



LEEDS ADMISSIONS FORUM

Meeting to be held in Civic Hall, Leeds on
Tuesday, 2nd February, 2010 at 4.00 pm

MEMBERSHIP

COUNCILLORS

Councillor Peter Gruen
Councillor Richard Harker

PARENT/GOVERNORS

Mrs L Bryan - High School
Mrs S Knight – Primary School

LOCAL COMMUNITY REPRESENTATIVES

Ms P Hill - Leeds Primary Care Trust
Mr R Hamilton - Black Governors Information Network
Mrs S Duxbury - Prospect
Vacancy -

DIOCESAN AUTHORITIES

Mrs B Sice - RC Diocese
Mrs F Beevers - York, Bradford, Ripon &
Leeds CE Diocese

SCHOOLS

Mr J Daulby - Community (High)
Vacancy - Community (Primary)
Mrs H Lewis - Jewish (Aided)
Mr Woods - Aided School
Vacancy - Controlled School
Mr I Garforth - Foundation School

ACADEMY

Mr P Forbes - David Young
Academy

OTHER MEMBERS

Mr J Fryett – Fair Access Project Director
Ms A Williamson – Choice Advice
Service

COLLEGE MEMBERS

Mr T Warning – Joseph Priestley College

A G E N D A

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| 1 | CHAIR'S OPENING REMARKS To receive any opening remarks from the Chair | |
| 2 | APOLOGIES FOR ABSENCE To receive apologies for absence (If any) | |
| 3 | UPDATE ON MEMBERSHIP - LEEDS ADMISSION FORUM To receive an update on the Membership of the Leeds Admission Forum: Appointments, Resignations and Outstanding Vacancies (Report attached) | 1 - 2 |
| 4 | MINUTES OF THE PREVIOUS MEETING To consider the minutes of the previous meeting held on 26 th November 2009 (Copy attached) | 3 - 8 |
| 5 | MATTERS ARISING FROM THE MINUTES To consider any matters arising from the minutes | |
| 6 | CHALLENGING AND VULNERABLE CHILDREN'S SUB COMMITTEE To consider the minutes of the Challenging and Vulnerable Children's Sub Committee held on 12 th January 2010 (Copy attached) | 9 - 12 |

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| 7 | <p>RECORDING OF FAIR ACCESS STATISTICS</p> <p>To consider a report by the Chief Executive Education Leeds setting out details of the implementation of new processes for the recording of Fair Access data on the admission of children through Fair Access Panels.</p> <p>(Report attached)</p> | 13 - 18 |
| 8 | <p>UPDATE ON THE ANNUAL CONSULTATION ON ADMISSION ARRANGEMENTS FOR SEPTEMBER 2011</p> <p>To consider a report by the Chief Executive Education Leeds providing an update on the responses, so far received, to the consultation on admission arrangements for September 2011.</p> <p>(Report attached)</p> | 19 - 20 |
| 9 | <p>INITIAL PREFERENCE SUMMARY FOR SEPTEMBER 2010</p> <p>To consider a report by the Chief Executive Education Leeds providing an update on the initial preferences and the impact on demand for September 2010</p> <p>(Report attached)</p> | 21 - 24 |
| 10 | <p>ADMISSION FORUM WORK PROGRAMME FOR 2010/11</p> <p>To receive the Forum's Work Programme for the period 2010/11 and consider if further adjustments are required to the programme</p> <p>(Report attached)</p> | 25 - 26 |
| 11 | <p>ANY OTHER BUSINESS</p> <p>To consider other business (If any)</p> | |

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| 12 | <p data-bbox="252 181 815 215">DATE AND TIME OF NEXT MEETING</p> <p data-bbox="252 286 1273 320">To note that future meetings of the Forum will be scheduled as follows:</p> <p data-bbox="252 392 608 425">Tuesday 22nd June 2010</p> <p data-bbox="252 465 683 499">Tuesday 16th November 2010</p> <p data-bbox="252 539 1217 573">Meetings to be held in the Civic Hall, Leeds commencing at 4.00pm</p> | |

Originator: Viv Buckland
Tel: 0113 247 4956
Ref AF workprogramme

REPORT TO LEEDS ADMISSION FORUM

Date: 2nd February 2010
Venue: Civic Hall
Time: 4.00pm

Update on Membership – Leeds Admission Forum

At the meeting held on 26th November 2009 it was agreed that officers would continue to pursue all outstanding vacancies.

Within the Schools Group there are two vacancies and efforts have been made to seek nominations from schools in the South and West areas because currently there is no representation from these areas, the Forum already having four representatives from the East area and one from the North East area.

