



## Notice of a public

### Decision Session - Executive Member for Education, Children and Young People

**To:** Councillors K Myers

**Date:** Tuesday, 19 February 2019

**Time:** 4.00 pm

**Venue:** The Craven Room - Ground Floor, West Offices (G048)

## 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, 21 February 2019.**

\*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, 15 February 2019.**

#### 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 - 2)  
To approve and sign the minutes of the Decision Session held on 22 January 2019.

- 3. Public Participation**  
At this point in the meeting, members of the public who have registered to speak can do so. The deadline for registering is **5.00pm on Monday, 18 February 2019**. Members of the public can speak on agenda items or matters within the Executive Member's remit. To register to speak please contact the Democracy Officer for the meeting, on the details at the foot of the agenda.

### **Filming, Recording or Webcasting Meetings**

Please note that, subject to available resources, this meeting will be filmed and webcast ,or recorded, including any registered public speakers who have given their permission. The broadcast can be viewed at <http://www.york.gov.uk/webcasts> or, if recorded, this will be uploaded onto the Council's website following the meeting.

Residents are welcome to photograph, film or record Councillors and Officers at all meetings open to the press and public. This includes the use of social media reporting, i.e. tweeting. Anyone wishing to film, record or take photos at any public meeting should contact the Democracy Officer (contact details are at the foot of this agenda) in advance of the meeting.

The Council's protocol on Webcasting, Filming & Recording of Meetings ensures that these practices are carried out in a manner both respectful to the conduct of the meeting and all those present. It can be viewed at

[https://www.york.gov.uk/downloads/file/11406/protocol\\_for\\_webcasting\\_filming\\_and\\_recording\\_of\\_council\\_meetings\\_20160809](https://www.york.gov.uk/downloads/file/11406/protocol_for_webcasting_filming_and_recording_of_council_meetings_20160809)

- 4. School Term Dates for the 2020/21 School Year** (Pages 3 - 16)

This report seeks approval for the 2020/21 term dates of schools for which City of York Council (CYC) is the employer and provides an update on the agreed strategy for setting term dates for future school years alongside CYC's neighbouring authorities.

## 5. Urgent Business

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

Democracy Officer:

Name: Fiona Young

Contact Details:

Telephone – (01904) 552030

Email – [fiona.young@york.gov.uk](mailto:fiona.young@york.gov.uk)

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

- Registering to speak
- Business of the meeting
- Any special arrangements
- Copies of reports and
- For receiving reports in other formats

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**



City of York Council

Committee Minutes

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Meeting	Decision Session - Executive Member for Education, Children and Young People
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Date	22 January 2019
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Present	Councillor K Myers
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### 1. **Declarations of Interest**

The Executive Member declared a personal interest in Agenda Item 4 (Coordinated Admissions Schemes and Admission Arrangements for the 2020-2021 School Year), as his wife was a teacher at Our Lady Queen of Martyrs RC Primary School in York.

### 2. **Minutes**

Resolved: That the minutes of the Decision Session held on 20 February 2018 be approved and signed as a correct record.

### 3. **Public Participation**

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

### 4. **Coordinated Admissions Schemes and Admission Arrangements for the 2020-2021 School Year**

The Executive Member considered a report which sought approval for proposed admissions policies and published admissions numbers for:

- community and voluntary controlled schools (for which City of York Council (CYC) was the admission authority) and
- co-ordinated admissions schemes for the City of York area, for which CYC was the co-ordinating local authority with regard to the school year beginning in September 2020.

Consultation carried out on the proposals was detailed in paragraphs 10 to 18 of the report. The Executive Member had the option to approve, reject or modify the proposals relating to community and voluntary controlled schools and could choose

to raise a statutory objection to the admission arrangements of voluntary aided and academy schools.

The following proposed changes to published admissions numbers (PANs) were detailed in paragraphs 30 to 50:

- Voluntary controlled schools: St Paul's CE Primary - increase from 27 to 28. Recommended for approval.
- Voluntary aided / academy schools: Manor CE Academy – increase from 232 to 240 and Vale of York Academy – decrease from 190 to 150. Both recommended not to oppose.

These changes were included in the proposed admission numbers attached at Annex A.

In response to questions from the Executive Member, officers at the meeting confirmed that admissions arrangements for voluntary aided and academy schools were broadly similar to those for the local authority's schools. It was considered to be in the interests of residents to align these processes as far as possible in order to maintain equality of opportunity. The Executive Member thanked officers for their comprehensive report and

Resolved: (i) That the coordinated schemes and admission policies for all City of York Council schools for the 2020-2021 school year, as set out in Annexes B-I and AB-AF to the report, be approved.

(ii) That the proposed published admission numbers for all City of York Council schools for the school year beginning in September 2020, as set out in Annex A, be approved.

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

Cllr K Myers, Chair

[The meeting started at 4.40 pm and finished at 4.50 pm].



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**Decision Session – Executive Member  
for Education, Children and Young  
People****19 February 2019**

Report of the Corporate Director of Children, Education and Communities

**School term dates for the 2020/2021 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 2020.
2. It also provides an update on the previously agreed strategy for setting future term dates alongside our neighbouring local authorities (LAs) for future school years.

