

Report of Director of Children and Families

Report to Executive Board

Date: 12th February 2020

Subject: Determination of School Admissions Arrangements for 2021/22.



Are specific electoral wards affected? If yes, name(s) of ward(s):	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Has consultation been carried out?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Will the decision be open for call-in?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, access to information procedure rule number: Appendix number:	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Summary

1. Main issues

- This report seeks approval for the local authority (Leeds City Council) admission policy for September 2021. The policy applies to all Community and Voluntary Controlled Schools in the city (104 schools).
- All Academy, Voluntary Aided, Foundation Trust and Free Schools are their own admitting authority and so determine their own admission arrangements.
- The School Standards and Framework Act 1998 Section 84 and The School Admissions (Admission Arrangements and Co-ordination of Admissions Arrangements) (England) Regulations 2012 require the local authority (LA) to consult on their proposed admissions arrangements, every seven years or whenever any changes are proposed.
- The admissions arrangements for September 2021 must be determined by 28 February 2020.

- Where changes are proposed to an admission policy, the admitting authority must run a statutory consultation under provisions in the School Admission Code. The LA carried out a statutory consultation on the secondary admission arrangements between 13 December 2019 and 23 January 2020. The proposed changes related to Published Admission Number (PAN) for individual secondary schools and not to any admission oversubscription criteria.

2. Best Council Plan Implications (click [here](#) for the latest version of the Best Council Plan)

- a) The admissions policy and arrangements continue to ensure children receive fair and consistent treatment and have reasonable access to local schools. This supports the council's obsession to improve attendance and contributes to good educational outcomes for children.
- b) A key objective within the Best Council Plan is to build a child friendly city and for Leeds to be the best city in which to grow up. The delivery of pupil places through the admissions arrangements is one of the fundamental entitlements in a child friendly city. A good quality school place supports the priority aim of closing achievement gaps for children and young people vulnerable to poor learning outcomes, contributing to the achievement of targets within the Childrens and Young People's Plan to 'improve attendance, attainment and achievement'.

3. Resource Implications

- Resource implications may arise should the temporary reduction in PAN at Roundhay not be approved. The secondary is a PFI building and was expanded to accommodate the increased admission number of 300. The sixth form provision has continued to grow and the school is operating at maximum capacity. Should temporary accommodation be required for additional pupils, it is expected that planning permission would be a significant challenge and costs would be prohibitive and disproportionate to the need.

Recommendations

Executive Board is asked to:

- A) Determine the school admissions arrangements for 2021 by approving the admissions policies for the Leeds Community and Voluntary Controlled Primary and Secondary schools (Appendices A and B) including approving the one year reduction in the Published Admission Number (PAN) of Roundhay All through School (secondary site) to 210 for 2021.
- B) Noting the following;
- C) The Published Admission Number (PAN) of Allerton High School has been permanently increased from 189 to 220.
- D) There are no changes to the admission policy for Primary and Junior schools.
- E) The Coordinated schemes for admissions arrangements for entry in September 2021 (Appendices C and D) and that there are no changes to the 2020

arrangements other than updates to timelines and to some minor wording to ensure procedural accuracy.

F) Approve that the decisions of the Board in respect of this report be exempted from the Call In process, for those reasons as detailed in paragraph 4.5.2.

G) Note that the officer responsible for this work is the Lead for Admissions and Family Information Service, and the date for implementation (i.e. determination of the policies) is no later than 28 February 2020, with the policy published by 15 March 2020.

1. Purpose of this report

1.1 This report seeks approval of the local authority admissions policy and admissions arrangements for entry to voluntary controlled and community schools in September 2021.

2. Background information

2.1 Admission Authorities must set ('determine') admission arrangements annually. The admission arrangements are made up of the admission policy, any supplemental information forms and catchments maps each year. Executive Board as the decision maker is asked to determine the admission arrangements as a whole for community and voluntary controlled schools.

2.2 There are currently 97 Primary, 1 Junior, 4 Secondary schools and 1 All Through school that the attached admission policies apply to. All other Leeds schools are responsible for setting their own admission arrangements.

2.3 For 2020/21, there are no substantive changes to the oversubscription criteria. The changes are to two published admission numbers for year 7 admissions.

2.4 The arrangements for September 2021 must be determined no later than 28th February 2020.

2.5 Where changes are proposed, or a Published Admission Number (PAN) is to be reduced, the arrangements must undergo public statutory consultation. The LA conducted such a consultation between 13 December 2019 and 23 January 2020 to seek views on a reduction to the PAN for Roundhay All Through School (secondary phase) from 240 to 210 for one year.

2.6 In line with the regulations, information about the consultation was sent to all local schools, neighbouring authorities, diocesan bodies, elected members, trade unions and early years' providers. It was also hosted on the Leeds.gov.uk web site for parents to comment via a survey.

