



Notice of a public meeting of

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

To: Councillor Mercer

Date: Tuesday, 20 February 2018

Time: 4.00 pm

Venue: The Auden Room - Ground Floor, West Offices (G047)

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, 22 February 2018**.

*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 Corporate and Scrutiny Management Policy and Scrutiny Committee.

Written representations in respect of items on this agenda should be submitted to Democratic Services by at **5.00pm on Friday, 16 February 2018**.

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 or
- any disclosable pecuniary interests

which he might 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 16 January 2018.

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, 19 February 2018**. 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

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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.

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https://www.york.gov.uk/downloads/file/11406/protocol_for_webcasting_film_and_recording_of_council_meetings_20160809

4. Term dates for the 2019/20 School Year (Pages 3 - 14)

This report seeks approval for proposed term dates for City of York's local authority run schools, and a strategy for setting future term dates along with neighbouring local 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

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 (Polish)
własnym języku.

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

Meeting	Decision Session - Executive Member for Education, Children and Young People
Date	16 January 2018
Present	Councillor Rawlings

23. 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.

No additional interests were declared.

24. MINUTES

Resolved: That the minutes of the Decision Session held on 26 September 2017 be approved and signed as a correct record.

25. PUBLIC PARTICIPATION

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

26. ADMISSIONS ARRANGEMENTS FOR THE 2019/20 SCHOOL YEAR

The Executive Member considered a report which sought approval for proposed admissions policies and admissions numbers in community and voluntary controlled schools as well as for co-ordinated admissions schemes in the City of York area, with regard to the school year beginning in September 2019.

The Corporate Director of Children, Education and Communities and the School Services Manager (Policy and Strategy) were in attendance to outline the report and answer potential questions.

It was clarified that the proposed changes to the policies were minor and in accordance with current law and practice. It was also added that there were no major changes in the published admission numbers (PANs), except for Osbaldwick Primary School, where, if approved, the numbers would decrease from 60 to 45 in order to help the school with more appropriate class organisation and use of resources. It was explained that, should the demand in the local area increase, the school would revert its admission numbers back to its current state. It was also highlighted that the number of siblings who had not been admitted to the same school was low (n = 6 in 2017) and that additional guidance to parents had been produced on that matter. Finally, it was stated that there were no statutory objections made to any of the arrangements highlighted in the report.

The Executive Member thanked the Officers for their detailed, succinct and easy to understand report. It was acknowledged that, although the amendments in the report were minor, it was important that the Executive was made aware of the current policy and that it made the decision in relation to these changes. The Executive Member added that this was not to set a precedent and that future reports could be taken at the Executive Member Decision Sessions. It was, therefore,

Resolved: That the item be referred to the Executive meeting taking place on 08 February 2018.

Reason: In order to account for the fact that minor changes to the admission arrangements have been made in recent years and that, therefore, it is important that the Executive are made aware of the current policies and the changes proposed for the next admissions round.

Cllr S Rawlings, Executive Member
[The meeting started at 4.00pm and finished at 4.10pm].



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

20 February 2018

Report of the Corporate Director of Children, Education and Communities

School term dates for the 2019/2020 school year

Summary

1. This report seeks approval of the attached school term dates for schools for whom the Local Authority (LA) is the employer, for the school year beginning in September 2019.
2. It also seeks approval of a strategy for setting future term dates alongside our neighbouring Local Authorities 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 principles of setting future term dates that were previously agreed between 25 Local Authorities, as set out in Annex B

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. It also contains information on developing our relationships with neighbouring LAs in our current practices.

5. The LA 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 the LA on behalf of all schools for whom the LA 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 the LA.
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 B), 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. 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.
8. Throughout 2017, officers have worked with officers of our neighbouring LAs to further the regional use of these agreed set of principles for future school years, and in the absence of any change of government policy to amend these roles and responsibilities, 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.

Dates for the 2019/20 school year

9. Whilst a regionally agreed set of principles remains in place, it seems sensible that these principles should continue to be consulted and York dates for the 2019/2020 school year and beyond be generated from these.