**Recommendations**

3. 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.

Also to approve:

- the continued use of a regional approach and adherence to the principles of setting future term dates that were previously agreed between 25 local authorities, as set out in Annex C

**Background**

4. This report provides an update on progress made in the last 12 months towards establishing a robust process for setting future school term dates for our schools, alongside an increasing number of partner LAs across the region with similar aims.

5. CYC aims to ensure that term dates set for future school years are appropriate for both schools and residents, including not only parent/carers and pupils wholly within the York LA area, but those with children attending, or those parent/carers themselves employed in schools in neighbouring LA areas.
6. 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), though these schools have traditionally followed those dates set by CYC, with very little deviation from the CYC set dates by academy trusts.
7. A coordinated method to developing school term dates has been in place across 25 LAs in the North East, Yorkshire and the Humber regions since around 2012. 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 (as summarised as local policy in Annex C), followed independently by each LA each year would create harmonised dates and reduce any unwelcome variation, whilst maintaining the length of terms and key holiday periods and avoiding split weeks.
8. CYC have strictly followed these guiding principles with the aim of minimising any differences with other LAs in previous years, though other 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.
9. Building on work in 2017, throughout 2018 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.

### **Dates for the 2020/2021 school year**



10. Whilst a regionally agreed set of principles remains in place, it seems sensible that York dates for the 2020/2021 school year and beyond be generated from these.
11. 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 CYC 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.
12. For the 2020/2021 school year, officers have therefore again developed a set of draft dates that follow these regional principles. These are detailed in Annex A.
13. In September 2018 officers arranged a regional meeting of several LAs beyond our immediate neighbours, to formulate a shared approach following these principles. Two options of dates were drafted – those that followed the principles exactly and those that followed the principles with the exception of the fixed Easter break.
14. This exercise was undertaken at this meeting for the 2020/2021, 2021/2022 and 2022/2023 school years as a means of forward planning as authorised by the Executive Member in February 2018. In two of the next 3 years (2020/2021 and 2021/2022) there is only one week's difference in these two options of dates, and in one of the next three years (2022/23), there is no difference between these options of formulating dates – that is the Fixed Easter break in the first two weeks of April aligns perfectly with the two week break centred around the Easter weekend.
15. It was recognised that it is collectively in the interest of all LAs to align dates and 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 2020/2021 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.

16. The list of LAs working more closely together and communicated with regarding this regional approach now includes all LAs across Yorkshire, plus Lincolnshire County Council.

## **Consultation**

17. Between 20 November 2018 and 21 December 2018, 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 the [yorkeducation.co.uk](http://yorkeducation.co.uk), CYC's school-facing website.
18. No school has formally responded to the consultation, although school leaders informally have raised with officers their wish to align dates, particularly for academy trusts that increasingly operate across more than one LA area.

## **Future Strategy**

19. Several other LAs in the region have in the last 12 months, alongside York, adopted these regional principles formally. In meeting in September 2018, other LAs indicated they may too 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;
20. It was proposed that CYC host a further meeting in 2019 and continue our role in coordinating future dates between regional LAs proactively as in the current school year.

## **Options**

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

- i. the draft term dates as in Annex A for the 2020/2021 school year
- ii. the continued application of the principles of setting future term dates as set out in Annex C, and to instruct officers to work to the aims of Paragraph 19 above.

### **Council Plan**

22. **Prosperous City for all** – 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.
23. **A council that listens to residents** – residents are served best by coordinating term dates between all schools where they attend or are employed. Where there are differences, these differences are often queried by residents.
24. **A focus on frontline services** – setting dates well in advance gives residents clarity in regard to school holidays.

### **Implications**

#### **Financial**

25. 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**

26. There are no HR implications.

#### **Equalities**

27. There are no implications relating to equalities.

**Legal**

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

**Crime and Disorder**

29. There are no Crime and Disorder implications.

**Information Technology (IT)**

30. There are no IT implications.

**Property**

31. There are no property implications.

**Other Implications**

32. There are no other implications.

**Risk Management**

33. No direct implications.

**Contact Details**

<b>Author:</b>	<b>Chief Officer Responsible for the report:</b>		
Tom Chamberlain School Services Manager – Policy and Strategy Children, Education and Communities 01904 554239	Amanda Hatton Corporate Director of Children, Education and Communities		
	<b>Report approved</b>	✓	<b>Date</b> 5/2/19
<b>Specialist Implications Officer(s)</b> None			
<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>	<b>2020/2021 proposed York term dates for adoption</b>
<b>Annex B</b>	<b>2020/2021 Yorkshire LAs draft options</b>
<b>Annex C</b>	<b>Setting the School Calendar – Guiding Principles</b>

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## Children, Education and Communities School Term and Holiday Dates 2020/2021 **DRAFT**