This issue was brought to the attention of Governors in the South and West Area in December but no expressions of interest were shown.

At the beginning of January a letter was sent out to all the Headteachers and Chairs of Governors of the West and South Primary and Secondary Schools. To date no responses have been received.

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Leeds Admissions Forum

Thursday, 26th November, 2009

PRESENT: Councillor P Gruen in the Chair

Councillor R Harker
Ms P Hill – NHS Leeds Primary Health
Mr R Hamilton – Black and Ethnic Equalities Governors Network
Mrs S Taylor – Prospect
Mrs F Beevers – York, Bradford, Ripon & Leeds CE Diocese
Mr I Garforth – Foundation School
Mr P Forbes – David Young Community Academy
Mrs L Bryan – Parents Representative
Mr J Fryett – Fair Access Project Director
Ms A Williamson – Choice Advice Service

In Attendance

Mrs V Buckland – Education Leeds
Mrs R Phillips – Education Leeds
Mrs A Oldroyd – Legal Services
Mr J Grieve – Governance Services

18 CHAIR'S OPENING REMARKS

In opening the meeting the Chair welcomed everyone in attendance and extended a special welcome to Mr Reginald Hamilton (Black and Ethnic Equalities Governors Network) who was attending for the first time

19 APOLOGIES FOR ABSENCE

Apologies for absence were received from: Sue Knights, Helen Lewis and John Daulby

20 MINUTES OF THE PREVIOUS MEETING

RESOLVED – That the minutes of the previous meeting held on 1st October 2009 be accepted as a true and correct record

21 MATTERS ARISING FROM THE MINUTES

- (a) Matters Arising (Minute No. 6 refers) – The Chair referred to the item concerned with the Challenging and Vulnerable Children's Sub Committee and asked Mr Forbes if he had received a response from the Director of Integrated Children's Services following his enquiry about the status of a number of children that had come to his attention.

In responding Mr Forbes said that to date he had not received any response.

Officers reported that the Director of Integrated Children's Services had been made aware that a response to Mr Forbes enquiry was still awaited

RESOLVED –

- (i) That the Director of Integrated Children's Services be reminded that a response to Mr Forbes was still outstanding.
- (ii) In the event of no response being provided within a reasonable period, the Chair be informed with a view to pursuing the matter on behalf of Mr Forbes

- (b) Migration of Children from the Colton Area to Primary Schools within the Garforth Trust (Minutes No.7 refers) – The Chair reported that since the last meeting of the Forum he had been made aware that discussions had taken place with representatives from the Colton area and Garforth Community College.

Mr Garforth, Chair of Governors at Garforth Community College confirmed that discussions had taken place between the interested parties

RESOLVED - To note that dialogue was currently ongoing between Garforth Community College and representatives from the Colton area

22 PROPOSED ADMISSION NUMBER CHANGES AS PART OF THE PROPOSED ADMISSION ARRANGEMENTS FOR THE SEPTEMBER 2011 ROUND

(Prior to any discussion on this item Councillor Harker declared a personal interest as a Member of the Executive Board which would considered the proposal around admission arrangements at a later date)

With reference to the last meeting of the Forum on 1st October 2009 when Members received a report setting out details of the proposed admission arrangements for the 2011 Admissions Round. The report indicated that proposed admission number changes for 2011, which form part of the admissions arrangements for 2011, would be available in November 2009.

The Chief Executive Education Leeds submitted a report identifying the following Primary Schools which could increase their admission limit.

| School | Current Admission Limit | Proposed Admission Limit |
|---------------------------------|-------------------------|--------------------------|
| Primary | | |
| Farsley Farfield Primary School | 50 | 60 |
| Valley View Primary | 30 | 60 |
| Windmill Primary | 45 | 60 |

| | | |
|-----------------------------|----|---------|
| Clapgate Primary | 45 | 60 |
| Blackgates Primary | 45 | 60 |
| St Bartholomew's CE Primary | 60 | 75 |
| Ryecroft Primary | 30 | 60 |
| Calverley CE Primary | 45 | 60 |
| Allerton CE Primary | 45 | 60 |
| West End Primary | 30 | 60 (45) |
| Cross Gates Primary | 30 | 60 |
| Gildersome Primary | 30 | 60 |

It was reported that the matter would be considered by the Executive Board in December 2009 when permission would be sought to consult on the permanent expansion of some of the above named schools. Assuming permission was granted then consultation would take place during January and February 2010, at the same time as the consultation on admission arrangements (and numbers).

