authorities, including all relevant details and any supplementary form received by this date which schools require in order to apply their oversubscription criteria.

Annex C - Co-ordinated Admissions Scheme for Secondary Schools for September 2012 entry in the area of City of York Local Authority (LA)

10. By **18 January 2012** the admission authority for each school will consider all applications for their school, apply the schools oversubscription criteria (if appropriate) and provide the LA with a list of those applicants ranked according to the schools oversubscription criteria.
11. The LA will match the ranked list against the ranked lists of the other schools nominated and;
 - Where the child is eligible for a place at only one of the nominated schools, that school will be allocated to the child;
 - Where the child is eligible for a place at two or more of the nominated schools, they will be allocated a place at whichever of these schools is the highest ranked preference.

Where the child is not eligible for a place at any of the nominated schools, the child will be allocated a place at the nearest appropriate school with a vacancy.

12. By **10 February 2012** the LA will inform other LAs of places in City of York schools to be offered to their residents .
13. By **17 February 2012** the LA will inform all secondary schools of the pupils to be offered a place at their schools.
14. On **1 March 2012** all parent/carers will be notified by the LA of where their child has been offered a place and information about their statutory right of appeal if they have not been offered their first preference of school (including Voluntary Aided schools and Academies).
15. The closing date for applications is **31 October 2011**. The LA will accept late applications up to **31 December 2011** for parent/carers who have a good reason for submitting a late application, for example if the family have moved into the City of York area.

Annex C - Co-ordinated Admissions Scheme for Secondary Schools for September 2012 entry in the area of City of York Local Authority (LA)

Timetable of Co-ordinated Admissions Scheme for Secondary Schools for September 2012 entry in the area of City of York Local Authority (LA)

- | | |
|-------------------------|--|
| 31 October 2011 | Closing date for the Common Application Form. |
| 18 January 2012 | All City of York Voluntary Aided and Academy secondary schools provide LA with list of applicants indicating those pupils who they are able to offer a place to. |
| 18 February 2012 | LA confirms with all secondary schools a finalised list of pupils to be offered a place at each school. Having checked that all pupils have only been offered one school and that school is of the parent/carers highest preference. |
| 1 March 2012 | Notification sent to parent/carers by LA. |

Annex D - Co-ordinated Admissions Scheme for Primary Schools for September 2012 entry in the area of City of York Local Authority (LA)

Co-ordinated Admissions Scheme for Primary Schools
for September 2012 entry in the area of
City of York Local Authority (LA)

The Scheme

1. There will be a standard form known as the Primary Common Application Form.
2. The form will be used for the purpose of admitting pupils into the reception year of primary education.
3. The form must be used as a means of expressing one or more preferences by parent/carers resident in the City of York LA area wishing to express a preference for their child:
 - a. to be admitted to a school within the LA area (including Voluntary Aided Schools and Academies);
 - b. to be admitted to a school located in another LA's area (including Voluntary Aided Schools and Academies).
4. The form will –
 - a. invite parent/carers to express in rank order up to five preferences, including Voluntary Aided schools, Academies and schools outside the City of York area;
 - b. invite parent/carers to give their reasons for each preference;
 - c. explain that the parent will receive no more than one offer of a school place and that;
 - i. a place will be offered at the highest ranking nominated school for which they are eligible for a place and that;
 - ii. if a place cannot be offered at a nominated school, a place will be offered at an alternative school.

Annex D - Co-ordinated Admissions Scheme for Primary Schools for September 2012 entry in the area of City of York Local Authority (LA)

5. The LA will make appropriate arrangements to ensure that the form is available on request and take all reasonable steps to ensure that every parent/carer resident in the LA area who has a child who is due to commence reception year in primary education receives a copy of the form with written explanation.
6. All preferences expressed on the form are valid applications. Voluntary Aided Schools and Academies can require parent/carers who nominate their school to complete a supplementary form or provide additional information where this is required for the governing body to apply their oversubscription criteria to the applicant. The supplementary form, if required, must be returned to the school.

Where a Voluntary Aided School or Academy receives a supplementary form from a City of York resident it will not be regarded as a valid application unless the parent has completed the Common Application Form and the school is nominated on it.

7. The closing date for applications is **15 January 2012**. Completed forms must be returned to the LA including those parents who indicate a school outside the City of York area.
8. The LA will act as a clearing house for the allocation of places by the relevant admission authorities in response to the Common Application Form. The LA will only make a decision with respect to the offer or refusal of a place in response to any preference expressed on the Common Application Form where –
 - a. it is acting in its separate capacity as an admission authority, or
 - b. an applicant is eligible for a place at more than one school, or
 - c. an applicant is not eligible for a place at any school that the parent has nominated
9. By **17 February 2012** where parent/carers have nominated a school outside the LA area, the LA will notify the relevant authority / authorities, including all relevant details and any

Annex D - Co-ordinated Admissions Scheme for Primary Schools for September 2012 entry in the area of City of York Local Authority (LA)

supplementary form received by this date which schools require in order to apply their oversubscription criteria.

10. Up to and including the **28 February 2012** each school will be provided with regular updates by the LA as to how many applications they have received for admission to their school. Those schools who are their own admission authorities will by this date have considered all applications for their school, apply the schools oversubscription criteria (if appropriate) and provide the LA with a list of those applicants ranked according to the schools oversubscription criteria.
11. The LA will match the ranked list against the ranked lists of the other schools nominated and;
 - Where the child is eligible for a place at only one of the nominated schools, that school will be allocated to the child;
 - Where the child is eligible for a place at two or more of the nominated schools, they will be allocated a place at whichever of these schools is the highest ranked preference.

Where the child is not eligible for a place at any of the nominated schools, the child will be allocated a place at the nearest appropriate school with a vacancy.

12. By **19 March 2012** the LA will inform other LAs of places in City of York schools to be offered to their residents .
13. By **19 March 2012** the LA will inform all primary schools of the pupils to be offered a place at their schools.
14. On **1 April 2012** all parent/carers will be notified by the LA of where their child has been offered a place and information about their statutory right of appeal if they have not been offered their first preference of school (including Voluntary Aided schools and Academies).
15. The closing date for applications is **15 January 2012**. The LA will accept late applications up to **9 March 2012** for parent/carers who have a good reason for submitting a late application, for example if the family have moved into the City of York area.

