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

**11 February 2020**

Report of the Corporate Director of Children, Education and Communities

### **Additional admissions consultation for the 2021-2022 school year relating to Bishopthorpe Infant School.**

#### **Summary**

1. This report seeks approval of the reduction of the published admission number (PAN) for Bishopthorpe Infant School for whom the City of York Council is the admission authority – for the school year beginning in September 2021.

#### **Recommendations**

2. The Executive Member for Education, Children and Young People is recommended to approve:
  - The proposed published admission numbers for all City of York Council schools for the school year beginning in September 2021, as set out in Annex A.

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

#### **Background**

3. It is the duty of the admission authority to carry out a consultation each year on admission arrangements where these have changed, or at least once every seven years. Admission arrangements include the admissions policy and the published admission number (PAN) for each school. A full coordinated consultation took place 06 October 2019 until 29 November 2019 however during the period Bishopthorpe Infant School advised that they wished to reduce their PAN and as such an additional consultation was arranged which took place from 01 October 2019 until Friday 17 January 2020.

4. In the case of Bishopthorpe Infant School as a maintained schools, the admission authority is the local authority (LA).
5. Published admissions numbers (PANs) are important because they relate to the maximum number of children it intends to admit in the year of entry, in the case of Bishopthorpe Infant School this relates to school entry into reception.

## **Consultation**

6. The School Admissions Code of Practice 2014 requires that where consultation takes place it must be for a minimum of 6 weeks between 01 October and 31 January. Determination of these admission arrangements by admission authorities must be completed by 28 February 2020 for the school year beginning in September 2021. This timeframe means that consultation on arrangements takes place up to 23 months before children would be due to start school.
7. Neighbouring LAs, school head teachers, governing bodies, dioceses, and those that had previously expressed a continued interest in school admissions in York were sent details of the Bishopthorpe Infant School additional consultation. The views of residents and parent/carers were also sought with details being published on Bishopthorpe Infant School website and City of York Council website. Three people replied to the consultation, their emails were received and responded to.
8. The consultation ran from 06 December 2019 until 17 January 2020 and included the PAN reduction and admission arrangements for Bishopthorpe Infant School for the 2021-2022 school year (although the admission arrangements remained unchanged). Information was made widely available online on the Bishopthorpe Infant School website, City of York Council website and emails to neighbouring LAs, school head teachers, governing bodies, dioceses, and those that had previously expressed a continued interest in school admissions in York.

## **Options**

9. The recommendations in this report have been prepared following consultation with Bishopthorpe Infant School. The Executive Member can approve, reject or modify the proposals

## **Admissions Policies**

10. The LA on the proposed admissions arrangements for the 2021-2022 school year. The City of York has proposed the published admission number (PAN) reduction for Bishopthorpe Infant School, highlighting any changes in Annex A.
11. The coordinated schemes are applicable to all state funded schools in York including Bishopthorpe Infant School are unchanged during this additional consultation.
12. The City of York admissions policy for each year of entry is applicable to all schools for which the LA is the admission authority; that is all community and voluntary controlled schools including Bishopthorpe Infant School are unchanged during this additional consultation.

## **Published Admission Numbers (PAN)**

13. The following general principles should apply when considering increases in PANs:
  - a) The school should have enough physical space to accommodate a full complement of children in each year group, based on the proposed number (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 proposed 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.
14. The following general principles should apply when considering decreases in PANs:
  - a) The school must still be able to accommodate demand from within their local area (catchment area, parish or priority area).

- b) The requested 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.

### **City of York proposals**

- a) The following changes in PAN have been proposed Bishopthorpe Infant School for whom the LA is their admissions authority.
15. Based on the principles in paragraph 14, officers propose, following detailed investigation of potential implications, the following change to PANs:

<b>School</b>	<b>Proposal</b>	<b>Recommendation</b>	<b>Reason</b>
Bishopthorpe Infants School	Decrease PAN from 60 to 50	Approve	To aide the school with more appropriate class organisation and use of resources

### **Analysis – Bishopthorpe Infant School**

16. The LA received a request from the governing body to lower the published admission number from 60 to 50. The head teacher of the school has outlined to officers how the school could plan appropriately around this lower PAN within the existing school estate whilst supporting teaching and learning at the school.
17. Bishopthorpe Infant School is located within Planning Area 5, which has 4 primary schools Dringhouses Primary School, Copmanthorpe Primary School, Woodthorpe Primary School and St Mary’s CE Primary School. The planning area also includes Archbishop of York C of E Junior School. Pupil forecasts for reception year of entry for the planning area show significant surplus in the coming years from September 2021.

Forecast Pupil Numbers by Reception for Planning Area 5					
	2019/20	2020/21	2021/22	2022/23	2023/24
Reception Demand	211	239	212	217	219
Reception Places	240	240	240	240	240
Surplus/Deficit	29	1	28	23	21
Surplus with PAN reduction			18	13	11

18. In recent years, the number of places allocated at the year of entry to Bishopthorpe Infant School has been below the PAN of 60. In 2017 56 places were allocated, 59 places in 2018 and only 51 places were allocated in 2019.
19. The reasons stated by the school Head teacher for this request are that there were 29 surplus reception places within planning area 5 in 2019/20. Although forecasts show a bulge in 2020/21 with 1 surplus place, Bishopthorpe will continue their existing PAN of 60 to accommodate this, with the proposed reduction coming into effect in September 2021.
20. Projected birth rates data for the number of children expected to be born in the Bishopthorpe catchment area and the projected number of children expected to be living in catchment at the reception year of entry are significantly below the proposed PAN illustrating that Bishopthorpe Infant School would still be able to provide school places to catchment children.