10. 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 LA to continue to set term dates that apply to all schools where the LA is the employer, and for other schools and academies to follow these dates in the interests of residents.
11. For the 2019/20 school year, officers have therefore again developed a set of draft dates that follow these regional principles. These are detailed in Annex A.
12. In October 2017 officers shared these dates and principles with colleagues from our two neighbouring LAs – North Yorkshire County Council (NYCC) and East Riding of Yorkshire Council (ERYC), who following a sub-regional meeting in November 2017 have now drafted identical dates to those proposed by CYC. Since this time other LAs such as Hull have also been consulted and confirmed that identical dates will be recommended through their respective processes.

Consultation

13. Between 12 December 2017 and 12 January 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, CYC's school-facing website.
14. No school has formally responded to the consultation, although several head teachers have in conversations with officers raised that aligning the dates with our two neighbouring LAs and all York schools following the same dates should be considered the two most important objectives.

Future Strategy

15. In November 2017, in addition to agreeing draft dates for 2019/20, officers from NYCC and ERYC also expressed their wishes to act in concert with CYC and recommend to their respective LAs 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;

- ii. exercise maximum influence regionally by setting out a clear policy and communicating draft dates in advance of other LAs and coordinating the timing and release of these dates collectively in future;
 - iii. for the next period of drafting dates – for 2020/21 – to examine setting several years draft dates in advance – for example setting dates for 2020/21, 2021/22 and 2022/23 concurrently – a process to start later in 2018.
16. It was proposed that CYC host a further meeting later in 2018 and collectively undertake a role in coordinating future dates between all four LAs proactively earlier in the school year, and from there aim to lead sub-regionally and influence our neighbouring LAs at an earlier stage in their respective processes.

Options

17. The Executive Member for Education, Children and Young People is recommended to approve:
- i. the draft term dates as in Annex A for the 2019/20 school year
 - ii. the principles of setting future term dates that were previously agreed between 25 Local Authorities, as set out in Annex B, alongside our neighbouring LAs, principally North Yorkshire County Council and East Riding of Yorkshire Council, in future years and to instruct officers to work to the aims of Paragraph 15 above.

Council Plan

18. **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.
19. **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.
20. **A focus on frontline services** – setting dates well in advance gives residents clarity in regard to school holidays.

Implications

Financial

21. 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

22. There are no HR implications.

Equalities

23. There are no implications relating to equalities.

Legal

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

Crime and Disorder

25. There are no Crime and Disorder implications.

Information Technology (IT)

26. There are no IT implications.

Property

27. There are no property implications.

Other Implications

28. There are no other implications.

Risk Management

29. No direct implications.

Contact Details

Author:	Chief Officer Responsible for the report:		
Tom Chamberlain School Services Manager – Policy and Strategy Children, Education and Communities 01904 554239	Jon Stonehouse Corporate Director of Children, Education and Communities		
	Report approved	√	Date 7/2/18
Specialist Implications Officer(s) None			
Wards Affected:			All ✓
For further information please contact the author of the report			

Background Papers

None

Annexes

Annex A	2019/20 proposed term dates and neighbouring LA comparison
Annex B	Principles for setting term dates

Regionally Agreed Principles

York

East Riding

North Yorkshire

Hull

AUGUST 2019										
M		5	12	19	26	No difference from regional dates	No difference from regional dates	No difference from regional dates	No difference from regional dates	
Tu		6	13	20	27					
W		7	14	21	28					
Th	1	8	15	22	29					
F	2	9	16	23	30					
Sa	3	10	17	24	31					
Su	4	11	18	25						
SEPTEMBER 2019										
M		2	9	16	23	30	No difference from regional dates	No difference from regional dates	No difference from regional dates	No difference from regional dates
Tu		3	10	17	24					
W		4	11	18	25					
Th		5	12	19	26					
F		6	13	20	27					
Sa		7	14	21	28					
Su	1	8	15	22	29					
OCTOBER 2019										
M		7	14	21	28	No difference from regional dates	No difference from regional dates	No difference from regional dates	No difference from regional dates	
Tu	1	8	15	22	29					
W	2	9	16	23	30					
Th	3	10	17	24	31					
F	4	11	18	25						
Sa	5	12	19	26						
Su	6	13	20	27						
NOVEMBER 2019										
M		4	11	18	25	No difference from regional dates	No difference from regional dates	No difference from regional dates	No difference from regional dates	
Tu		5	12	19	26					
W		6	13	20	27					
Th		7	14	21	28					
F	1	8	15	22	29					
Sa	2	9	16	23	30					

Su					3 10 17 24											
DECEMBER 2019																
M		2	9	16	23	30	No difference from regional dates				No difference from regional dates					
Tu		3	10	17	24	31	No difference from regional dates				No difference from regional dates					
W		4	11	18	25		No difference from regional dates				No difference from regional dates					
Th		5	12	19	26		No difference from regional dates				No difference from regional dates					
F		6	13	20	27		No difference from regional dates				No difference from regional dates					
Sa		7	14	21	28		No difference from regional dates				No difference from regional dates					
Su	1	8	15	22	29		No difference from regional dates				No difference from regional dates					
JANUARY 2020																
M		6	13	20	27		No difference from regional dates				No difference from regional dates					
Tu		7	14	21	28		No difference from regional dates				No difference from regional dates					
W	1	8	15	22	29		No difference from regional dates				No difference from regional dates					
Th	2	9	16	23	30		No difference from regional dates				No difference from regional dates					
F	3	10	17	24	31		No difference from regional dates				No difference from regional dates					
Sa	4	11	18	25			No difference from regional dates				No difference from regional dates					
Su	5	12	19	26			No difference from regional dates				No difference from regional dates					

Regionally Agreed Principles

York

East Riding

North Yorkshire

Hull

FEBRUARY 2020														
M		3	10	17	24	No difference from regional dates				No difference from regional dates				
Tu		4	11	18	25	No difference from regional dates				No difference from regional dates				
W		5	12	19	26	No difference from regional dates				No difference from regional dates				
Th		6	13	20	27	No difference from regional dates				No difference from regional dates				
F		7	14	21	28	No difference from regional dates				No difference from regional dates				
Sa	1	8	15	22	29	No difference from regional dates				No difference from regional dates				
Su	2	9	16	23		No difference from regional dates				No difference from regional dates				
MARCH 2020														
M		2	9	16	23	30	No difference from regional dates				No difference from regional dates			
Tu		3	10	17	24	31	No difference from regional dates				No difference from regional dates			
W		4	11	18	25		No difference from regional dates				No difference from regional dates			
Th		5	12	19	26		No difference from regional dates				No difference from regional dates			
F		6	13	20	27		No difference from regional dates				No difference from regional dates			

Sa		7	14	21	28				
Su	1	8	15	22	29				
APRIL 2020									
M		6	13	20	27	No difference from regional dates	No difference from regional dates	No difference from regional dates	No difference from regional dates
Tu		7	14	21	28				
W	1	8	15	22	29				
Th	2	9	16	23	30				
F	3	10	17	24					
Sa	4	11	18	25					
Su	5	12	19	26					
MAY 2020									
M		4	11	18	25	No difference from regional dates	No difference from regional dates	No difference from regional dates	No difference from regional dates
Tu		5	12	19	26				
W		6	13	20	27				
Th		7	14	21	28				
F	1	8	15	22	29				
Sa	2	9	16	23	30				
Su	3	10	17	24	31				
JUNE 2020									
M	1	8	15	22	29	No difference from regional dates	No difference from regional dates	No difference from regional dates	No difference from regional dates
Tu	2	9	16	23	30				
W	3	10	17	24					
Th	4	11	18	25					
F	5	12	19	26					
Sa	6	13	20	27					
Su	7	14	21	28					
JULY 2020									
M		6	13	20	27	No difference from regional dates	No difference from regional dates	No difference from regional dates	No difference from regional dates
Tu		7	14	21	28				
W	1	8	15	22	29				
Th	2	9	16	23	30				
F	3	10	17	24	31				
Sa	4	11	18	25					
Su	5	12	19	26					

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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.