Annex D - Co-ordinated Admissions Scheme for Primary Schools for September 2012 entry in the area of City of York Local Authority (LA)

Timetable of Co-ordinated Admissions Scheme for Primary Schools for September 2012 entry in the area of City of York Local Authority (LA)

- | | |
|-------------------------|--|
| 15 January 2012 | Closing date for the Common Application Form. |
| 28 February 2012 | All City of York Voluntary Aided primary schools and Academies provide LA with list of applicants indicating those pupils who they are able to offer a place to. |
| 19 March 2012 | LA confirms with all primary schools a finalised list of pupils to be offered a place at each school. Having checked that all pupils have only been offered one school and that school is of the parent/carers highest preference. |
| 1 April 2012 | Notification sent to parent/carers by LA. |

Annex E - Admissions Policy for City of York Council Community and Voluntary Controlled Primary Schools 2012/13

Admissions Policy for City of York Council Community and Voluntary Controlled Primary Schools 2012/13

1. The City of York Council policy for allocating primary school places is designed to be as fair as possible while ensuring that resources are used sensibly. Pupils will normally be admitted into the year group relevant to the pupils age.
2. Pupils will start full time in the school year they turn five. All pupils will be offered the opportunity of a full time place from September 2012.

The policy includes an option of 'deferred entry'. This means that parent/carers may secure a place at a school under the normal admission arrangements but choose to postpone their child's admission to the school until the term after a child turns five. Parent/carers will also be able to request a part-time place until the term after the child turns five. It is a legal requirement that all children must enter formal full time education the term after their fifth birthday.

3. Under the primary school admission arrangements the allocation of places is based on where the child/parent lives and the preferences of parent/carers.
4. Any school's resources, such as teachers and classrooms, have to be used carefully to ensure the best possible standards for education and a safe environment. If no limit were set on the number of pupils that can go to a school each year these standards could not be maintained. Some schools will be oversubscribed. If that is the case, priority is given to certain categories of pupil. The criteria set out in paragraph 5 will be used to prioritise all applicants who have applied for a place at a school.
5. **First priority: Pupils looked after by a local authority** – this applies to all pupils who are in the care of a local authority or are provided with accommodation by the authority (see section 22 of the Children Act 1989);

Annex E - Admissions Policy for City of York Council Community and Voluntary Controlled Primary Schools 2012/13

Second priority: Pupils who live within the catchment area normally served by the school – catchment areas are designated by the City of York Local Authority and are made available to parents via the annual Guide for Parents or from the Education Access Team;

Third priority: Pupils considered by the Local Authority to have exceptional social or medical needs which relate to the preferred school – the Local Authority may consult with other medical/educational professionals for a further opinion as to whether a pupil should be allocated a place to an individual school due to a particular medical condition or social need;

Fourth priority: Pupils with siblings at the school in September 2012 – siblings are defined as brothers or sisters living in the same house, as their primary place of residence, including half- and step-brothers or sisters;

Fifth priority: Pupils who live closest to the school using the nearest available safe walking route- distances are measured by a GIS mapping system from the child's home address to the entrance of the school. The Local Authority is constantly reviewing the nearest available safe walking routes, working closely with the Road Safety Team.

Important note: The admission of pupils with a statement of special educational needs is covered by different admission regulations. However, where a school is named in a pupil's statement of special educational needs, the LA and the school have a duty to admit the child and will therefore allocate a place at the named school.

The admission of pupils to a primary school is a completely separate process which is not related to nursery admissions. Attendance at a particular nursery class or early years provider does not give a pupil any priority within the admissions policy for admission to a primary school.

6. If a school is oversubscribed, a waiting list will be held from when allocations have been made on the **1 April 2012** until **21 December 2012** . A pupil's position on the list will be determined by the criteria set out in paragraph 5. Where there are less places than pupils in a oversubscription priority

Annex E - Admissions Policy for City of York Council Community and Voluntary Controlled Primary Schools 2012/13

as above, places will be allocated to the pupil(s) who also fulfil the next highest priority.

For example, for two pupils who are both catchment and thus the same (second) priority, the place would be allocated to the pupil who also fulfils the next highest priority, for example, who also has a sibling at the school (fourth priority) over a pupil living closer to the school (fifth priority).

In the unlikely case of identical distances under the fifth priority, the applications will be ordered randomly by the Authority's admissions software.

7. Applicants refused a place at a school have the right of appeal. Appeals are heard by an independent appeals panel. Applicants will only be able to appeal once for a place at a given school in any one school year, unless any significant new information is available which was not available at the original hearing.

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Annex F - Admissions Policy for City of York Council Community and Voluntary Controlled Secondary Schools 2012/13

Admissions Policy for City of York Council Community and Voluntary Controlled Secondary Schools 2012/13

1. The City of York Council policy for allocating secondary school places is designed to be as fair as possible while ensuring that resources are used sensibly. Pupils will normally be admitted into the year group relevant to the pupils age.
2. Under the secondary school admission arrangements the allocation of places is based on where the child/parent lives and the preferences of parent/carers.
3. Any school's resources, such as teachers and classrooms, have to be used carefully to ensure the best possible standards for education and a safe environment. If no limit were set on the number of pupils that can go to a school each year these standards could not be maintained. Some schools will be oversubscribed. If that is the case, priority is given to certain categories of pupil. The criteria set out in paragraph 4 will be used to prioritise all applicants who have applied for a place at a school.
4. **First priority: Pupils looked after by a local authority** – this applies to all pupils who are in the care of a local authority or are provided with accommodation by the authority (see section 22 of the Children Act 1989);

Second priority: Pupils who live within the catchment area normally served by the school – catchment areas are designated by the City of York Local Authority and are made available to parents via the annual Guide for Parents, secondary school open evenings or from the Education Access Team;

Third priority: Pupils considered by the Local Authority to have exceptional social or medical needs which relate to the preferred school – the Local Authority may consult with other medical/educational professionals for a further opinion as to whether a pupil should be allocated a place to an individual school due to a particular medical condition or social need;

Annex F - Admissions Policy for City of York Council Community and Voluntary Controlled Secondary Schools 2012/13

Fourth priority: Pupils with siblings at the school in September 2012 – siblings are defined as brothers or sisters living in the same house, as their primary place of residence, including half- and step-brothers or sisters;

Fifth priority: Pupils who live closest to the school using the nearest available safe walking route- distances are measured by a GIS mapping system from the child's home address to the entrance of the school. The Local Authority is constantly reviewing the nearest available safe walking routes, working closely with the Road Safety Team.



