

Cabinet

16 February 2023

Determination of Admission Arrangements, Co-ordinated Scheme and In Year process for school admissions for the 2024/2025 Academic year

Recommendations

1. That Cabinet approves the Admission Arrangements, Co-ordinated Scheme and In Year process for school admissions during the 2024/2025 Academic year, as outlined in Appendix 1, Appendix 2 and Appendix 3; and
2. authorises the Strategic Director People, in consultation with the Portfolio Holder for Education, to approve the Admission Arrangements, Co-ordinated Scheme and In Year admission process in future years, unless those arrangements or schemes are subject to consultation as outlined in Section 1.

1. Executive Summary

- 1.1 All schools must have admission arrangements that clearly set out how children will be admitted, including the criteria that will be applied if there are more applications than places at the school. Admission arrangements are determined by the relevant admission authority for that school.
- 1.2 Warwickshire County Council are the admissions authority for all Community and Voluntary Controlled Schools within Warwickshire.
- 1.3 For Academies, Foundation and Voluntary Aided schools the governing body or academy trust, as appropriate, is responsible for determining the admission arrangements
- 1.4 All documents have been produced in line with and to meet the statutory requirements of the Department for Education's School Admission Code 2021.
- 1.5 The admission arrangements and coordinated scheme outline key dates, terminology and parameters for the delivery of the admissions function in Warwickshire but do not specify or detail the day-to-day operational practice of the Admission Service.
- 1.6 Admission authorities must set (or 'determine') admission arrangements annually. Where changes are proposed to admission arrangements, the

admission authority must first publicly consult on those arrangements. If no changes are made to admission arrangements, they must be consulted on at least once every 7 years.

- 1.7 Minor changes are proposed for the 2024/ 2025 Admission Arrangements for any schools where the Local Authority is the admission authority.
- 1.8 Changes include the reduction in the published admission number at 3 schools to better reflect the pupil intakes, alongside revision of dates and duplication of existing information relating to waiting lists, summer born children and children educated out of their chronological year group across all documents for consistency.
- 1.9 The schools where reductions to PANs are proposed are Long Lawford Primary School and Exhall Junior School, to better support the schools' organisational planning and support sustainable budget setting by formalising the existing reality of pupil intakes over the last few years, and at Brownsover Infant School, to accommodate the previously approved conversion to a primary school.
- 1.10 As required under the Admission Code 2021 where a change is proposed consultation has been undertaken. The consultation began on 5 December 2022 and ran until 27 January 2023.
- 1.11 Details of the consultation were published via Ask Warwickshire and the head teacher and chair of governors for all Warwickshire all schools and academies were notified directly. In addition, the Catholic Archdiocese and Church of England Diocese were notified alongside all neighbouring Local Authorities.
- 1.12 In total three responses were received to the consultation, none of which were concerning the proposed changes. Of the three responses received two were seeking clarification of what the changes entailed. The third was feedback from Birmingham Diocesan Board of Education outlining how their arrangements work alongside the In Year process. A summary of those consultation responses can be found in Appendix 4.
- 1.13 In line with the Department for Education School Admissions Code 2021 if no future changes are proposed consultation is not required again until 2030.
- 1.14 The majority of admission authorities wish for the Local Authority to continue to carry out the in-year application function on their behalf. No additional resources are required to continue this function.
- 1.15 As part of the ongoing commitment to improve communication and engagement a member development session on School Admissions took place on 9th February 2023. This session covered the challenges and improvements to the delivery of the Admissions Service to date, outlined the national context along with the limitations and requirements in accordance with the relevant legislation, as well as providing members the opportunity to discuss feedback received from residents.

2. Financial Implications

2.1 None arising directly from this report

3. Environmental Implications

3.1 None arising directly from this report

4. Timescales associated with the decision and next steps

4.1 If approved, the proposed admission arrangements will apply to applications received for the 2024/25 academic year.

Appendices

Appendix 1 – Warwickshire County Council admissions arrangements 2024-25

Appendix 2 – Warwickshire County Council Coordinated Scheme 2024-25

Appendix 3 – Warwickshire County Council In-Year Admission Process 2024-25

Appendix 4 – Consultation Responses

Background Papers

None

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The report was circulated to the following members prior to publication:

Local Member(s): not applicable – county wide report

Other members: