

Report Title:	School Admission Arrangements and Co-ordinated Admissions Scheme 2020/21
Contains Confidential or Exempt Information?	NO - Part I
Member reporting:	Councillor Airey, Lead Member for Children's Services
Meeting and Date:	Cabinet - 13 December 2018
Responsible Officer(s):	Kevin McDaniel, Director of Children's Services
Wards affected:	All

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## REPORT SUMMARY

1. The Royal Borough of Windsor and Maidenhead is the admissions authority for community and voluntary controlled schools in the borough, and sets the admissions arrangements for these schools. The borough has a duty to determine the arrangements for the academic year 2020/21 by 28 February 2019. There are no proposed changes to the admission arrangements from the current arrangements.
2. The Local Authority also has a statutory duty to formulate a scheme to co-ordinate admission arrangements for all publicly funded schools within their area for phase transfer, e.g. primary to secondary school, and publish it on the website by 1 January 2019. There are no proposed changes to the co-ordinated admissions scheme from the current scheme.

## 1. DETAILS OF RECOMMENDATION(S)

**RECOMMENDATION:** That Cabinet notes the report and:

- i) Approves, and thereby determines, the RBWM Admission Arrangements for 2020/21 set out at Appendix 1.
- ii) Approves, and thereby determines, the RBWM Co-ordinated Admissions scheme for 2020/21 set out at Appendix 2.

## 2. REASON(S) FOR RECOMMENDATION(S) AND OPTIONS CONSIDERED

### Admission arrangements 2020/21

- 2.1 The Royal Borough of Windsor and Maidenhead is the admissions authority for all community and voluntary controlled schools in the borough, and sets the admissions criteria for these schools. The borough has a duty to determine the admission arrangements for 2020/21 by 28 February 2019.
- 2.2 Voluntary aided schools, academies and free schools are responsible for determining their own admission arrangements.
- 2.3 The admissions arrangements include the process for applying for a school place, the criteria for allocating places if a school is over-subscribed, and a list

of how many places per year group are available at each school (Published Admission Number (PAN)).

- 2.4 If there are significant changes to the borough's arrangements (for example, a reduction in the PAN) a consultation lasting for a minimum of six weeks must take place between 1 October and 31 January in the determination year.
- 2.5 Demand for Reception places in the Windsor first schools is projected to fall over the next few years, potentially giving a surplus of 108 Reception places (20%) by September 2021.
- 2.6 The Royal Borough has written to the first schools in the town to gauge interest in temporary reductions in PANs. No schools have yet agreed, so any future decision to reduce PANs for September 2020 cannot be subject to the statutory consultation period. They will require an application to the Schools Adjudicator for a variation to the determined admissions arrangements.
- 2.7 In December 2017, the Minister of State for School Standards, Rt. Hon Nick Gibb MP, wrote to all local authorities and admission authorities asking them to consider giving priority in the oversubscription criteria to children who have and have ceased to be in state care outside of England as a result of being adopted.
- 2.8 Until this becomes a statutory requirement under the School Admissions Code 2014, RBWM will continue to consider individual cases under the existing social/medical criterion. This information will be included in the guidance for applying under this criterion provided to parents.
- 2.9 There are no proposed changes to the existing admission arrangements for 2020/21.

#### **Co-ordinated admissions scheme**

- 2.10 Although academies, voluntary aided and free schools are their own admitting authority, the Royal Borough of Windsor and Maidenhead is required to formulate a scheme to co-ordinate admission arrangements for all publicly funded schools within their area. The scheme outlines the method for processing and co-ordinating applications for school places in the normal admissions round for first entry into school and transfer to secondary school. It covers applications from borough residents and from other authority residents for any state funded school located in the Royal Borough.
- 2.11 If there are significant changes to the borough's co-ordinated admissions scheme, a consultation lasting for a minimum of six weeks must take place. There are no proposed changes for 2020/21, and therefore no need to consult.
- 2.12 The Code requires that the co-ordinated admissions scheme is determined and published on the RBWM website by 1 January 2019.

