

**Notice of a public
Decision Session - Executive Member for Children, Young
People and Education**

To: Councillor Cuthbertson

Date: Tuesday, 15 March 2022

Time: 10.00 am

Venue: The Snow Room - Ground Floor, West Offices (G035)

AGENDA

Notice to Members – Post Decision Calling In:

Members are reminded that, should they wish to call in any item* on this agenda, notice must be given to Democratic Services by **4:00pm on Thursday 17 March 2022.**

*With the exception of matters that have been the subject of a previous call in, require Full Council approval or are urgent which are not subject to the call-in provisions. Any called in items will be considered by the Customer and Corporate Services Scrutiny Management Committee.

Written representations in respect of items on this agenda should be submitted to Democratic Services by at **5.00pm on Friday 11 March 2022.**

1. Declarations of Interest

At this point in the meeting, the Executive Member is asked to declare:

- any personal interests not included on the Register of Interests;
- any prejudicial interests;
- any disclosable pecuniary interests

which they may have in respect of business on this agenda.

2. Minutes

(Pages 1 - 4)

To approve and sign the minutes of the Decision Session held on 11 January 2022.

3. Public Participation

At this point in the meeting members of the public who have registered to speak can do so. Members of the public may speak on agenda items or on matters within the remit of the committee.

Please note that our registration deadlines have changed to 2 working days before the meeting. The deadline for registering at this meeting is at **5.00pm on Friday 11 March 2022**.

To register to speak please visit www.york.gov.uk/AttendCouncilMeetings to fill out an online registration form. If you have any questions about the registration form or the meeting please contact the Democracy Officer for the meeting whose details can be found at the foot of the agenda.

Webcasting of Public Meetings

Please note that, subject to available resources, this public meeting will be webcast including any registered public speakers who have given their permission. The public meeting can be viewed on demand at www.york.gov.uk/webcasts.

During coronavirus, we've made some changes to how we're running council meetings. See our coronavirus updates (www.york.gov.uk/COVIDDemocracy) for more information on meetings and decisions.

4. Term dates for school year 2023-2024 (Pages 5 - 12)

This report seeks approval of the attached school term dates for schools for whom the City of York Council (CYC) is the employer, for the school year beginning in September 2023.

5. Urgent Business

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

Democracy Officer:

Name: Angela Bielby

Contact Details:

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Email – a.bielby@york.gov.uk

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.

This information can be provided in your own language.

我們也用您們的語言提供這個信息 (Cantonese)

এই তথ্য আপনার নিজের ভাষায় দেয়া যেতে পারে। (Bengali)

Ta informacja może być dostarczona w twoim własnym języku. (Polish)

Bu bilgiyi kendi dilinizde almanız mümkündür. (Turkish)

یہ معلومات آپ کی اپنی زبان (بولی) میں بھی مہیا کی جاسکتی ہیں۔ (Urdu)

 (01904) 551550

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City of York Council

Committee Minutes

Meeting	Decision Session - Executive Member for Children, Young People and Education
Date	11 January 2022
Present	Councillor Cuthbertson

9. **Declarations of Interest**

The Executive Member was asked to declare any personal interests not included on the Register of Interests, any prejudicial interests or any disclosable pecuniary interests that he may have in respect of business on the agenda. He confirmed he had none.

10. **Minutes**

Resolved: That the minutes of the Decision Sessions held on 12 October 2021 and 14 December 2021 be approved and signed by the Executive Member as a correct record.

11. **Public Participation**

It was reported that there had been no registrations to speak at the meeting under the Council's Public Participation Scheme.

12. **Admissions Arrangements For The 2023/24 School Year**

The Executive Member opened the item by explaining the reason for the meeting being online, with recommendations put forward for the Chief Operating Officer (COO) to approve. He advised that the COO had confirmed that he was aware of the decisions being taken at the meeting and of consultation that had taken place.