2.7 Attached as Appendix E is a summary of the outcome of school admissions arrangements for 2019/20.

3. Main issues

Admission policy

- 3.1 The admission arrangements are included in full at Appendices A and B and include the admission policy, supplementary information forms and priority catchment area maps.
- 3.2 As outlined in Appendix E, the arrangements in place for admissions in September 2019 saw no significant issues, as such there were no significant changes proposed for the arrangements for 2020/21, with no change to the oversubscription criteria.

Changes to Published Admission Numbers (PAN)

- 3.3 Roundhay All Through School is a school for pupils aged 4-18. All children on roll in year 6 automatically transfer into year 7 and these pupils do not have to apply for a year 7 secondary school place.
- 3.4 The secondary phase of the school also admits other external applicants into year 7. Under the School Admissions Code, the arrangements must include a PAN which is the minimum number of external applications the school must admit into year 7 in September 2021.
- 3.5 The secondary school site can accommodate a maximum of 300 pupils in year 7. This is usually made up of 60 children moving from the primary school site to the secondary school site (from year 6 to year 7) with a PAN of 240 for places offered to other applicants.
- 3.6 In September 2021 there will be 90 children moving from year 6 into year 7 because the school admitted a bulge class of 30 (90 pupils in total) into Reception in 2014 to meet local need. All 90 pupils will transfer into year 7 in September 2021 unless their parents request a different school.
- 3.7 The school can only accommodate 300 year 7 pupils in total, therefore the LA has consulted on a reduction in PAN to 210 for one school year only (September 2021 to July 2022). This is to ensure the school still has a total of 300 year 7 places for this academic year, made up of 90 pupils transferring from year 6 into year 7 and 210 places for applicants.
- 3.8 There were 20 consultation responses received. The majority of respondents described themselves as parent/carers and/or local residents living in the LS8 area. When asked whether they supported or opposed the proposal to reduce the PAN at Roundhay all through school from 240 places to 210 places in year 7 for the school year September 2021 to July 2022, the responses were as follows:

Strongly support	4
Somewhat support	3
Neither support nor oppose	1
Somewhat oppose	1
Strongly oppose	11

- 3.9 The respondents who opposed the proposal raised concerns about the reduction in PAN by 30 places for the 2021 academic year. The comments included that this would have a disproportionate impact on local children who live in the secondary school priority catchment area, in particular those who may live closer to the secondary school, with respondents raising concern that children attending the primary site live outside the Roundhay area.

- 3.10 There were also responses raising concerns about siblings not being able to attend this school. There are no proposed changes to the criteria and sibling priority is higher than catchment priority, so these children are unlikely to be impacted.
- 3.11 There were concerns raised that the reduction in PAN limits the possibility of those living near Kerr Mackie Primary School or in areas like Oakwood and Gipton Wood being offered a place. The catchment areas of the primary and secondary sites do include overlap – in particular in the areas of Ladywood and part of Oakwood. This means a number of children on roll at the primary site who transfer automatically will also live in the secondary school’s catchment area.
- 3.12 The admission data relating to the 90 pupils admitted into reception in September 2014, shows that the majority of pupils lived in the neighbourhoods covered by the secondary site’s catchment area and the areas where Roundhay secondary pupils are usually drawn from. The reduction in PAN is not a reduction in overall places available in the area, simply that 30 more children than usual are already on the roll of the school. As the ‘cut-off distance’ changes each year based on demand; and due to siblings and a range of other factors it is not possible to state with certainty the extent to which the temporary reduction will impact on families living furthest from the school.
- 3.13 The Sufficiency and Participation Team reviews the number of available school places each year and is currently working with a number of schools city-wide to ensure that there are sufficient places for September 2020 onwards. In Roundhay and adjoining areas a number of additional places are planned. The outcomes of a consultation to permanently expand Allerton Grange School by 60 places in year 7 each year from 2021 is due to be considered by Executive Board. Allerton High School is permanently increasing its PAN to offer additional places each year from September 2021. In addition, the LA has consulted on a new 8 form entry secondary free school in the East of the city which if successful would also provide additional places from September 2021.
- 3.14 The reduction in PAN at Roundhay is a temporary, one year reduction, and the PAN for the school will return to 240 for September 2022 admissions into Year 7.
- 3.15 Other changes included in the proposed policy

The other changes to PAN are increases in PAN which do not require any statutory consultation process. The permanent increases to PAN included in the proposed arrangements are:

- 3.15.1 Allerton High School from 198 to 220 from September 2021. The LA has offered 220 places at the school in year 7 over the last few years and has now decided to make the change permanent.
- 3.15.2 Benton Park has been permanently increased from 245 to 300 from September 2021. This was consulted on separately and approved in February 2019.
- 3.15.3 The primary admission policy also confirms an increased PAN for one primary school; Micklefield Primary School from 20 to 30 places. There was a formal public expansion consultation for Micklefield Primary School in 2019.

- 3.15.4 Following the School Adjudicator decision in July 2019 to reduce the PAN for Hollybush Primary School to 60 for 2019/20 and 2020/21, the PAN for 2021/22 remains at 60.

