

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

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.