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Ref Recording of Statistics

**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 10<sup>th</sup> 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                         | Criteria 1 |     |    |    | Criteria 1 Total | Criteria 2 |     |     |      |     |       | Criteria 2 Total |
|--|------------|-----|----|----|------------------|------------|-----|-----|------|-----|-------|------------------|
|  | ATT        | UKS | VA | YC |                  | TRAV       | ASR | LAC | UASC | SA+ | SHORT |                  |
| Allocated                              | 0          | 0   | 0  | 0  | 0                | 0          | 0   | 0   | 0    | 0   | 0     | 0                |
| 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                         | 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 |   |                  |                |                |  |
| Allocated                              | 0          | 0   | 0   | 0   | 0    | 0  | 0   | 0   | 0      | 0     | 0                | 0 | 0                | 0              | 0              | 0  |
| 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                           | Criteria 1 |     |    |    | Criteria 1 Total | Criteria 2 |     |     |      |     |       | Criteria 2 Total |
|--|------------|-----|----|----|------------------|------------|-----|-----|------|-----|-------|------------------|
|  | ATT        | UKS | VA | YC |                  | TRAV       | ASR | LAC | UASC | SA+ | SHORT |                  |
| Allocated                              | 0          | 0   | 0  | 0  | 0                | 0          | 0   | 0   | 0    | 0   | 0     | 0                |
| 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    | 1   | 0     | 1                |
| Criteria Total                         | 0          | 0   | 0  | 0  | 0                | 0          | 0   | 0   | 0    | 1   | 0     | 1                |

| October-2009                           | 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 |                  |                |                |  |   |
| Allocated                              | 0          | 0   | 0   | 0   | 0    | 0  | 0   | 0   | 0      | 0     | 0                | 0                | 0              | 0              | 0  | 0 |
| 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 |
| Amley Primary School  | 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   |
| Bramley St Peter's Church of England Voluntary Controlled Primary School        | 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   |
| Calverley Parkside Primary School   | 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                | 1   |
| Christ Church Upper Amley Church Of England Voluntary Controlled Primary School | 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   |
| Cobden Primary School   | 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   |
| Farsley Springbank Junior School  | 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   |
| Five Lanes Primary School   | 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   |
| Greenside Primary School  | 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   |
| Holy Family Catholic Primary School   | 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                | 1   |
| Lower Wortley Primary School  | 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                | 1   |
| Park Spring Primary School  | 1          | 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   |
| Pudsey Primrose Hill Primary School   | 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   |
| Pudsey Waterloo Primary School  | 1          | 0   | 0     | 1                | 0          | 0   | 0   | 0    | 0   | 0     | 0                | 0   |
| Rainville Primary School  | 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                | 1   |
| Southroyd Primary and Nursery School  | 0          | 0   | 0     | 0                | 0          | 0   | 0   | 0    | 0   | 0     | 0                | 0   |
| St Bartholemew's Church of England Voluntary Controlled Primary School          | 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   |
| Stanningley Primary School  | 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   |
| Swinnow Primary School  | 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   |
| Whingate Primary School   | 0          | 0   | 0     | 0                | 1          | 0   | 0   | 0    | 0   | 0     | 0                | 1   |
| Whitecote Primary School  | 0          | 0   | 0     | 0                | 0          | 0   | 0   | 0    | 0   | 0     | 0                | 0   |
| Criteria Total  | 2          | 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 | YQ | PEx | PRU | FT WDN | WEDGE |                  |                |                |   |
| Ambley 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              | 0   |
| Christ Church Upper Ambley 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              | 0   |
| Raynville Primary School   | 0          | 0   | 0   | 0   | 0    | 0  | 0   | 0   | 0      | 0     | 0                | 0              | 0              | 1   |
| 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   |
| Sunnierfield 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   |
| Whingate 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              | 1              | 9   |