Reception Year	Actual Births		Projected Births							
	2020/21	2021/22	2022/23	2023/24	2024/25	2025/26	2026/27	2027/28	2028/29	2029/30
Number of children born or expected to be born in catchment	31	27	28	29	29	29	28	29	30	30
Number projected to be living in catchment to start reception	42	36	37	39	39	39	37	39	40	40

21. The reduced PAN and reorganised class structure would allow for the physical spaces to be utilised more effectively and also increase to possibility of areas to use for interventions and other activities.
22. Reducing the PAN would allow the school to make strategic decisions about structures and resources that will allow the school to run in a financially sustainable manner to best meet the needs of the children and the local community.
23. The school have committed to review this should numbers and/or demand increase again in the future. However there are currently no plans for future housing developments in the surrounding area that would attract young families.
24. On balance, officers recommend that the decrease be approved for the reasons above.
25. No other increases or decreases are being proposed by officers within this report.

### **Admission Consultation Responses**

26. All maintained schools and academies in York were asked for their comments on admission arrangements and proposed PAN reduction however no school-based responses were received.
27. Consultation responses were received from 3 members of the public which were responded to. The main queries raised within the responses were regarding the availability of places for children within Bishopthorpe and whether there will be sufficient places for children living within the village. Responses were provided with information regarding pupil projections within the planning area and year of entry projections for the school catchment area (point 17 and 20). One query also included the suggestion of Bishopthorpe Infant School and Archbishop of York's CE Junior should be a primary school and the inconvenience of the junior application process. Queries were comprehensively replied to within the consultation period and no further replies have been received to date (21 January 2020).
28. No other consultations are taking place.

## **Council Plan**

### **Safe Communities and Culture for All.**

29. When schools are able to change their published admission numbers to the benefit of their pupils, staff and the local community, it illustrates a great deal of consideration for the needs of the local community and provides an effective learning environment for all.

### **A Greener and Cleaner City of York Council**

30. The Admission Consultation within the City of York focuses on providing a local school for local children. Attending a local school allows greater opportunity for children and parents to walk or cycle to school supporting the plans for City of York to reach zero carbon emissions by 2030.

### **A Better Start for Children and Young People**

31. Published admission numbers that are agreed and fully consulted on ensures that all school admission policies are aligned and ensures fair access to education for all children and young people.

### **An Open and Effective Council**

32. An open and transparent admission consultation inviting responses from all community, voluntary aided, voluntary controlled and academy schools allows for fair, effective and efficient coordination of school admissions for all.

## **Implications**

### **Financial**

33. Changes to admission limits at schools has no direct impact on Local Authority funding as the council will continue to be funded for all pupils at the same level, regardless of the schools that they attend. For individual schools, pupil numbers does have an impact on school funding, particularly if the school is changing in size, as pupil led funding is lagged (based on the previous autumn census numbers for the following financial year). For Bishopthorpe Infant School wishing to decrease pupil numbers, they are protected from

funding reductions for those pupils for 7 months (12 months for academies) but will need to adjust their budgets during that period to manage the subsequent funding reduction. The Headteacher is aware of the financial implications and is confident that the decrease in pupil numbers and subsequent funding has been planned for and that strategic decision making regarding class organisation and resource management will prevent any negative impact on the financial position of the school.

### **Human Resources**

34. There are no HR implications.

### **Equalities**

35. There are no implications relating to equalities.

### **Legal**

36. Under section 88C of the School Standards and Framework Act 1998 (SSFA) and Regulation 15 of the Schools Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012 the admission authority must before the beginning of each school year, determine the admission arrangements which are to apply for that year and must carry out consultation about the proposed arrangements, unless there has been no change in the admissions arrangements in any of the six preceding determination years.
37. Under Regulation 2 of the Schools Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012, “determination year” in relation to the proposed admission arrangements for a school means the school year beginning two years before the school year to which the arrangements relate.
38. Section 88D of the SSFA requires an admission authority for a maintained school to include a determination of the number of pupils in each relevant age group that it is intended to admit to a school in that year.
39. Under Regulation 18 of the Schools Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012 (as provided by Section 92 of the SSFA) a local authority must publish on or before 15 March in the



determination year, the proposed admission arrangements for any school or Academy which is intended to open in their area within the determination year.

40. Regulation 28 of the Schools Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012 requires a local authority to inform the Secretary of State on or before 28 February in the determination year whether they have secured the adoption of a qualifying scheme or not.

### **Crime and Disorder**

41. There are no Crime and Disorder implications.

### **Information Technology (IT)**

42. There are no IT implications.

### **Property**

43. There are no property implications.

### **Other Implications**

44. There are no other implications.

### **Risk Management**

45. No direct implications.

### **Contact Details**

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<b>Specialist Implications Officer(s)</b> Legal: Peter Cairns Employment / Education Lawyer 01904 551095				
<b>Wards Affected:</b>			<b>All</b>	✓
<b>For further information please contact the author of the report</b>				

## Background Papers

None

## Annexes

<b>Annex A</b>	2021/22 Proposed Published Admission Numbers
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