The Executive Member considered a report that sought approval of the admissions policies and published admission numbers (PAN) for community and voluntary controlled schools – schools for whom the City of York Council is the admission authority – for the school year beginning in September 2023. The report also sought approval of the coordinated admissions schemes for the City of York area – for which the City of York Council is the coordinating

Local Authority – for applications to start the school year beginning in September 2023. It also sought approval of the proposed published admission number for two maintained schools – Carr Infant School and Westfield Primary School.

The School Admissions Manager outlined the report. She detailed the proposals for the reduction in the PANs for Carr Infant School and Westfield Primary School, and support for the reduction of the PAN Robert Wilkinson in line with their pupil forecasts. She explained that there had been no changes to CYC admissions policies. Referring to MAT schools, she reported that Heworth CE Primary School and St Lawrence's CE Primary School sought amendments to their admissions policies in line with their CoE Diocese. The change related to the removal of the criteria for other world faiths as this would be encompassed in other parts of their policy. She reported that the admissions consultation responses were limited and it was felt that this was because there had been little change in the admissions policies.

In response to questions from the Executive Member, the Schools Admissions Manager clarified that:

- The council could put forward support or no support for the proposals put forward by the Academy Trusts and they determined their own admissions arrangements.
- Regarding the proposed reduction in the PAN for Carr Infants, she had looked at the PAN reduction requests in line with forecasts for other schools.
- With regard to Westfield and Carr Infant schools it had been agreed that their PANs could increase if required.
- The development on the former British Sugar site was being monitored closely. It had been delayed and there had been discussions with the Carr Infants and its Governing Body regarding their PANs. The reduction in the PAN from 90 to 75 was affected by the development and once the development was underway, officers would look at future pupil numbers.
- Regarding Robert Wilkinson Primary School, there was some uncertainty regarding the use of the barracks. The school was a unique school as it was a village school with no other schools in the area and the school could accept accepted pupils. The council would work closely with the school when the plans for the barracks had been finalised.
- The changes in the admissions policies for Heworth CE Primary School and St Lawrence's CE Primary School.

- The SCAP would be included in the glossary for the report when it was next produced.

The Executive Member then;

Resolved:

- i. That the proposed published admission numbers (PANs) for all City of York Council schools for the school year beginning in September 2023 (including reductions in the PANs for Carr Infant School, Westfield Primary School and support for the reduced PAN for Robert Wilkinson Primary School) as set out in Annex A of the published report be noted, and that the Chief Operating Officer (COO) be recommended to approve the published admission numbers for all City of York Council schools for the school year beginning in September 2023.

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

- ii. That the coordinated schemes and admissions policies for all City of York Council schools for the 2023-2024 school year, as set out in Annexes B – AD of the published report (including proposed changes to Heworth CE Primary School and St Lawrence's CE Primary School Admissions Policies) be noted, and that the Chief Operating Officer (COO) be recommended to approve the coordinated schemes and admissions policies for all City of York Council schools for the 2023-2024 school year.

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

Cllr Cuthbertson, Executive Member

[The meeting started at 10.00 am and finished at 10.24 am].

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**Decision Session – Executive Member for
Education, Children and Young People****15 March 2022**

Report of the Corporate Director of Children, Education and Communities

School term dates for the 2023/2024 school year**Summary**

1. This report seeks approval of the attached school term dates for schools for whom the City of York Council (CYC) is the employer, for the school year beginning in September 2023.

Recommendations

2. The Executive Member for Education, Children and Young People is recommended to approve:

- the draft term dates as in Annex A

Reason: to meet the statutory requirements of legislation including the Education Act 2002, (Section 32), and other related legislation.