Co-ordinated Scheme

- 3.16 The Co-ordinated Scheme sets out the key dates and how the coordination between neighbouring local authorities and own admitting Leeds schools operates for entry in the normal admissions round in September 2021 (Appendices C and D). The only key changes to this scheme from last year relate to the updating of the dates included in the scheme.

4. Corporate considerations

4.1 Consultation and engagement

- 4.1.1 Consultation was carried out in accordance with the regulations (School Admission Code, 2014) and local custom and good practice, and included consultation with ward members.

4.2 Equality and diversity / cohesion and integration

- 4.2.1 The EDCI screening form is attached as appendix F to this report. No adverse implications are anticipated.

4.3 Council policies and the Best Council Plan

- 4.3.1 The admissions policy and arrangements continue to ensure children receive fair and consistent treatment and have reasonable access to local schools. This supports the council's obsession to improve attendance and contributes to good educational outcomes for children.

- 4.3.2 A key objective within the Best Council Plan is to build a child friendly city. The delivery of pupil places through the admissions arrangements is one of the fundamental entitlements in a child friendly city. A good quality school place contributes to the achievement of targets within the Childrens and Young People's Plan such as our obsession to 'improve attendance, attainment and achievement'.

Climate Emergency

- 4.3.3 For many years, the Leeds admission policy has been focused on local children attending local schools and so being able to walk to school. The introduction of catchment areas for September 2020 admission to all Leeds community and voluntary controlled schools is expected to support more children to attend a local school, thus reducing the need for transport and reducing the carbon footprint.

4.4 Resources, procurement and value for money

- 4.4.1 There are resource implications which may arise should the temporary reduction in PAN at Roundhay not be approved. The secondary site is a PFI building and was expanded to accommodate the increased number of pupils to 300 for 2017. The

sixth form provision has continued to grow and the school is operating at maximum capacity.

- 4.4.2 If the reduction in PAN for one year were not approved by Executive Board, the existing school building would be unable accommodate the additional 30 pupils moving through from the primary site, resulting in a need to further expand the school accommodation for a 5 year period.
- 4.4.3 This would have a significant (not yet costed) financial impact. It is not believed that this would be value for money as it would be disproportionately expensive to provide the required temporary accommodation for the required 5 years on a PFI site while the bulged cohort moved through the school.
- 4.4.4 Should temporary accommodation be required for additional pupils, planning permission would also be a significant challenge and costs would be prohibitive and disproportionate to the need.

4.5 Legal implications, access to information, and call-in

- 4.5.1 As the admitting authority for community and voluntary controlled schools, Leeds City Council Executive Board is required under The School Admissions (Admission Arrangements and Coordination of Admission Arrangements) Regulations 2012 and the Admissions Code 2014 to determine the admissions arrangements by 28 February 2020.
- 4.5.2 A recommendation is made that this report be exempt from call in. This is because the School Admissions Code (2014) requires that all admission arrangements are determined by 28 February annually. The Local Authority is also obliged to hold a statutory 6 week consultation on any changes to arrangements which commenced in Leeds on 13 December following purdah. It was not possible to take the decision before February Executive Board due to these requirements. If the determination of the council's admission arrangements were delayed due to call-in, and could not be implemented by the statutory deadline of 28 February, the Local Authority would not have met the statutory requirements of the School Admissions Code (2014) and may be referred for adjudication by the Office of the School Adjudicator.

4.6 Risk management

- 4.6.1 There are no significant risks associated with the required approval of the policy for 2021. The risk relating to the management of sufficiency of school places is managed through the city's corporate risk register.

5. Conclusions

- 5.1 The admission arrangement for September 2021 must be determined by the Executive Board no later than 28th February 2020.
- 5.2 Whilst there were consultees who opposed the reduction in PAN at Roundhay (Secondary site), the resource implications to alter the building to accommodate 30 additional pupils are disproportionate in comparison to the proposed temporary, one year reduction in external places.

6. Recommendations

Executive Board is asked to:

- A) Determine the school admissions arrangements for 2021 by approving the admissions policies for the Leeds Community and Voluntary Controlled Primary and Secondary schools (Appendices A and B) including approving the one year reduction in the Published Admission Number (PAN) of Roundhay All through School (secondary site) to 210 for 2021.
- B) Noting the following;
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 - c. The Coordinated schemes for admissions arrangements for entry in September 2021 (Appendices C and D) and that there are no changes to the 2020 arrangements other than updates to timelines and to some minor wording to ensure procedural accuracy.
- C) Approve that the decisions of the Board in respect of this report be exempted from the Call In process, for those reasons as detailed in paragraph 4.5.2.
- D) Note that the officer responsible for this work is the Lead for Admissions and Family Information Service, and the date for implementation (i.e. determination of the policies) is no later than 28 February 2020, with the policy published by 15 March 2020.

7. Background documents¹

7.1 None

¹ The background documents listed in this section are available to download from the council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.