

Secondary 2017 allocations

Briefing note for all elected members
1 March 2017



Appendix A

The national offer date for secondary allocations is 1 March and we have allocated **8455** year 7 places for September 2017, an increase of 154 from the offers made for September 2016.

There were more children offered their first preference school this year (**85 %** in 2017 vs 82.4% in 2016) and more children were offered one of their five preferences (**96.7%** vs 95.6% last year).

7178 children were given their 1st preference (85%) (6858 or 82.4% last year)

689 children were given their 2nd preference (8%) (763 or 9% last year)

209 children were given their 3rd preference (2.5%) (241 or 2.9% last year)

75 children were given their 4th preference (72 last year)

25 children were given their 5th preference (25 last year)

279 or 3.3% (382 or 4.6% last year) **children were not able to be offered any of their preferences and were made an alternative offer.** Of these, all either applied late, did not follow the advice to include their nearest school amongst their preferences, and / or only provided one preference.

There are 217 children known to be on roll of a Leeds Primary School who have not submitted a request for a secondary school place, despite chasing and repeated contact via post and through primary schools. We have written to these families again on offer day to advise them how they should apply for a place. There are 536 places still available across the city on offer day.

What to do if one of your constituents approaches you for help

The first thing parents can do is to send back the **waiting list** request form by the **deadline of 17 March**. This will ensure that their child is placed on the waiting list for their preferred schools at the earliest point and give them the greatest chance that they may be offered a place. Waiting lists are held in order of the priorities within the admission policy.

They can also request an **appeal** for any school they have been refused. In order to hear the appeal at the earliest opportunity they must return the form **by 28 March**. Appeals requested after this will be heard within 40 school days, but this may not be before the end of term.

You may wish to write a letter of support for them or accompany them at an appeal. Only elected members with a direct conflict of interest (who are on the governing body of the school, or have lead responsibility for education) are not able to support parents in this way.

Free and impartial information on appeals is available from a national charity called the ACE Education Advice through their website www.ace-ed.org.uk.

Anyone who has not been allocated any of their preferences has received information on current vacancies which they may wish to consider when requesting a place on additional waiting lists.

Families with children in year 6 in a Leeds school but have not applied have received information on current vacancies and information on how to apply.

If you believe a mistake may have been made then email rebecca.mccormack@leeds.gov.uk and the issue will be investigated. If a genuine mistake has been made we will always seek to correct it without the parent having to go to an appeal. Please ask parents to email any queries to education.admissions@leeds.gov.uk where a team of officers will ensure they receive a response, or to call the contact centre on 0113 222 4414 .