	AUGUST 2020	SEPTEMBER 2020	OCTOBER 2020	NOVEMBER 2020	DECEMBER 2020	JANUARY 2021
Monday	3 10 17 24 <b>31</b>	7 14 21 28	5 12 19 26	2 9 16 23 30	7 14 21 <b>28</b>	4 11 18 25
Tuesday	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
Wednesday	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
Thursday	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
Friday	7 14 21 28	4 11 18 25	2 9 16 23 30	6 13 20 27	4 11 18 <b>25</b>	<b>1</b> 8 15 22 29
Saturday	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
Sunday	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

  

	FEBRUARY 2021	MARCH 2021	APRIL 2021	MAY 2021	JUNE 2021	JULY 2021
Monday	1 8 15 22	1 8 15 22 29	<b>5</b> 12 19 26	<b>3</b> 10 17 24 <b>31</b>	7 14 21 28	5 12 19 26
Tuesday	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
Wednesday	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
Thursday	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
Friday	5 12 19 26	5 12 19 26	<b>2</b> 9 16 23 30	7 14 21 28	4 11 18 25	2 9 16 23 30
Saturday	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
Sunday	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

■ 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 and individual schools should be contacted to ascertain when pupils will not attend.

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## Yorkshire LAs Term Dates Working Group 2020/2021 **OPTION 1 - AS PER GUIDELINES**

	AUGUST 2020					SEPTEMBER 2020					OCTOBER 2020					NOVEMBER 2020					DECEMBER 2020					JANUARY 2021						
Monday		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
Tuesday		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					
Wednesday		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					
Thursday		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					
Friday		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					
Saturday	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					
Sunday	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					
					0					18					17						21					14					20	

	FEBRUARY 2021					MARCH 2021					APRIL 2021					MAY 2021					JUNE 2021					JULY 2021					
Monday	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
Tuesday	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
Wednesday	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
Thursday	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	
Friday	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	
Saturday	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	
Sunday	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		
					15					20					15						19					18					18

Bank Holiday  
 School Holiday

These are the recommended term dates provided by the Yorkshire LAs Term Dates Working Group following the regional guidelines between LAs across Yorkshire, the Humber and the North East in 2012. This pattern of dates leaves 195 days (before accounting for 5 School Training/Professional Development Days when schools are closed to pupils).

Total 195

## Yorkshire LAs Term Dates Working Group 2020/2021 **OPTION 2 - FIXED EASTER**

	AUGUST 2020					SEPTEMBER 2020					OCTOBER 2020					NOVEMBER 2020					DECEMBER 2020					JANUARY 2021						
Monday		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
Tuesday		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	
Wednesday		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	
Thursday		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	
Friday		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		
Saturday	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	
Sunday	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	
					0					18					17						21						14					20

	FEBRUARY 2021					MARCH 2021					APRIL 2021					MAY 2021					JUNE 2021					JULY 2021						
Monday	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	
Tuesday	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	
Wednesday	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	
Thursday	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	
Friday	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	
Saturday	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	
Sunday	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		
					15					23					11						19						18					19

Bank Holiday  
 School Holiday

These are the recommended term dates provided by the Yorkshire LAs Term Dates Working Group following the regional guidelines between LAs across Yorkshire, the Humber and the North East in 2012. This pattern of dates leaves 195 days (before accounting for 5 School Training/Professional Development Days when schools are closed to pupils).

Total 195



## Setting the School Calendar - Guiding Principles

- 1.0 These principles are derived from a previous agreement between the following Authorities in 2012, who committed to working together to establish as far as possible common school term dates each year:

### **Yorkshire Authorities:**

Barnsley	Leeds
Bradford	North Yorkshire
Calderdale	Rotherham
Doncaster	Sheffield
East Yorkshire	Wakefield
Hull	York
Kirklees	

### **North East Authorities:**

Cumbria	Northumberland
Darlington	North Tyneside
Durham	Redcar/Cleveland
Gateshead	South Tyneside
Hartlepool	Stockton
Middlesbrough	Sunderland

- 2.0 The school year will consist of 195 school days. Pupils must attend on 190 of those days.

### **3.0 Length of terms**

Terms should be of equal length and split weeks avoided or kept to a minimum. Where there are an odd number of weeks the second half term should be the shorter of the two.

### **4.0 Start of the School Year**

The school year should start on the first Monday in September.

### **5.0 Autumn Half Term**

The Autumn half term break should be a five day period Monday to Friday, taking into account point 3.

### **6.0 Christmas Break**

The Christmas break should be at least 10 weekdays, and should start on the Friday which is on or prior to the 22 December. It will include the New Year's day holiday which is outside that period, and the day after New Years Day, where this is a weekday.

## 7.0 **February Half Term**

The February half term holiday should be a five day period Monday to Friday, taking into account point 3.

## 8.0 **Easter Break**

The Spring Term should end on the Friday before Good Friday. The holiday will be 10 weekdays.

This may change where it would result in exceptionally short half term(s), though such a change would be in consultation with neighbouring Local Authorities.

## 9.0 **Spring Bank Half Term**

The Spring Bank half term should be five days Monday to Friday from the statutory holiday which falls on the last Monday in May.

## 10.0 **End of the School Year**

Taking into account the above pattern, term should end on the date which achieves 195 school days of which five days should be declared as training days. The academic year should normally end on the third Friday in July.