Mrs Buckland, Head of Service, Admissions and Transport suggested that Forum Members would also be aware that Education Leeds was also consulting on the permanent expansion of 17 primary schools for 2010. The Forum's views were sought so that in reporting the outcome the Executive Board had full information on which to make a decision.

Mrs Buckland also reported that three High Schools within Pudsey had been written to; (Crawshaw, Grangefield and Priesthorpe) to enquire whether they wished to seek an increase in their admission limits. No demographic need had been identified, the purpose in writing was to seek the schools views.

In seeking clarification Mrs Bryan asked how the identified schools had been chosen?

In providing a response Mrs Buckland suggested that a number of factors had been taken into account: significant housing generation, an increase in the birth rate in a particular area, a local need, where a physical capacity to expand existed and where some schools could offer flexible solutions.

In terms of physical alterations to a school, the Chair asked at what stage would design details for the development be known, the Chair said he needed to be assured that the school had sufficient space for the expansion to work and that pupils would not be overcrowded into modular accommodation.

In responding Mrs Buckland said that design details would be known much later on in the process, only after the completion of the consultation process and following the submission of a report to the Executive Board would work on the detail begin.

In passing comment Councillor Harker said that if a school's Board of Governors had expressed doubts as to whether Education Leeds could deliver what was required, that would be an issue for the Executive Board to take up

RESOLVED –

- (i) That no objections be raised to the proposed changes in admission numbers as part of the Admission Arrangements
- (ii) To note that permission was being sought to physically expand a number of the primary schools, as identified in the submitted report.

23 LEEDS CO-ORDINATED ADMISSION SCHEME FOR IN YEAR ADMISSIONS 2011/12

The Chief Executive Education Leeds Submitted a report setting out details of the Leeds Co-ordinated Admission Scheme for In Year Admissions for 2011/12

Addressing the report Mrs Buckland said that from 2011 Education Leeds would act as the admission authority on behalf of Leeds City Council for all other Leeds Community and Voluntary Controlled Schools:

Primary

- Voluntary Aided Catholic Primary Schools
- Voluntary Aided Church of England Schools
- Voluntary Aided Jewish School
- Foundation Schools

Secondary

- Abbey Grange CE High School
- Cardinal Heenan Catholic High School
- Corpus Christi Catholic College
- David Young Community Academy
- Garforth Community College
- Leeds West Academy
- Mount St Mary Catholic High School
- South Leeds Academy St Mary's Catholic Comprehensive

In terms of how the system would operate Mrs Buckland said that from 2010 all offers of a school place would be made by the School Admissions Team within Education Leeds

Commenting on the 20 day timescale for communicating an offer of a place, Mrs Bryan questioned if such a timescale was achievable?

In responding Mrs Buckland clarified that the period referred to 20 school days.

In passing comment Mrs Beevers said; if no places were available at a particular school then presumably a waiting list would be maintained?

Providing a response Mrs Buckland said if no places were available parents would have the right to appeal, but that Aided schools were able to hold waiting lists if they wished to but needed to include these in their published admission policy.

The Chair, in summing up said that there appeared to be no fundamental changes to the system as far as Education Leeds was concerned, it was an expansion of their present operation

RESOLVED -

- (i) To note Members comments about the timescales
- (ii) To accept there will be no fundamental changes to the system that Education Leeds currently operates and that the co-ordinated admission scheme would be an extension to their present operation

24 ADMISSION FORUM WORK PROGRAMME FOR 2010/11

Members received and considered the Forum's Work Programme for the period 2010/11

RESOLVED –

- (i) To note the scheduled Work Programme for 2010/11
- (ii) To update the Work Programme to reflect decisions made at today's meeting

25 ANY OTHER BUSINESS

Membership – Leeds Admission Forum

The Chair sought an update on the outstanding vacancies on the Forum

Officers reported that there were two vacancies in the Schools Group; Community School and Controlled School, both vacancies were being actively pursued

The Chair reported that Mr Reginald Hamilton had been nominated as the Black and Ethnic Equalities Governors Network representative.

RESOLVED –

- (i) That Mr Reginald Hamilton be appointed as the Black and Ethnic Equalities Governors Network representative for a 4 year period
- (ii) That officers continue to pursue all other outstanding vacancies

26 DATE AND TIME OF NEXT MEETING

RESOLVED – To note that the next meeting of the Forum be arranged for Tuesday 2nd February 2010

Meetings to be held in the Civic Hall, Leeds commencing at 4.00pm

Challenging and Vulnerable Children Sub Committee

Tuesday, 12th January, 2010

PRESENT: Mrs. S Knights in the Chair

Mr. J. Fryett

OFFICERS PRESENT:

- Mrs. Viv Buckland, Admissions and Transport Manager
- Mrs. Carol Jordan, Integrated Children's Services Strategic Manager
- Mrs. Rachel Phillips, Fair Access Manager
- Miss. Laura Pilgrim, Governance Services.

