
Report to the Leeds Admission Forum

Date: 1 October 2009

**Subject: TERMS OF REFERENCE AND PROCEDURE OF THE
LEEDS ADMISSION FORUM**

Electoral Wards Affected:

Specific Implications For:

Ethnic minorities

Women

Disabled people

1. Purpose of this Report

To draw member's attention to the Leeds Admission Forum's final Terms of Reference and Procedure

2. Guidance

The Leeds Admission Forum at its meeting on 20 January 2009 were informed of the necessary changes to the Forum's membership and Terms of Reference and Procedure required by The School Admissions (Local Authority Reports and Admission Forums) (England) Regulations 2008 and the mandatory provisions of the Schools Admission Code issued by the Department of Children Schools and Families both of which came into force on 10 February 2009.

The Executive Board of the Council at its meeting on 1 April 2009 noted the necessary changes to the membership and Terms of Reference and a copy of the final revised Terms of Reference and Procedure is attached.

3. Recommendation

Members are asked to note the Forum's revised Terms of Reference and Procedure.