## Options

**Table 1: Options arising from this report**

Option	Comments
Approve and thereby determine, the Admissions Arrangements and Co-ordinated Admissions scheme for 2020/21 as per the attached appendices. <b>Recommended option</b>	The admission arrangements and co-ordinated admissions scheme will be determined within the statutory framework.
Do not approve the Admissions Arrangements and Co-ordinated Admissions scheme for 2020/21 as per the attached appendices.	The local authority will be in breach of the statutory framework set out in the Code.

### 3. KEY IMPLICATIONS

**Table 2: Key Implications**

Outcome	Unmet	Met	Exceeded	Significantly Exceeded	Date of delivery
The admission arrangements for 2020/21 are determined on time.	Not determined by 28 February 2019.	Determined by 28 February 2019.	N/A	N/A	28 February 2019
The co-ordinated admissions scheme for 2020/21 is determined on time.	Not determined by 1 January 2019.	Determined by 1 January 2019.	N/A	N/A	1 January 2019.

### 4. FINANCIAL DETAILS / VALUE FOR MONEY

4.1 There are no financial implications.

### 5. LEGAL IMPLICATIONS

5.1 The School Admissions Code 2014 is issued under Section 84 of the School Standards and Framework Act 1998. The purpose of the code is to ensure that all school places for maintained schools excluding maintained special schools and all academies are allocated and offered in an open and fair way.

5.2 Regulations 26 to 32 and Schedule 2 of the School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012 cover the requirements of the co-ordinated admissions scheme.

## **6. RISK MANAGEMENT**

6.1 None.

## **7. POTENTIAL IMPACTS**

7.1 There are no staffing/workforce or accommodation implications, and no property and assets implications, arising from the recommendations in this report.

## **8. CONSULTATION**

8.1 The borough is not required to consult on the co-ordinated admissions scheme where no significant changes have been proposed and the scheme has been consulted on within the last seven years. The last public consultation took place in the period December 2015 to January 2016.

8.2 The borough is not required to consult on the admission arrangements where no significant changes have been proposed and the scheme has been consulted on within the last seven years. The last public consultation took place in the period December 2017 to January 2018.

## **9. TIMETABLE FOR IMPLEMENTATION**

9.1 Implementation date if not called in: Immediately.

**Table 3: Implementation timetable**

<b>Date</b>	<b>Details</b>
1 January 2019	The statutory deadline for determining and publishing the co-ordinated admissions scheme for 2020/21.
28 February 2019	The statutory deadline for determining the admission arrangements for 2020/21.

## **10. APPENDICES**

10.1 This report is supported by two appendices:

- Appendix 1: Admission arrangements for Royal Borough of Windsor and Maidenhead community and voluntary controlled Schools
- Appendix 2: Co-ordinated admissions scheme for Royal Borough of the Windsor and Maidenhead maintained schools

## 11. BACKGROUND DOCUMENTS

11.1 This report is supported by four background documents:

- School Admissions Code, DfE December 2014
- School Standards and Framework Act 1998
- School Admissions (Admission Arrangements and Co-ordination of Admissions Arrangements (England) Regulations 2012
- Letter from the Minister of State for School Standards re: children adopted outside of England, December 2017

## 12. CONSULTATION (MANDATORY)

<b>Name of consultee</b>	<b>Post held</b>	<b>Date sent</b>	<b>Date returned</b>
Cllr Airey	Lead Member for Children's Services	15.11.18	15.11.18
Russell O'Keefe	Acting Managing Director	15.11.18	
Rob Stubbs	Section 151 Officer	15.11.18	15.11.18
Elaine Browne	Interim Head of Law and Governance	15.11.18	15.11.18
Nikki Craig	Head of HR and Corporate Projects	15.11.18	15.11.18
Louisa Dean	Communications	15.11.18	15.11.18
Andy Jeffs	Executive Director	15.11.18	15.11.18
Kevin McDaniel	Director of Children's Services	15.11.18	
Angela Morris	Director of Adult Social Services	15.11.18	
Hilary Hall	Deputy Director of Commissioning and Strategy	15.11.18	15.11.18
	Other e.g. external		

## REPORT HISTORY

<b>Decision type:</b>	<b>Urgency item?</b>	<b>To Follow item?</b>
Non-key decision	No	N/A
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