
**Meeting of the Decision Session –
Cabinet Member for Education,
Children and Young People**

26 March 2014

Report of the Director of Children’s Services, Education and Skills

**Coordinated admissions arrangements and admission
limits for Primary, Junior and Secondary Schools in York
from September 2015**

Summary

1. This report seeks approval for the City of York Council coordinated schemes and admissions policies for primary, junior and secondary schools for the 2015/16 academic year.
2. It also seeks approval of the proposed individual school planned admission numbers for the academic year beginning in September 2015.

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 or academy 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 Council, 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 it is intended to admit in the year of entry (reception in primary and infant schools, year 3 in junior schools, and years 7 and 12 in secondary schools).

Consultation

6. 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 2014 for the academic year beginning in September 2015.

Options

7. The recommendations in this report have been prepared following consultation with schools. The Cabinet Member can approve, reject or modify the proposals relating to community and voluntary controlled schools contained in this report and attached annexes. The Cabinet Member may also choose to raise a statutory objection to voluntary aided and academy schools admissions policies.

Analysis

8. The LA has consulted with relevant admissions authorities on the proposed admissions arrangements for the 2015/16 academic year. The consultation ran from 20 December 2013 until 14 February 2014. The City of York's proposed coordinated schemes and admissions policies for primary and secondary schools are set out in Annexes B–G. Policies for voluntary aided schools are contained in annexes H–Q. Year 12 admissions policies are contained in annexes R–V.
9. The coordinated schemes are applicable to all maintained schools in York including community, voluntary controlled, voluntary aided and academy schools. The City of York admissions policy is applicable to all schools for which the LA is the admissions authority; this includes all community and voluntary controlled schools. Voluntary aided and academy schools operate their own admissions policies and these have also formed part of the consultation.
10. An admissions scheme and admissions policy have been developed and consulted upon for the two junior schools in the LA area and these documents will first apply from the 2015/16 academic year. This will be the first year that applications for the transition from infant to junior school has been coordinated by the LA. Both the scheme and policy have been developed in

partnership with the governing bodies of two junior schools and are similar to the scheme and policy for primary schools.

11. The following general principles should apply when considering increases in admission limit:
 - a) The school should have enough physical space to accommodate a full complement of children in each year group, based on the proposed admission limit (or agreement from the local authority to provide additional space). Alternatively, there must be firm capital project plans in place to provide any additional accommodation required and the required funding must be secure.
 - b) The increase should form part of the agreed place planning strategy for the area. This means that there should be sufficient demand from within the school's catchment area (if applicable), or from across the wider community, to limit the risk of drawing increased numbers of pupils away from other schools.
 - c) The requested admission number should enable relatively straightforward organisation of classes, bearing in mind the infant class size limit of 30 children per fully qualified teacher for reception, year 1 and year 2 pupils.
12. The following general principles should apply when considering decreases in admission limit:
 - a) The school must still be able to accommodate demand from within their local area (catchment area for community and voluntary controlled schools, parish or priority zone for voluntary aided or academy schools).
 - b) The requested admission number should enable or facilitate relatively straightforward organisation of classes, bearing in mind the infant class size limit of 30 children per fully qualified teacher for reception, year 1 and year 2 pupils.
13. Based on these principles, school planning and admissions officers propose, following detailed investigation of potential implications, the following changes to school admission limits:

School	Proposal	Recommendation	Reason
Carr Infant	Increase PAN from 70 to 90	Approve	To meet growing catchment and area demand
Carr Junior	Increase PAN from 70 to 90	Approve	To meet growing catchment and area demand
Clifton Green Primary	Increase PAN from 55 to 60	Approve	To meet growing catchment and area demand
Osboldwick Primary	Increase PAN from 30 to 60	Approve	To reflect closure of Derwent Infant and Junior and expansion of Osboldwick Primary
Park Grove Primary	Increase PAN from 38 to 40	Approve	To meet growing catchment demand and assist in class organisation

Analysis - Clifton Green Primary increase

14. An objection to the proposed increase at Clifton Green Primary School was received from Burton Green Primary School, who is concerned that their own intake would reduce if Clifton Green's admission number was increased.
15. At time of writing, Burton Green has received 27 1st preferences for a place in September 2014, close to their published number of 30. Demand for places at Clifton Green is lower than at this point last year, with 47 1st preferences for 55 places. The school has the physical capacity to accommodate 60 children in every year group. The area is also served by Lakeside Primary School and Clifton with Rawcliffe Primary School (60 and 90 places respectively).
16. The number of children living in the Clifton Green catchment area is predicted to rise over the short to medium term. Increasing the published admission number of Clifton Green will therefore provide more places for catchment children at their local school, and for the area as a whole.

17. Historically, Clifton Green has admitted significant numbers of children from the Burton Green catchment, and in previous years increasing the Clifton Green PAN would have led to lower intakes at Burton Green. However, analysis of parental preference now shows that a greater proportion of parents in the area are choosing to send their children to Burton Green than in previous years.
18. Because of this swing in popularity, officers are of the opinion that an increase in admission number at Clifton Green is unlikely to negatively impact on intakes at Burton Green. In addition, it is likely that the proposed additional places at Clifton Green will be needed to meet wider area based demand as other schools (including Burton Green) fill to capacity.
19. There were no further requests originating from the community of voluntary controlled schools for changes to admission number.

Voluntary Aided and Academy proposals

20. The following changes in admission number have been proposed by voluntary aided and academy schools, who are their own admissions authorities.