Background

3. City of York Council (CYC) aims to ensure that term dates set for future school years are appropriate for both schools and residents. In setting term dates the council has also considered the term dates set by neighbouring LA's to ensure that there is an alignment to prevent potential disruption for parents/carers who have children in or work in schools in neighbouring LAs.
4. Term dates are set annually by CYC on behalf of all schools for whom CYC is the employer – that is all community, voluntary-controlled, community special or maintained nursery schools. The responsibility for setting term dates for other types of schools rests with the employers (governing body/academy trusts). Historically these schools have followed the dates set by CYC, with very little deviation from the agreed dates by academy trusts.
5. A coordinated method to developing school term dates continues to be in place across 25 LAs in the North East, Yorkshire and the Humber regions. The aim of coordinating the approach was to

mitigate the impact of varying term dates for those families who live, go to school, or are employed by schools in more than one LA area. These principles, followed independently by each LA each year create harmonised dates and reduce any unwelcome variation, whilst maintaining the length of terms and key holiday periods and avoiding split weeks.

6. The council has strictly followed these guiding principles, with the aim of minimising any differences with other LAs in previous years. Some LAs have varied these dates locally or for other objectives such as to equalize the length of some half terms or to reflect local priorities. Notably Leeds and Sheffield have in recent years set a fixed Easter break in the first two weeks in April that results in some differences from other LAs who, in line with these regional principles – arrange a fortnight’s school holiday around the Easter weekend.
7. Building on coordinated term dates, officers have continued to work with an increasing number of other LAs to further the regional use of these agreed set of principles for future school years, and to produce sets of dates with as few differences as possible to minimise potential problems for parents/carers.

Dates for the 2023-2024 school year

8. As there has not yet been a substantial move by any local academy to start to exercise their freedom to vary their term dates, and whilst there remains a ‘mixed economy’ of community and academy schools it would seem appropriate for the council to continue to set term dates that apply to all schools where CYC is the employer, and for other schools and academies to follow these dates in the interests of residents.
9. For the 2023 school year, officers have therefore again developed a set of draft dates that follow regional principles as discussed in the Yorkshire and Humber Admissions Group. These are detailed in Annex A.
10. It was recognised that it is collectively in the interest of all LAs to align dates save for those LAs with a fixed Easter break (Leeds and Sheffield); it is likely that all remaining LAs who have thus far participated with the regional group will likely set dates identical to York’s for the 2023 school year. This includes our immediate

neighbours North Yorkshire County Council (NYCC) and East Riding of Yorkshire Council (ERYC), subject to their own consultations and decision making procedures.

11. These term dates and bank holiday dates are correct at the time of consultation and determination. If there are any changes to national bank holidays, City of York Council will amend the term dates accordingly to ensure that there are 195 leave days, not including the 5 school training days determined by each school. As was required when the additional Jubilee bank holiday was awarded in 2021/2022 academic year.

Consultation

12. Between 7th January and 7th February 2022, all York schools, regardless of school type (community, academy etc.) were provided with these draft dates and the regional principles for comment, with the dates being made available on yorkeducation.co.uk, CYC's school-facing website.
13. Within the consultation period, we received one school feedback which supported the draft term dates.

Future Strategy

14. Several other LAs in the region have, adopted these regional principles formally. In meeting in September 2019, other LAs indicated they also wish to formalise the principles through their respective decision making processes. Many expressed their wishes to act in concert with CYC and recommend to their respective decision-makers to:
 - i. follow the agreed regional principles in future years and only deviate from these where there was good reason to do so on a local level – for example for a fixed Easter break;
 - ii. continue to work collaboratively across the region by setting out a clear policy and communicating draft dates for forthcoming years, and coordinating the timing and release of these dates for the next year collectively in future;

Options

15. The Executive Member for Education, Children and Young People is recommended to approve:

- i. the draft term dates as in Annex A for the 2023-2024 school year

Council Plan

Safe Communities and Culture for All.

16. The setting of coordinated term dates in assists resident families' planning and reduces the amount of time families with children at more than one school have to arrange alternative childcare or time away from their employment.

A Greener and Cleaner City of York Council

17. The setting of coordinated term dates allows for resident families with more than one child to transport to school to coordinate their school attendance and reduce the need to transport children to different LAs for different school holidays so minimising transport for school purposes.