8 Opening Remarks

The Sub-Committee noted that there were insufficient Members present for a quorum however an informal meeting would proceed.

9 Apologies for Absence

Apologies for absence were received from Mr. P. Forbes, Mrs. P. Hill and Mrs. S. Duxbury.

10 Minutes of the last meeting

The Sub-Committee approved the minutes of the last meeting as a correct record however they would be brought forward to the next meeting for final approval.

RECOMMENDED: That the minutes of the last meeting be approved.

11 Matters arising the minutes of the last meeting

The Sub-Committee was advised that the East Area was in the process of finalising a job description for a Project Director which would hopefully to be finalised at some point in January 2010.

12 Fair Access Panel Work Programme

Following a request from the Sub-Committee Officers had put together a work programme which reflected the Sub-Committee's terms of reference. Officers requested feedback or amendments to the programme and Members were reminded that this list was not definitive and could be added to should issues arise. Members welcomed the work programme but suggested that the dates of the meeting should be specified in advance. The dates of the Sub-Committee were scheduled to feed in to the Admissions Forum taking place approximately two to three weeks prior to the

Draft minutes to be approved at the meeting
to be held on Date Not Specified

Forum. The future dates of the Forum had not been agreed however the next meeting was to take place in February 2010 and future dates for the Sub-Committee would be arranged.

13 Update on Leeds Inclusive Learning Strategy

The Chair agreed to change the order of the agenda to consider the item on LILS before other items. The Integrated Children's Services Strategic Manager had attended the meeting to provide Members with an update on the LILS project. Due to the fact that the meeting was inquorate Members agreed that the Officer should attend the next meeting in May to provide an update and in the mean time information in relation to the project would be circulated to all Members of the Sub-Committee.

14 Outcome of Consultation on Changes to the Fair Access Protocols

The Sub-Committee received a report on the outcome of the consultation to change the Fair Access Protocol in Leeds. A Working Group had made recommendations which were considered by each Panel prior October half term 2009 and the changes had already been implemented. There were some minor amendments to the Protocol which included working with social workers in relation to expressing a preference for a Looked After Child. One area which had been causing concern was in relation to which wedge was responsible for a child. It had been agreed that the wedge which contained the child's nearest school would be responsible for the child which reflected the authority's admissions policy. Whilst Officer recognised that the introduction of the Fair Access Policy had led to an increase in work load this partly due to the fact that there was a high concentration of pupils being considered where as four or five years ago this was not the case.

15 Draft Briefing Note for Independent Appeal Panel

The Sub-Committee received a copy of the draft briefing note prepared for Members of the Independent Appeals Panel in relation to the Fair Access Protocol in Leeds. The briefing note was still its draft form and would be circulated to Panel Members shortly. The Clerk informed the Sub-Committee that Panels had been uncomfortable dealing with appeals for pupils who had been refused under the Fair Access Protocol as the Appeals Code of Practice did not reflect the spirit of the Admissions Code of Practice in relation to the Protocol. The Clerk also suggested that Members of the Area Management Boards may benefit from receiving a note on how Panels are required to consider these appeals as the process was different to how the Area Management Boards made their decision.

16 Report on the Recording of Fair Access Panel Statistics

Members received a report on the proposals on changes to the way that the statistics of pupils considered under the Fair Access Protocol are presented. It was proposed that the figures were presented to the Sub-Committee and Forum on a yearly basis. Some schools would agree to take a number of pupils at a certain point during the school year and less throughout the rest of the year. By providing statistics on a monthly or term basis it could appear that a school was not taking their

fair share and by presenting the information on an annual basis the figure would be in context. The figure for the number of appeals would also be included in the statistics.

Members welcomed the new procedures and suggested that perhaps the Primary school information could be structured in clusters in order to aid analysis of the statistics. The report would also be considered by the Admissions Forum in the future.

17 Date and Time of the Next Meeting

The Sub-Committee agreed that the date of the next meeting would be agreed once the date of the next meeting of the Admissions Forum was agreed. It was anticipated that the next Sub-Committee would take place in May.