Important note: The admission of pupils with a statement of special educational needs is covered by different admission regulations. However, where a school is named in a pupil's statement of special educational needs, the LA and the school have a duty to admit the child and will therefore allocate a place at the named school.

5. If a school is oversubscribed, a waiting list will be held from when allocations have been made on the **1 March 2012** until **21 December 2012** . A pupil's position on the list will be determined by the criteria set out in paragraph 4. Where there are less places than pupils in a oversubscription priority as above, places will be allocated to the pupil(s) who also fulfil the next highest priority.

For example, for two pupils who are both catchment and thus the same (second) priority, the place would be allocated to the pupil who also fulfils the next highest priority, for example, who also has a sibling at the school (fourth priority) over a pupil living closer to the school (fifth priority).

In the unlikely case of identical distances under the fifth priority, the applications will be ordered randomly by the Authority's admissions software.

6. Applicants refused a place at a school have the right of appeal. Appeals are heard by an independent appeals panel. Applicants will only be able to appeal once for a place at a given school in any one school year, unless any significant new information is available which was not available at the original hearing.

	ALL SAINTS RC SCHOOL, YORK Diocese of Middlesbrough	
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ADMISSIONS POLICY

'Jesus said, Let the little children come to me, and do not hinder them, for the kingdom of heaven belongs to such as these'. (Matthew 19.14)

1. Principles of the Policy

All Saints RC School was founded by the Catholic Church to provide education for children of Catholic families. The school is conducted by its governing body as part of the Catholic Church in accordance with its trust deed and instrument of governance, and seeks at all times to be a witness to Jesus Christ.

2. Aims

This policy establishes the principles by which students will be admitted into the school in the event there are more applicants than places. Children who have already been admitted to the school do not need to reapply at any time and will normally be able to progress automatically to the following year. All students are required to apply for a place in the Sixth Form.

3. Definitions

- 'Looked after child' has the same meaning as in Section 22 of the Children Act 1989. In broad terms this means any child in the care of a local authority or provided with accommodation by them (e.g. children with foster parents).
- 'Catholic' means a member of a Church in communion with the See of Rome including the Eastern Catholic Churches. A certificate of baptism in a Catholic Church or a certificate of reception into the full communion of the Catholic Church will normally evidence this.
- 'Catechumen' means a member of the catechumenate of the Catholic Church. A certificate of reception into the order of catechumens will normally evidence this.
- 'Eastern Christian Church' is normally evidenced by a certificate of baptism or reception from the authorities of that Church.
- 'Brother and sister' includes half and step brothers or sisters.
- To demonstrate an exceptional social, medical or pastoral need of the child which can be most appropriately met at this school, the governing body will normally require written evidence from an appropriate professional, such as a social worker, doctor or priest.
- Distances will be measured using the LA's GIS system from the home front door via the shortest, safest walking route to the school.

4. Implementation

This policy applies to admissions to all years in the school, including the sixth form.

Jan 2011

ANNEX G

- All Saints RC VA Admissions Policy 2012/13

Where there are more applications for admission than the number of places available in any year group, places will be offered according to the following order of priority (The over-subscription criteria):

1. 'Looked after' children from Catholic families.
2. Baptised Roman Catholic children attending a Catholic primary school.
3. Other baptised Roman Catholics.
4. Other 'looked after' children.
5. Catechumens and members of an Eastern Catholic Church.
6. Children with a brother or sister at the school at the time of proposed enrolment
7. Children attending a Catholic Primary school.
8. Christians of other denominations whose application is supported by a letter from a minister of religion or other religious leader and the parents.
9. All other applicants.

Where the offer of places to applicants in any of the categories would lead to over subscription within that category, applicants will be prioritised in the following order:

1. Children who have a brother or sister at the school at the time of proposed enrolment.
2. At the discretion of the governors: where evidence is provided at the time of application of an exceptional social, medical or pastoral need of the child, which can most appropriately be met at this school.
3. Those with the shortest safe walking route from their home to school.

Governors will operate a waiting list system for those children who are initially unsuccessful in their application and ask for their name to be placed upon it.

All Saints RC School subscribes to the City of York's independent appeals procedure and an appeal against any decision taken under this policy will be referred through that process.

5. **Monitoring, Evaluation And Review**

The Governing Body will review this policy every two years and assess its effectiveness and implementation

6. **Availability**

This policy, and its advisory Notes for Guidance, will be included in the Staff handbook. Copies will also be available, if required, from the Head Teacher's secretary and the school website.

Person Responsible:	<i>Deputy Headteacher (admissions)</i>
Reviewed by:	<i>Governors' Admissions Committee</i>
Last Reviewed:	<i>Jan 2011</i>
Adopted by Governing Body:	<i>March 2011</i>
Next Review:	<i>March 2013</i>



This form together with any relevant additional information must be submitted to the school **before 31st December** in the year preceding admission. Governors will then consider all applications received and notify parents or carers of the outcome of their application.

Notification of Outcome

Parents will be advised of the outcome of their applications on **1st March** in the year of admission. Unsuccessful applicants will be given the reasons they were unsuccessful which will relate to the oversubscription criteria listed in the policy.

Parents and carers, who will be moving into the area and apply for a place at the school before **31st December**, will be included in the allocation.

Waiting Lists

The school will operate a waiting list for those children who are not allocated a place. Parents or carers must inform the school in writing if they wish their child to join this list. The waiting list will be ranked according to oversubscription criteria stated in the Admissions Policy. The waiting list will close at the end of December of the year of entry for the Year 7 intake. For all other intakes, names will remain on the list until the end of term in which the application is made, after which time reapplication to remain on the list must be made.

Application procedure for Year 10

Those pupils already attending All Saints will automatically transfer from Year 9 to Year 10 in September and do not need to apply for a place. Because All Saints RC School operates on a split site and the upper site is larger, 15 more children who are not already All Saints' pupils can be accommodated in each of years 10 and 11.

To apply for a place in Year 10 for September admission:

1. Parent/carers of children not already at All Saints must complete an Application Form available from the school. This form must be returned to the school by the **31st December** preceding the September of admission. You must also notify the LA in which you live of your request for a change of school.
2. Parent/carers will be advised of the outcome of their application by the **30th January** in the year of admission.

If there are more applications than the number of places available, places will be offered according to the order of priority listed in the admissions policy.

Applications for Years 8, 9, 11

Application should be made on forms obtained from the school. No applications will be accepted more than 12 months before the proposed date of entry. Decisions on applications for all entries to the school for September will be made by Governors, usually prior to the end of February. Applications for entry at other times will only be considered at the discretion of Governors.

If there are more applications than the number of places available, places will be offered according to the order of priority listed in the policy.

Applications for Years 12 and 13 – the Sixth Form

Students must complete the application form available from the school and submit the form prior to 31st January in the year of admission. Conditional offers will be sent out by the school by the end of April and the place confirmed or refused after publication of the GCSE results during August. At the discretion of Governors, applications with a valid reason for being late will be considered by Governors up to the end of the second week in the Autumn term.

Entry onto courses is not automatic and they may specify academic or other criteria that must be fulfilled for admission.

Exceptionally, if the Governors consider there is space available on a particular course, children can be admitted to the sixth form in excess of the admissions number specified above.

Please see the relevant Application Pack for specific course requirements.

Applications for entry mid-year

This category will normally only be available to people relocating into the area and could not reasonably apply within the normal timescales. Applications for entry to any year group falling within this category will only be considered if there is space in the year group and will be at the sole discretion of Governors.

Parents/carers already living in the area but not applying within the above timescales will be considered only at the discretion of the Governors.

Appeals

All Saints RC subscribes to the City of York's independent appeals procedure and any decision made under the admissions policy can be appealed using that process. Details are available upon request from the LA or the school.

Pupils with a Statement of Special Educational Needs

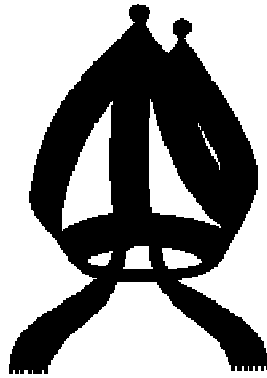
The admission of pupils with a statement of Special Educational Need is dealt with by a completely separate procedure. This procedure is integral to the making and maintaining of statements by the Pupil's home LA. Details of this separate procedure are set out in the Special Educational Needs Code of Conduct.

Fraudulent applications

At the sole discretion of Governors, where they are of the opinion that an offer of a place has been made on the basis of a fraudulent or intentionally misleading application which has effectively denied a place in the school to a student with a stronger claim, the offer of a place will be withdrawn.

Jan 2011

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Archbishop Holgate's School

A Church of England School Founded 1546
Leading Edge - Science - Applied Learning

*Admissions Policy for Year 7
September 2012*

Archbishop Holgate's CE VA Admissions Policy (2012/13)



Archbishop Holgate's School

A Church of England School Founded 1546
Leading Edge - Science - Applied Learning

Archbishop Holgate's VA Church of England School Admissions Policy for Year 7 in September 2012

Archbishop Holgate's is a Voluntary Aided Church of England School serving the whole community in which it is set. It is committed to giving its pupils the best possible educational opportunities whilst living Christian values into being, within the tradition of the Anglican church. From its foundation in 1546, Archbishop Holgate's has welcomed applications from both its local community and a wider area, and continues to do so as a Voluntary Aided school.

The number of places available for admission into Year 7 is 162. These are divided into two categories:

Foundation places are allocated on faith grounds to members of Christian churches and the other major world faiths. There will be up to 42 Foundation places available each year. If all Foundation places are not allocated, the remainder will become available for Community applicants.

Community places are for parents who live in the area normally served by the school and the wider community, and who want their child to attend a school with a Christian tradition. There will be at least 120 Community places available each year. After considering those with special circumstances including children with statements and looked after children, priority is given *first* to siblings, *second* to pupils living in the area normally served by the school, *third* to those with the closest safe walking route.

Foundation places

The threshold for consideration for a Foundation place will be two years' attendance at worship by parents/carer prior to the application (November 2011). Applications which do not qualify for a Foundation place will automatically be considered for Community places. In accordance with the law and recommended practice, priority will be given to Foundation applicants qualifying for a place who are also looked after.

Archbishop Holgate's CE VA Admissions Policy (2012/13)

If the number of applicants meeting the threshold for consideration for the remaining Foundation places is greater than the number of places available, places will be offered to applicants in the following priority order:

- 1 an applicant “at the heart of the church” – a regular worshipper, by which is meant one who worships at a Christian church normally twice a month. Within this category, the worshipper may be one or both parents/carers, or, provided the minimum threshold for consideration for a Foundation place is met, the child for whom the application is made.
- 2 an applicant “attached to the church” – a regular but not frequent worshipper, by which is meant a parent or carer who usually attends a monthly service or is regularly involved in a weekday church activity including an element of worship.
- 3 an applicant “known to the church” – not a regular but an occasional worshipper, by which is meant a parent or carer who attends at least six times per year. This may be through uniformed or other church organisations.

If there are more applicants for Foundation places within any given qualifying criterion than there are places remaining, the places for these applicants will be allocated to pupils whose homes are furthest away from their next nearest available Church of England secondary school, measured by the closest safe walking route. Any remaining applicants will automatically be considered for a Community place.

All applicants for Foundation places must submit, with their application form, a reference form from a minister of religion or faith group leader. Christian churches are defined as churches belonging to Churches Together in Britain and Ireland.

Up to 10% of Foundation places will be available for children of active worshipping families of other major world faiths (Buddhism, Hinduism, Islam, Judaism and Sikhism) whose applications are supported by an appropriate reference.

Community places

Archbishop Holgate's VA School is committed to serving its local community and working in partnership with the Local Authority and neighbouring schools. The criteria below are based closely on the Local Authority's admissions policy.

In accordance with law and recommended practice, Governors will give prior consideration to: pupils having statements of special educational need which, after discussion with the school, name Archbishop Holgate's; to 'looked after' children – places for looked after children will be allocated in the light of advice from the Local Authority Social Services team; and to pupils considered by the Governors to have other exceptional social or medical needs specific to Archbishop Holgate's School – parents applying under this criterion will already have consulted the school about its suitability for their child, and will provide written references from the Director of Social Services or a consultant medical practitioner.

If the number of applicants is greater than the number of places available, priority will then be given according to the following criteria:

Archbishop Holgate's CE VA Admissions Policy (2012/13)

- 1 to pupils having a sibling attending Archbishop Holgate's School at the beginning of the term in question.