A Better Start for Children and Young People

18. A region wide agreement to implement term date principles allows transparent, consistent and effective use of school holidays to facilitate parents/carers across the region making plans for the school holidays in advance.

An Open and Effective Council

19. An open and transparent term date consultation involving all community, voluntary aided, voluntary controlled and academy schools allows for fair, effective and efficient coordination of school term dates for all.

Implications

Financial

20. Where schools/academies set different term dates to other schools can increase the costs of home to school transport into some schools where training days and term dates are not aligned. For this reason early setting of term dates where all schools have had the opportunity to influence these dates reduce the likelihood of this happening.

Human Resources

21. There are no HR implications.

Equalities

22. There are no implications relating to equalities.

Legal

23. There are no legal implications; so long the LA sets term dates for schools for whom the LA is the employer.

Crime and Disorder

24. There are no Crime and Disorder implications.

Information Technology (IT)

25. There are no IT implications.

Property

26. There are no property implications.

Other Implications

27. There are no other implications.

Risk Management

28. Due to the previous school closures caused by the Covid-19 restrictions, we do not know what measures will be required in the future. This could have a longer-term impact on future academic term dates, which are unknown at this point.

Contact Details

Author:

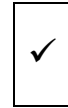
Rachelle White
School Admissions Manager
Children, Education and

Chief Officer Responsible for the report:

Jamaila Hussain
Director of Prevention Commissioning
and Education.

Communities
01904 554239

**Report
approved**



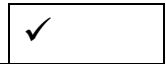
Date 08/02/22

Specialist Implications Officer(s)

None

Wards Affected:

All



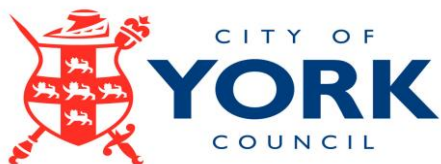
For further information please contact the author of the report

Background Papers

None

Annexes

Annex A 2023-2024 proposed York term dates for adoption



Children, Education and Communities

School Term and Holiday Dates

2023/2024 **DRAFT**

	AUGUST 2023	SEPTEMBER 2023	OCTOBER 2023	NOVEMBER 2023	DECEMBER 2023	JANUARY 2024
Monday	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
Tuesday	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
Wednesday	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
Thursday	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
Friday	4 11 18 25	1 8 15 22 29	6 23 20 27	3 10 17 24	1 8 15 22 29	5 12 19 26
Saturday	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
Sunday	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

	FEBRUARY 2024	MARCH 2024	APRIL 2024	MAY 2024	JUNE 2024	JULY 2024
Monday	5 12 19 26	4 11 18 25	1 8 15 22 29	6 13 20 27	3 10 17 24	1 8 15 22 29
Tuesday	6 13 20 27	5 12 19 26	2 9 16 23 30	7 14 21 28	4 11 18 25	2 9 16 23 30
Wednesday	7 14 21 28	6 13 20 27	3 10 17 24	1 8 15 22 29	5 12 19 26	3 10 17 24 31
Thursday	1 8 15 22 29	7 14 21 28	4 11 18 25	2 9 16 23 30	6 13 20 27	4 11 18 25
Friday	2 9 16 23	1 8 15 22 29	5 12 19 26	3 10 17 24 31	7 14 21 28	5 12 19 26
Saturday	3 10 17 24	2 9 16 23 30	6 13 20 27	4 11 18 25	1 8 15 22 29	6 13 20 27
Sunday	4 11 18 25	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

These are the recommended term dates provided by City of York Council for schools in the City of York area, although some schools may choose to adopt different dates. This pattern of dates leaves 195 days. However, schools will also be closed to pupils for 5 School Training/Professional Development Days. Each school determines when these training days will take place. The training days should be communicated with parents/carers and advertised on the school website.

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