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Originator: Rachel Phillips

Tel: 0113 395 0907
Ref Recording of Statistics

Education Leeds



**REPORT TO LEEDS ADMISSION FORUM's
Challenging and Vulnerable Children's Sub Committee
Recording of Fair Access Statistics**

Date
Venue: Civic Hall
Time: 4.00pm

Review by the Admissions Team on the recording of Fair Access data on the admission of children through Fair Access Panels

Background

The Fair Access Protocols were introduced in September 2007 in accordance with the School Admissions Code. Which was updated in February 2009 when a new School Admissions Code introduced further legislation and guidance strengthening the Fair Access Protocols and its inclusion with the admissions policy. The DCSF extended its list of categories that had to be included in the Local Authorities protocols and locally it was agreed that an extra 6 categories would be included within the Leeds Fair Access Protocol.

Under the terms of reference of the Challenging and Vulnerable Children Sub Committee the remit of the group are concerned with eight of those categories, these are:-

- **Children who have been out of education for more than a term (Children Missing Education)**
- **Asylum Seekers and Refugees (ASR)**
- **Children who are homeless**
- **Traveller Children**
- **Children with disabilities**
- **Children with special educational needs**
- **Looked After Children (LAC)**
- **Children with a form of challenging behaviour**

In order to fulfil the requirements contained in the School Admissions Code from 10th February 2009, Education Leeds consulted on a new protocol with Headteachers, Project Directors and officers for implementation in April 2009. The new protocols split the categories between a 'fastrack' system with cases being sent through to school for consideration who were considered less complex whilst more complex cases are referred straight to a Fair Access Panel in the case of Secondary Admissions. In the case of Primary admissions Panels are only held as and when required if a placement cannot be made through direct contact with schools preferred in the first instance.

The New Approach

Following discussions at the Challenging Children Sub Committee in May 2009 a Working Party of officers, headteachers and project directors was formed to discuss the current protocols and agree on the areas that should be consulted upon for improvement and refinement. Following the consultation with headteachers and their feedback the new protocol was agreed. One of the fundamental issues raised was the recording of data.

Not only have we implemented the change agreed through consultation of including appeal data but we have implemented a new recording process which is shown through Appendices 1-3.

The new format allows us to look at the monthly and the cumulative figures side by side and the data is currently being populated so the figures contained in Appendices 1-3 are a sample for the purposes of this report.

It is proposed that the Fair Access Manager will report annually in detail and will use the new Data Collection information to ensure Panels can agree at each meeting the data presented.

This allows officers to present reports and information on the categories outlined in the terms of reference and in the Work Programme 2009/10 to allow a wider perspective of the admission of children.

Current Information

There have been approximately 300 applications heard at Panel this academic year with 187 or 63 % of children being offered places either through the Fair Access Panel or through the Independent Appeal Panel. The percentage does not reflect the fact that many cases are from applicants who are already accessing educational provision within the City and it should be considered in the light that every child is offered a school place if they do not have access to educational provision before progressing to appeal.

With regards to the number of children who have lodged an appeal or been granted a place at a school through appeal we can inform the Sub-Committee that there have been 34 appeals lodged. Of those 30 were heard by the Independent Appeal Panel with 19 refused and 11 granted. Four of the appeals heard were Primary.

There has also been an increase in the number of cases that have been the subject of an instruction by the Local Authority which in all cases but one have been accepted. An instruction is made when a Panel has been unable to decide which school should be allocated. Under the Protocol the decision then falls to the Local Authority. As a result of instructions, one direction has been issued this academic year. A direction is made where an instruction has been refused and can be appealed by the schools Adjudicator or to the Secretary of State for Academies. All directions must be reported to the Schools Adjudicator in the annual report from the Local Authority, instructions do not.

Conclusion

After a very positive consultation we have made small but important changes to the protocol and the recording of data. Annual reporting of statistics will help avoid skewed data and we will continue to overview the reports.

With a new format implemented for recording the outcomes of Panels and an annual report to give a comprehensive overview this will enable the Sub committee time to look at the areas specifically contained within the terms of reference and the Work Programme ultimately giving a broader view of admissions.

Recommendations

The Sub-committee is asked to note the report and to receive its next annual statistical update in October 2010 to allow the presentation of reports on the categories of children included in the groups Terms of Reference.

West Monthly High Data Collection

| September-2009 Allocated | Criteria 1 | | | | Criteria 1 Total | Criteria 2 | | | | | Criteria 2 Total | |
|--|------------|-----|----|----|------------------|------------|-----|-----|------|-----|---------------------|-------|
| | ATT | UKS | VA | YC | | TRAV | ASR | LAC | UASC | SA+ | | SHORT |
| Crawshaw School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Farnley Park Maths & Computing College | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Leeds West Academy | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Priesthorpe Sports Specialist College | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Pudsey Grangefield School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Swallow Hill Community College | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Criteria Total | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

| September-2009 Allocated | Criteria 3 | | | | | | | | | | | Criteria 3 Total | Appeal Granted | Appeal Refused | Criteria 1,2, 3 and Appeal Granted Total | |
|--|------------|-----|-----|-----|------|----|-----|-----|--------|-------|------------------|------------------|-------------------|-------------------|--|---|
| | BEH | CME | EHE | UFB | AGEN | YO | PEX | PRU | FT WDN | WEDGE | Criteria 3 Total | | | | | |
| Crawshaw School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Farnley Park Maths & Computing College | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Leeds West Academy | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Priesthorpe Sports Specialist College | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Pudsey Grangefield School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Swallow Hill Community College | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Criteria Total | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |

West Monthly High Data Collection

| October-2009 Allocated | Criteria 1 | | | | | Criteria 1 Total | Criteria 2 | | | | | Criteria 2 Total | |
|--|------------|-----|----|----|---|------------------|------------|-----|-----|------|-----|---------------------|-------|
| | ATT | UKS | VA | YC | | | TRAV | ASR | LAC | UASC | SA+ | | SHORT |
| Crawshaw School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Farnley Park Maths & Computing College | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Leeds West Academy | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Priesthorpe Sports Specialist College | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Pudsey Grangefield School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Swallow Hill Community College | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 |
| Criteria Total | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 1 |

| October-2009 Allocated | Criteria 3 | | | | | | | | | | | Criteria 3 Total | Appeal Granted | Appeal Refused | Criteria 1,2, 3 and Appeal Granted Total | |
|--|------------|-----|-----|-----|------|----|-----|-----|--------|-------|---|------------------|-------------------|-------------------|---|---|
| | BEH | CME | EHE | UFB | AGEN | YO | PEX | PRU | FT WDN | WEDGE | | | | | | |
| Crawshaw School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Farnley Park Maths & Computing College | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Leeds West Academy | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Priesthorpe Sports Specialist College | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Pudsey Grangefield School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Swallow Hill Community College | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Criteria Total | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |

| Allocated | Criteria 1 | | | Criteria 1 Total | Criteria 2 | | | | | | Criteria 2 Total | | |
|--|------------|-----|----|------------------|------------|------|-----|-----|------|-----|------------------|-------|-----|
| | ATT | UKS | VA | | YC | TRAV | ASR | LAC | UASC | SA+ | | SHORT | MED |
| Armley Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Bramley Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Bramley St Peter's Church of England Voluntary Controlled Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Galvanley Church of England Voluntary Controlled Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Galvanley Parkside Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Castleton Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 1 |
| Christ Church Upper Armley Church Of England Voluntary Controlled Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Christ The King Catholic Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Gobden Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Farsley Farfield Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Farsley Springbank Junior School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Farsley Westroyd Infant School and Nursery | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Five Lanes Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Greenhill Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Greenside Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Hollybush Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Holy Family Catholic Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Lawns Park Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 |
| Lower Wortley Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Lowtown Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 1 |
| Park Spring Primary School | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 1 |
| Pudsey Bolton Royd Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Pudsey Primrose Hill Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Pudsey Tyersal Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Pudsey Waterloo Primary School | 1 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Raynville Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Ryecroft Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 1 |
| Southroyd Primary and Nursery School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| St Bartholomew's Church of England Voluntary Controlled Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| St Josephs Catholic Primary School, Pudsey | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Stanningley Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Summerfield Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Swinnow Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Valley View Community Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Whingate Primary School | 0 | 0 | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Whitecote Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Criteria Total | 2 | 0 | 0 | 0 | 2 | 1 | 0 | 2 | 0 | 3 | 0 | 0 | 6 |