(‘Siblings’ are defined as brothers or sisters living in the same house, as their primary place of residence, including half- and step-brothers or sisters.)

- 2 to pupils living in the area normally served by the school.

(‘The area normally served by the school’ is the school’s priority admissions area as defined by the Local Authority and as set out in its Guide for Parents. ‘Living in the area’ is defined as the parent/guardian and child being ordinarily resident at an address in the area defined above. You may be asked for evidence of residence.)

- 3 to pupils with the closest safe walking route.

(‘The closest safe walking route’ is defined as the distance from home to school as measured from the home address to the nearest entrance to the school site using the Local Authority’s computerised measuring system.)

If there are more applicants within any given qualifying criterion up to and including criterion 2 than there are places remaining, the places for these applicants will be allocated to pupils with the closest safe walking route.

Late applications

Forms received from those moving into the area normally served by the school, as defined by the LA and set out in its Guide for Parents, and received by 31st December 2011, will be included in the initial allocation. Forms received from those moving into the area after that date will be given individual consideration. Other late forms will only be considered after all others.

Waiting list

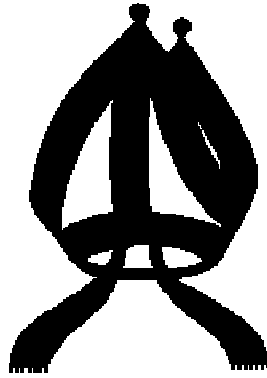
Applicants who are unsuccessful in obtaining a place have the right to appeal, but will on written request be placed on a waiting list ranked according to the criteria used for admission to the school and set out in this policy. The waiting list will be maintained until 31st December of year of entry.

Applying for a place***For Community applications:***

Application for a place at Archbishop Holgate’s School is through the ***Common Application Form*** of the child’s “home” Local Authority. As late application forms will only be considered by the school after all others, parents are particularly asked to ensure that the Common Application Form is returned ***direct to the “home” Local Authority*** by its deadline. For both the City of York and the East Riding the deadline is 31st October 2011. For other local authorities please check: please also write to let us know of your application.

For Foundation applications:

There are three forms to fill in. Applicants for a Foundation place must fill in the ***Common Application Form*** of the child’s “home Local Authority” as set out above. This is returned to the ***“home” Local Authority***. Parents are also asked to complete a supplementary ***School Application Form***, together with a completed ***Reference Form*** from your priest, minister or faith group leader, to assist the school in applying its oversubscription criteria. Please ensure these two supplementary forms are completed as accurately and fully as possible, and that they are returned ***direct to the school***. The school will withdraw the offer of a school place if an application is found to be fraudulent. School application forms and reference forms are available direct from the school. They are also available from City of York Council School Admissions, Mill House, North Street, York. Please ensure that all information supplied is accurate. Early receipt will be welcomed. For admission into Year 7 in September 2012, school application forms must reach the school’s Admissions Secretary by the last day of December 2011.



Archbishop Holgate's Sixth Form

A Church of England School Founded 1546
Leading Edge - Science - Applied Learning

*Admissions Policy for Year 12
September 2012*

Archbishop Holgate's CE VA Admissions Policy (2012/13)



Archbishop Holgate's School

A Church of England School Founded 1546
Leading Edge - Science - Applied Learning

Archbishop Holgate's VA Church of England School Admissions Policy for Year 12 in September 2012

Introduction

Archbishop Holgate's is a Voluntary Aided Church of England School serving the whole community in which it is set. It is committed to giving its students the best possible educational opportunities whilst living Christian values into being, within the tradition of the Anglican church. From its foundation in 1546, Archbishop Holgate's has welcomed applications from both its local community and a wider area, and continues to do so as a Voluntary Aided school.

The Governing Body is the Admissions Authority for Archbishop Holgate's School and is therefore responsible for the admission of students post-16 at the school. Any queries regarding Sixth Form admissions should be directed to the school.

Admission post-16

Admission post-16 will be from

- (a) students in Year 11 at Archbishop Holgate's School; and
- (b) students from outside Archbishop Holgate's School.

The admissions number for students entering post-16 from other schools will be up to 40 each year.

Students on roll at Archbishop Holgate's School are required to apply for a Sixth Form place as are students from other schools.

The entry requirements for admission post-16 shall be the same for students on roll in Year 11 at the school and external applicants.

Sixth Form students will be admitted at the start of the Autumn Term in each school year although there may be some occasions when students transfer during an academic year.

Foundation places

The threshold for consideration for a Foundation place will be two years' attendance at worship by parents/carer prior to the application (November 2011).

Archbishop Holgate's CE VA Admissions Policy (2012/13)

- 1 an applicant “at the heart of the church” – a regular worshipper, by which is meant one who worships at a Christian church normally twice a month. Within this category, the worshipper may be one or both parents/carers, or, provided the minimum threshold for consideration for a Foundation place is met, the student for whom the application is made.
- 2 an applicant “attached to the church” – a regular but not frequent worshipper, by which is meant a parent or carer who usually attends a monthly service or is regularly involved in a weekday church activity including an element of worship.
- 3 an applicant “known to the church” – not a regular but an occasional worshipper, by which is meant a parent or carer who attends at least six times per year. This may be through uniformed or other church organisations.

Minimum entry requirements

All those seeking admission to the Sixth Form must achieve the necessary grades for access onto the courses they have chosen.

Oversubscription criteria

Archbishop Holgate's VA School is committed to serving its local community and working in partnership with the Local Authority and neighbouring schools. The criteria below are based closely on the Local Authority's admissions policy. 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 admissions criteria.

In accordance with law and recommended practice, Governors will give prior consideration to: students having statements of special educational need which, after discussion with the school, name Archbishop Holgate's; to 'looked after' students – places for looked after students will be allocated in the light of advice from the Local Authority Social Services team; and to students considered by the Governors to have other exceptional social or medical needs specific to Archbishop Holgate's School – those applying under this criterion will already have consulted the school about its suitability, and will provide written references from the Director of Social Services or a consultant medical practitioner.

Priority will then be given as follows:

- 1 to students in Year 11 at Archbishop Holgate's School.
- 2 to students applying for a Foundation place.
- 3 to students living in the area normally served by the school.

('The area normally served by the school' is the school's priority admissions area as defined by the Local Authority and as set out in its Guide for Parents. 'Living in the area' is defined as the student being ordinarily resident at an address in the area defined above. You may be asked for evidence of residence.)