School	Proposal
Manor CE Secondary Academy	Increase Y7 PAN from 180 to 200

Analysis - Manor School increase

21. An objection to the proposed increase at Manor CE School was received by Canon Lee School, who argue that any increase at Manor will result in reduced numbers at Canon Lee, Millthorpe and York High secondary schools because of increased draw from their respective catchments.
22. Canon Lee is currently experiencing challenging financial circumstances as a result of the significant levels of surplus within the school (due to low intakes for a number of years). Parental preference currently means that Canon Lee lose a significant proportion of their catchment area children to other schools, including Joseph Rowntree and Manor, as shown in the following table:

Sept 14 allocated school of Canon Lee catchment children

School	Allocated	%
Canon Lee	115	49%
Joseph Rowntree	36	15%
Manor CE Academy	27	12%
All Saints' RC	26	11%
Easingwold	17	7%
Millthorpe Secondary	7	3%
Huntington Secondary	3	1%
Archbishop Holgate's CE Academy	2	1%
York High	1	0%
Total	234	

23. In the current round, Manor has allocated places to 200 pupils, ie 20 above their published limit. Four pupils were allocated a place at Canon Lee despite putting a 1st preference for Manor. Formally increasing the Manor Academy PAN from 180 to 200 could result in more children gaining a place from the Canon Lee catchment in future, depending on the outcome of appeals for places at Manor.
24. However, demand for places from within Manor's priority zone is rising. At time of writing, both Millthorpe and York High are experiencing higher than anticipated demand for September 2015 year 7 places, and are almost full. If this level of demand continues to rise at the current higher than predicted rate, it is estimated that the additional places proposed by Manor may be required to meet demand from the area from 2016/17.
25. Whilst LA officers would prefer a delay to the proposed increase in PAN to this date or beyond in order to help protect Canon Lee (rather than September 2015 as proposed), under current legislation the LA has no direct control over when, and the degree to which, popular and successful academies can expand. The LA must therefore ensure that the impact of the proposed Manor

increase is accurately modelled so Canon Lee can plan accordingly.

Council Plan 2011-2015 Priorities

26. The setting of admission limits forms an integral part of the LA's effective planning of school places. Providing enough high quality school places within city helps lay the foundations for "creating jobs and growing the economy". Schools also have an important role in helping to "build strong communities" within the city, and in the protection of vulnerable children.

Implications

Financial

27. There are no direct financial implications for schools or the LA resulting from determination of admission limits for September 2015.

Human Resources

28. There are no HR implications.

Equalities

29. There are no implications relating to equalities.

Legal

30. Section 142 of the Schools Standards and Framework Act (SSFA) 1998 requires schools to have an admission limit for each 'relevant age group'.
31. The Education (Determination of Admission Arrangements) Regulations 1999 (SI 1999/126) as amended by SI 2002/2896, SI 2007/194 and SI 2012/8 states that admissions authorities must have regard to the capacity assessment of the school when setting admission limits.
32. 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.
33. 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.

34. 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, SI 2007/194 and SI2012/8.

Other Implications

35. There are no specific HR, Equalities, Crime and Disorder, Information technology, or Property implications arising from this report.

Risk Management

36. No direct implications.

Recommendations

37. The Cabinet Member for Education, Children and Young People is recommended to approve:
- the City of York coordinated schemes and admissions policies for both primary and secondary schools for the 2015/16 academic year, as set out in Annexes B-E and Q-S
 - proposed individual school maximum admission limits for the academic year beginning in September 2015, as set out in Annex A

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

Contact Details

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Wards Affected:			All <input checked="" type="checkbox"/>
For further information please contact the author of the report			

Background Papers

None

Annexes

Annex A	List of proposed admission limits for the 2015/16 academic year
Annex B	Coordinated admissions scheme for secondary schools in the area of City of York LA for the 2015/16 academic year
Annex C	Coordinated admissions scheme for primary schools in the area of City of York LA for the 2015/16 academic year
Annex D	Coordinated admissions scheme for junior schools in the area of City of York LA for the 2015/16 academic year

Annex E	2015/16 admissions policy for City of York Council community and voluntary controlled secondary schools
Annex F	2015/16 admissions policy for City of York Council community and voluntary controlled primary schools
Annex G	2015/16 admissions policy for City of York Council junior Schools
Annex H	All Saints RC VA Admissions Policy (2015/16)
Annex I	Archbishop Holgate's CE Academy Admissions Policy (2015/16)
Annex J	Manor CE Academy Admissions Policy (2015/16)
Annex K	Heworth CE Primary Admissions Policy (2015/16)
Annex L	Our Lady Queen of Martyrs RC Primary Admissions Policy (2015/16)
Annex M	St Aelred's RC Primary Admissions Policy (2015/16)
Annex N	St George's RC Primary Admissions Policy (2015/16)
Annex O	St Lawrence's CE Primary Admissions Policy (2015/16)
Annex P	St Wilfrid's RC Primary Admissions Policy (2015/16)
Annex Q	Wheldrake CE Primary Admissions Policy (2015/16)
Annex R	Archbishop Holgate's Year 12 Admissions Policy (2015/16)
Annex S	Fulford Year 12 Admissions Policy (2015/16)
Annex T	Huntington Year 12 Admissions Policy (2015/16)
Annex U	Joseph Rowntree Year 12 Admissions Policy (2015/16)
Annex V	All Saints RC VA Year 12 Admissions Policy (15/16)
Annex W	A3 Map of Proposals (15/16)