| Allocated | Criteria 3 | | | | | | | | | | Criteria 3 Total | Appeal Granted | Appeal Refused | Criteria 1, 2, 3 and Appeal Granted Total |
|---|------------|-----|-----|-----|------|----|-----|-----|-------|-------|------------------|----------------|----------------|---|
| | BEH | CME | EHE | UFB | AGEN | YO | PEx | PRU | FTWDN | WEDGE | | | | |
| Armsley Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Bramley Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Bramley St Peter's Church of England Voluntary Controlled Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Calverley Church of England Voluntary Controlled Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Calverley Parkside Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Castleton Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Christ Church Upper Armsley Church Of England Voluntary Controlled Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Christ The King Catholic Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Cobden Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Farsley Farfield Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Farsley Springbank Junior School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Farsley Westroyd Infant School and Nursery | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Five Lanes Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Greenhill Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Greenside Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Hollybush Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Holy Family Catholic Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Lawns Park Primary School | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| Lower Wortley Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Lowtown Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Park Spring Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 2 |
| Pudsey Bolton Royd Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Pudsey Primrose Hill Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Pudsey Tyersal Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Pudsey Waterloo Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Raynville Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Ryecroft Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Southroyd Primary and Nursery School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| St Bartholomew's Church of England Voluntary Controlled Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| St Josephs Catholic Primary School, Pudsey | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Stanningley Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Summerfield Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Swinnow Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Valley View Community Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Whitgate Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 1 |
| Whitecote Primary School | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 |
| Criteria Total | 0 | 0 | 1 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 9 |

Originator: Barbara Comiskey

Tel: 0113 2474956

REPORT TO LEEDS ADMISSION FORUM

Date 2 February 2010

Venue: Civic Hall

Time: 4.00pm

Subject: Update on Annual Consultation on Admission Arrangements for September 2011

1. Purpose of Report

- 1.1 To update members of the Admission Forum on the responses, so far, to the consultation on admissions arrangements for September 2011.

2. Background Information

- 2.1 The consultation on the proposed admission arrangements includes two significant changes relating to the coordinated scheme which will require local authorities to fully coordinate all applications for school places.

3 Main Issues

- 3.1 The consultation is seeking views on:

- **Coordinated scheme – annual cycle.** For September 2011 entry there will be full coordination in primary as well as secondary. There has been a national closing date for applications introduced in the legislation. For secondary this will be 31 October and the national offer day will remain at 1 March. For primary applications the legislation introduces a national closing date of 15 January 2011 and no national offer day stated. The offer date in Leeds for primary places will be 20 April 2011 which is in line with our neighbouring authorities.
- **Coordinated scheme – in year.** From January 2010 each local authority will have in place a published coordinated scheme for in year transfers. From September 2010 all in year transfers will be fully coordinated in line with the published scheme. This means that parents wishing to apply for any school place at any point in time will only need to contact the local authority.
- **In-year Waiting Lists.** It is proposed that the local authority will not be holding in-year waiting lists for any community or voluntary controlled schools. We cannot reconcile refusal of admission through Fair Access and hold a waiting list.
- **Changes to school admission numbers:**

| | |
|--------------------|---------------|
| Farsley Farfield | 50 to 60 |
| Valley View | 30 to 60 |
| Windmill | 45 to 60 |
| Clapgate | 45 to 60 |
| Blackgates | 45 to 60 |
| St Bartholomew's | 60 to 75 |
| Ryecroft | 30 to 60 |
| Calverley CE | 45 to 60 |
| Allerton CE | 45 to 60 |
| Horsforth West End | 30 to 60 (45) |
| Cross Gates | 30 to 60 |
| Gildersome | 30 to 60 |
| | |

4 Responses received

4.1 We have received 11 responses at the time of writing this report which are mainly positive and in agreement with our proposals. The closing date of the consultation is 5 February 2010. One response expressed concerns about the in-year coordination scheme. There has been no response around the concerns about the migration of children from the Colton area to Primary Schools within the Garforth Trust, so far.

5 Recommendation

5.1 That Admissions Forum note the update on the consultation.

Originator: Viv Buckland

Tel: 0113 2474956

REPORT TO LEEDS ADMISSION FORUM

Date 2 February 2010

Venue: Civic Hall

Time: 4.00pm

Subject: Initial Preference Summary for September 2010

1. Purpose of Report

- 1.1 To update members of the Admission Forum on the initial preferences and the impact on demand for September 2010.

2. Background Information

- 2.1 Although there is a general demographic decline in young people entering secondary school over the next few years there are approximately the same number entering in September 2010 as there were in September 2009. Demand overall has therefore remained broadly similar.

The birth rate has been rising for the last couple of years and we now have a small, but increasing number of primary schools who are unable to accommodate their nearest children. The number of primary schools oversubscribed on first preferences is increasing with 79 schools to date, but we still have some surplus places in the primary sector.

Due to the timing of this meeting we are only able to report on the expectations based on demand as the initial allocation has not yet taken place.

3. Main Issues

3.1 Primary

There are slightly more schools this year where nearest children are unlikely to be offered places. However we are still receiving a number of changes including new preferences as well as information on children who have moved out of the area and no longer require places. At present there are 22 schools where we may face difficulty offering nearest children a place. The situation is being monitored to ensure that children who would be unable to access a school within a reasonable distance are identified.