- 4 to students having a sibling attending Archbishop Holgate's School at the beginning of the term in question.

('Siblings' are defined as brothers or sisters living in the same house, as their primary place of residence, including half- and step-brothers or sisters.)

- 5 to students with the closest safe walking route.

Archbishop Holgate's CE VA Admissions Policy (2012/13)

(‘The closest safe walking route’ is defined as the distance from the home to school as measured from the home address to the nearest entrance to the school site using the Local Authority’s computerised measuring system.)

If there are more applicants within any given qualifying criterion up to and including criterion 4 than there are places remaining, the places for these applicants will be allocated to students with the closest safe walking route.

The number of students who have applied for each course will need to be taken into account, meaning that extra students can sometimes be accommodated over the admission number if the student’s chosen course is not full.

Appeals

Any student refused the offer of a place at the Sixth Form has the right of appeal to an independent appeals panel.

Late applications

Late applications will be considered up to the end of the second full week of the Autumn Term.

False information

Where the school has made the offer of a place at the Sixth Form on the basis of a fraudulent or intentionally misleading application which has effectively denied a place post-16 to a student with a stronger claim, the offer of a place will be withdrawn.

Timetable for admissions

1	Student completes application	December 2011
2	School accepts application and this is communicated to parents	December 2011
3	Application processed	January 2012
4	GCSE results published	August 2012
5	Admission confirmed or refused	August 2012
6	Independent appeals	September 2012

Students can apply up to the start of the courses but it is helpful to receive early applications as above.

Address for correspondence

Post-16 Administrator
LearningCentre@AHS
Archbishop Holgate's School
Hull Road
York YO10 5ZA

Telephone 01904 411341

Policy to be approved January 2011



Manor CE School

ARRANGEMENTS AND POLICY FOR ADMISSION OF STUDENTS

September 2012

1. Rationale

Manor CE School policy is to invite applications for admission from children of families who are practising Christians, or from parents/carers who wish their children to receive an education in accordance with the principles of the Christian faith.

2. Aim

Our school aims to serve our community by providing an education of the highest quality within the context of Christian belief and practice. It encourages an understanding of the meaning and significance of the Christian faith, and promotes Christian values through the experience it offers to all its students.

- 3.** Applications for children with a Statement of Special Needs or Looked After Children will be dealt with separately by the governors, working in conjunction with the Local Authority (they will be given priority over all other categories).

4. Over-subscription Criteria

The number of places available for admission to Year 7 is 180. This will include Special Needs and Looked After Children. In the event of the number of applicants exceeding the number of places available, the following criteria will be taken into consideration by the governors. In accordance with the school's aims to nurture the Christian faith, to welcome children of other faiths and to serve the local community, up to 99 of these places will be Foundation applications as laid out in Section 1 and will be allocated on faith grounds. The remainder will be allocated according to the criteria in Section 2.

Unsuccessful applicants for Foundation places will automatically be considered for the remaining community places. Unfilled Foundation places will be available to community applicants in Section 2.

If there are more applications than places available under any category, places will be allocated to those who live the furthest from their designated LA school, measured by the shortest, safe, walking distance. This information is provided by the Local Authority.

SECTION 1 (FOUNDATION PLACES)

Category 1 (Children from Christian denominations¹)

The minimum time for regular attendance by the parents or children at worship will be two years prior to the application (November 2011). Parents and carers who have not met the minimum time requirement **will not** be considered for a Foundation place. Places offered will be allocated to applicants in the following sub-categories:

1. An Applicant who is a **very regular worshipper**, by which is meant one who worships or is regularly involved in a weekday church activity including a significant element of worship at least once a week. The worshipper could be the child for whom the application is made or one or both parents (not grandparents or other relatives unless they are the primary carer).
2. An Applicant who is a **regular worshipper**, by which is meant one who worships or is regularly involved in a weekday church activity including a significant element of

¹ Christian denomination is defined as a church belonging to or eligible to belong to Churches Together.

ANNEX I – Manor CE VA Admissions Policy (2012/13)

worship at least twice a month. The worshipper could be the child for whom the application is made or one or both parents.

Please be aware that involvement in a uniformed organisation that is attached to a church would **not** meet the criteria unless there was a regular Christian act of worship.

All applicants for Foundation places will be required to submit a separate application form together with a reference from a minister of religion.

If more than 95 eligible applications are received, the available places will be allocated in the following order:

1. applicants who live in the **Priority Zone**² (see below) and who are very regular worshippers
2. applicants who live in **other areas in the City of York** and who are very regular worshippers
3. applicants who live in other areas **outside the City of York** and who are very regular worshippers
4. applicants who live in the **Priority Zone**² (see below) and who are regular worshippers
5. applicants who live in **other areas of the City of York** and who are regular worshippers
6. applicants who live in other areas **outside the City of York** and who are regular worshippers

If fewer than 95 eligible applications are received, the unfilled Foundation places will be allocated under Section 2 (Community places).

Category 2 (Children of other major world faiths)

Up to 4 Foundation places will be given to children of active worshipping families of other major world faiths (Buddhism, Hinduism, Islam, Judaism and Sikhism) whose applications are supported by an appropriate reference. If fewer than 4 eligible applications are received, the unfilled Foundation places will be allocated under Category 1 (Foundation places; Children from Christian denominations).

SECTION 2 (COMMUNITY PLACES)

Manor CE School is committed to serving our local community and to working in partnership with the Local Authority and its neighbouring schools.

Category 3

When awarding a place, places will be allocated in the following order;

1. siblings who live in the **Priority Zone**² (see below)
2. other applicants who live in the **Priority Zone**²
3. siblings who live in **other areas in the City of York**
4. other applicants who live in **other areas in the City of York**
5. siblings who live **outside the City of York**
6. other applicants who live **outside the City of York**

² The Priority Zone is the area covered by the catchment areas of Rufforth Primary school, Poppleton Ousebank Primary school and Carr Junior school.

ANNEX I – Manor CE VA Admissions Policy (2012/13)

The sibling³ must be attending Manor School at the date the new child would start at the school (September 2012).

5. False Information and Proof of Residence

Where the Governing Body has made an offer of a place at the school on the basis of a fraudulent or intentionally misleading application from a parent and carer, the offer of a place may be withdrawn. To help the governors fairly allocate places they may request proof of residence at the time of application. (eg. utility bill or telephone statement).