As ever there are a small number of schools who are experiencing a very high sibling year and this does affect the places available for other children. Parents who might otherwise expect to gain places at some schools may face disappointment, but in a number of cases this is a one year problem. 30 of our community or voluntary controlled

schools have first preferences where 50% or more of their admission limit are siblings, with 33% of preferences across the City being siblings. We continue to have around 1000 more places across the primary sector, spread throughout the City, than there are preferences. This ensures that whilst we may not meet parental preferences in all cases we should have reasonable alternatives available. We have seen an increase of around 370 applications over the same time last year. We anticipate that there will be a large number of applications which arrive after the offer day, as this typically occurs, and these will be managed accordingly. We believe that the change in legislation to introduce a national closing date for applications will improve this position in the future if the government take the opportunity for national advertising, as they do with tax returns.

Secondary

We are still facing oversubscription at Roundhay, although there a number of the neighbouring schools are experiencing a decline in preferences and there are sufficient places in the area. Continuing to build on last year's popularity John Smeaton is oversubscribed again on first preferences. There is a significant increase in preferences at Allerton High although there appears to be no issue with children who have the school as their nearest, the additional demand is coming from families further afield.

There are no obvious causes for concern in the secondary sector for this forthcoming September. Although there are changes to patterns of demand, and relative popularity with parents, the oversubscribed schools are under no greater pressure from nearest families and demand is largely from further afield. Some popular schools are less well subscribed this year and this is mostly reflective of local demographic changes, rather than any concerns parents are expressing about the schools.

4 Conclusion

- 4.1** The early indications with Reception preferences is that there an increasing number of hotspots however there continue to be sufficient primary places available within the City. Issues may arise with late preferences after the offer day, and parents at that stage may find that the nearest school we can offer is some distance away. With secondary applications the hotspots are significantly reducing and whilst demand remains high for some schools the issue of accessing a nearest school is continuing to fall. There are fewer pressure points in terms of nearest children although we would continue to expect that some popular schools will remain oversubscribed leading to unmet demand. This is a natural consequence of an equal preference system whereby parents are encouraged to be aspirational in expressing their preferences.

5 Recommendation

- 5.1** That Admissions Forum note the report and that it is written prior to the initial allocation taking place, therefore liable to changes.

Oversubscribed Secondary schools for September 2010

The table shows the secondary schools who were oversubscribed on first preferences when all on time preferences had been included. Many other schools will be fully subscribed and oversubscribed with second and third preferences.

| School | Ad limit | 1 st pref |
|--------------------|----------|----------------------|
| Abbey Grange | 205 | 246 |
| Allerton High | 180 | 266 |
| Cardinal Heenan | 180 | 226 |
| Cockburn | 210 | 225 |
| Corpus Christi | 184 | 211 |
| DYCA | 180 | 195 |
| Garforth | 300 | 341 |
| Horsforth | 225 | 266 |
| John Smeaton | 180 | 219 |
| Morley | 252 | 330 |
| Prince Henrys | 225 | 255 |
| Pudsey Grangefield | 195 | 319 |
| Rodillian | 210 | 251 |
| Roundhay | 250 | 399 |
| St Mary Menston | 180 | 196 |

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Originator: Viv Buckland
Tel: 0113 247 4956
Ref AF workprogramme

REPORT TO LEEDS ADMISSION FORUM

Date: 2nd February 2010
Venue: Civic Hall
Time: 4.00pm

ADMISSION FORUM WORK PROGRAMME FOR 2010/11

MEETING DATE February 2010

1. Update on the 2009/10 admission round including hotspots.
2. Report from the Challenging Children Sub Committee on fair access.
3. Consultation Update – Proposed Admission Number Changes, September 2011 Round

MEETING DATE June 2010

1. Results of the annual consultation exercise and recommendations to Executive Board.
2. Statistics to include – number of appeals made, ethnic and social mix, whether primary schools are meeting class size legislation.
3. All admission policies should be clear, objective and procedurally fair.
4. Report from the Challenging Children Sub-Committee on fair access.
5. Migration of Children from the Colton Area to Primary Schools within the Garforth Trust
6. Customer service satisfaction with the admissions service

MEETING DATE November 2010

1. Update on the 2010/11 admission round.
2. Consultation items proposed by Education Leeds.
3. Review the published advice to parents and choice advice.
4. Demographic information and future projections.
5. Report from the Challenging Children Sub Committee on fair access protocols.

MEETING DATE February 2011

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