6. Waiting List

The Governors will operate a waiting list for those parents/carers who are not successful in being allocated a place. Applicants who are unsuccessful in obtaining a place have the right to appeal.

The waiting list will be ranked according to the over-subscription criteria used for admission to the school. Parents and carers who are not successful will need to inform the school in writing of their wish for their child to join the list. The waiting list will close at the end of December in the year of entry.

7. Late Applications

Parent/Carers who move into the area and apply for a place at the school before **31 December 2011**, will be included in the allocation. Those parents moving into the area and applying after 31 December 2011 will be added to the waiting list after the offer day.

All parents/carers already living in the area but applying for a Foundation place after **31 October 2011** will be added to the waiting list after the offer day.

8. Applying for a place

All applicants must complete the City of York Local Authority common application form which should be returned to the Local Authority by **31 October 2011**. This application will be deemed as making an application for a community place.

If applying for a Foundation Place, parents must also complete a Foundation Place Application Form and include a reference from their priest, minister or faith group leader. This form and references must reach the school's admissions Clerk by **31 October 2011**.

Application forms are available from Manor CE School and the City of York Educational Services, Mill House, North Street, York.

Please complete the application forms as accurately and fully as possible.

³A sibling is defined as a brother/half/stepbrother or a sister/half/stepsister who is permanently resident at the same address. A home is defined as the parents'/carers' and child's primary place of residence.

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Decision Session - Executive Member for Children and Young People's Services

12 April 2011

Report of the Director of Adults, Children and Education

Children's Services Capital Programme 2011-12

Summary

1. This report is to inform Members of new schemes, seek approval for their addition to the 2011/12 Capital Programme and to provide a brief update on schemes funded from the Targeted Capital Fund.

Background

2. The funding allocations for 2011/12 are shown in Table A below. These allocations were set out in a letter from the Secretary of State for Education dated 13 December 2010.
3. There are three main allocations that are made to the local authority. They comprise Devolved Formula Capital (DFC), the funding received directly by schools, Basic Need funding which is for the provision of additional school places and Maintenance funding which is provided for the improvement of school buildings and Children's Centres.
4. In addition, there is an allocation of Devolved Formula Capital for Voluntary Aided schools and an allocation under the Local Authority Co-ordinated Voluntary Aided Programme (LCVAP), also specifically for Voluntary Aided schools. These funding streams do not come to the local authority but the local authority approves allocations to projects from the LCVAP funding. Voluntary Aided Devolved Capital is paid direct to the VA schools from the Department of Education.

Table A – 2011/12 capital funding

Purpose of allocation	Amount £
DFC – maintained schools	475,303
Basic Need	2,333,738
Maintenance	2,773,578
Sub-Total – Local Authority funding	5,582,619
DFC – VA schools	87,475
LCVAP	501,880
Total Capital Funding for City of York	6,171,974

5. The Secretary of State's letter states that allocations for 2012-13 until 2014-15 will be informed by the outcome of the James Report (a review of capital funding of schools) which is due to be published later this year. While the allocation and management for these programmes may change to reflect the recommendations of the review, the DfE have advised that LAs should plan on the basis that the funding available for basic next year will be roughly in line with the funding announced for 2011-12.

Proposals for new projects

6. The following paragraphs set out the approach which has been taken, and the proposed allocation of the Maintenance (£2.7m) and Basic Need (£2.3m) allocations, for 2011/12 and the following two financial years, on the assumption that allocations continue broadly in line with 2011/12.

Maintenance

7. It has become increasingly apparent that schools across the city are experiencing a number of infrastructure issues, with electrical installations, heating systems, roofs and windows coming to the end of life. In order to address these issues, it is proposed that the Maintenance budget is largely focused on keeping schools safe, warm and weather-tight. To this end, all building condition surveys for schools have been ranked in order of priority, with the most serious condition issues ranked first. It is this prioritised list that forms the main part of the proposal for the 2011/12 programme, with the following two years shown, on the presumption that funding continues at the indicated level.
8. All schools have been given an opportunity to comment on the condition of their buildings to ensure that any known major defects arising since the last survey are reflected in the current prioritisation.
9. So that other work, for which funding is no longer separately available, can continue, it is proposed that allocations are made from the Maintenance fund to continue the existing rolling programmes for updating condition surveys, kitchen maintenance and addressing access issues for individual pupils with specific needs. In addition an allocation needs to be set aside for project management costs.
10. Not all of the 2011/12 funding has been allocated to individual projects at this stage. A contingency provision to meet various potential funding demands has been set aside. This is to ensure that sufficient funds are available once tenders have been assessed and costs finalised. The contingency is also required to cover any unforeseen expenditure arising from schemes already underway in the approved capital programme. Finally, and given the uncertainty of the amount of funding available in 2012/13, a prudent approach has been taken to the funding of several major schemes that will run across 2011/12 and 2012/13.
11. It is expected that further schemes will be brought forward for member approval as the year progresses, subject to other calls on this contingency provision, and confirmation of the funding to be received from DfE for 2012/13.
12. The costs shown in Annex A are budget estimates only and will be subject to change as exact specifications are drawn up and work tendered.

Basic Need

13. The Basic Need funding is allocated to provide new school places. The current pressure in York is on primary school places in certain parts of the city. Arrangements have already been made to accommodate additional pupils at the September 2011 intake. Forecasts of pupil numbers and area demographics over the next 5+ years are in the process of preparation and will be published this summer in the form of a School Organisation Plan 2012 – 2017.
14. The authority will be working with individual schools in order to consider the most appropriate use of buildings in meeting the increasing demand for primary school places.
15. In this first year, it is proposed to allocate the new Basic Need funding to the Primary Capital Programme, replacing the Modernisation fund that is no longer available. This will ensure that the funding is spent within any time scale that may be imposed and will give an opportunity for a longer term strategic plan, related to the School Organisation Plan outcomes, to be developed.
16. Detailed proposals for 2011/12 with allocations for the following two years, subject to the availability of funding, are shown at Annex A.

Targeted Capital Fund Update

17. This funding, now totalling £7.857m, was allocated during the last two years to support the diploma lines at various secondary schools across the city and also to support schemes which contribute to the SEN and Access objectives of the funding.
18. The most significant scheme that has been allocated funding from within the TCF is a project to provide additional accommodation at Applefields Special School in order to address pressures within the school. The scheme will also replace a two classroom temporary unit currently onsite, and to carry out some remodelling work on the building. The revised scheme budget is £1.5m and planning permission is now being sought to enable a start on site in the summer break.

Implications

Financial Implications

19. The Children's Services Capital Programme has already been updated and approved by the Executive to include the local authority funding streams at headline level for the years discussed above. The schemes in this report for which approval is requested (Annex A) are within the overall resources available in the programme. In the event that allocations for 2012/13 and future years are reduced, then the programme will need to be amended accordingly.

Other Implications

20. There are no implications relating to Human Resources, Equalities, Legal, Crime & Disorder, Information Technology or Property arising from this report.

Risk Management

21. There is always a degree of risk associated with operating a capital programme as schemes are developed and implemented. The key to minimising this risk is the effective operation of monitoring and control processes. This report is part of that process, where updated figures and corrective actions are proposed. There are no specific risks arising from the recommendations in this report.

Recommendations

22. The Executive Member is recommended to approve the allocation of funding to schemes for 2011/12 (Annex A, Column A).

Reason: To ensure the effective management and monitoring of the capital programme

Contact Details

Author:

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Head of Planning and Resources
Adults, Children and Education
01904 554214

Chief Officer Responsible for the report:

Pete Dwyer
Director of Adults, Children and Education

Report
Approved



Date 30/03/2011

Specialist Implications Officer(s)

Financial
Mike Barugh
Principal Accountant
01904 554573

Wards Affected: *List wards or tick box to indicate all*

All



For further information please contact the author of the report

Background Papers

Letter to Local Authorities from Secretary of State for Education, 13 December 2010

Annexes

Annex A - 2011/12 proposals with tentative allocations for 2012/13 and 2013/14

**Children's Services Capital - Maintenance and Basic Need
Proposed Scheme Priorities**

School	Scheme	priority	Estimated	A	B	C
			Total Scheme Cost £000	2011/12 £000	2012/13 £000	2013/14 £000
Clifton with Rawcliffe Primary	New school	1	1,000	1,000		
Our Lady Queen of Martyrs	New school	1	1,000	1,000		
Basic Need: Primary	Feasibility / Preliminaries	1	100	50	50	
Archbishop of York Junior	Heating system	1	10	10		
Canon Lee	Curtain wall	1	200	200		
Carr Infant	Roof	1	100	50	50	
Carr Junior	Roof	1	150	150		
Clifton Green	Work relating to relocation	1	25	25		
Danesgate	Roof / Windows	1	150	150		
Danesgate	Electrical	1	70	50	20	
Dunnington Primary	Electrical supply	1	40	40		
Elvington Primary	TCU x2 replacement	1	355	5	350	
Fishergate Primary	Elevational treatment	1	126		63	63
Fishergate Primary	Chimney	1	50	50		
Fulford School	Heating system	1	420	220	200	
Huntington Secondary	Roof and windows	1	100	100		
Huntington Secondary	Windows	1	50	50		
Huntington Secondary	Heating system	1	300	300		
Knavesmire Primary	Heating system	1	10	10		
Knavesmire Primary	Roof structure	1	100	100		
Lord Deramore's Primary	Roof	1	250	5	50	200
Scarcroft Primary	Structural - investigation	1	5	5		
Tang Hall Primary	Asbestos removal and related work	1	20	20		
Various	Access Priorities	1	150	50	50	50
Various	Kitchen Priorities	1	150	50	50	50
Various	Project management	1	120	120		
Various	CAD and Condition surveys	1	300	100	100	100
Westfield Primary	Electrical	1	150	75	75	
Westfield Primary	Roof replacements	1	155	75	80	
Westfield Primary	Ceiling replacements	1	50	25	25	
Westfield Primary	Asbestos guttering	1	100	50	50	
Basic Need: Southbank	Transition accomodation	2	200		100	100
Badger Hill Primary	Roof	2	35			35
Bishopthorpe Infants	Electrical	2	75			75
Bishopthorpe Infants	Distribution	2	45			45
Carr Infant	Electrical	2	70			70
Carr Infant	Distribution	2	200		100	100
Carr Infant	Structural repairs to hall	2	100		100	
Copmanthorpe Primary	Electrical	2	100		100	
Copmanthorpe Primary	Boilers	2	100		100	

**Children's Services Capital - Maintenance and Basic Need
Proposed Scheme Priorities**

School	Scheme	priority	Estimated Total Scheme Cost	A 2011/12	B 2012/13	C 2013/14
Haxby Road Primary	Elevational treatment	2	126		63	63
Huntington Secondary	Electrical	2	100			100
Knavesmire Primary	Electrical	2	100			100
Millthorpe School	Fire alarm panel	2	30		30	
Poppleton Road Primary	Flat roof	2	50		50	
Poppleton Road Primary	Mechanical	2	75			75
Poppleton Road Primary	Elevation treatment	2	100		50	50
Skelton Primary School	Flat roof	2	20		20	
Skelton Primary School	Site drainage	2	50		50	
St Paul's Nursery School	Window frames	2	50			50
Stockton On Forest Primary School	Window frames	2	25			25
Stockton On Forest Primary School	heating system	2	150			150
Tang Hall Primary	Windows /canopy	2	200		100	100
Westfield Primary	Windows	2	50			50
Yearsley Grove Primary	Distribution	2	67			67
Yearsley Grove Primary	Roof	2	200		100	100
Applefields Special School	Roof felt	3	50			50
Badger Hill Primary	Windows	3	65			65
Elvington Primary	Roof	3	20		20	
Hempland Primary	Roof	3	75			75
Knavesmire Primary	Window frames	3	50			50
Millthorpe School	Windows	3	100			100
Poppleton Road Primary	Gutters to front elevation	3	75		75	
St Paul's CE Primary School	Window frames	3	25			25
Yearsley Grove Primary	Electrical	3	67			67
Knavesmire Primary	Heating system	4	200			200
Tang Hall Primary	Mains drainage	4	50			50
	Contingency and future schemes			972	2,836	2,608
	Sub Total - Maintenance and Basic Need			5,107	5,107	5,107
	Devolved Formuls Capital to be allocated to schools - Non VA Schools		1,428	476	476	476
	Devolved Formuls Capital to be allocated to schools - VA Schools		261	87	87	87
	LCVAP programme to be agreed with the VA Bodies		1,506	502	502	502
	Total Capital - City of York Maintained Schools			6,172	6,172	6,172