

EXECUTIVE DECISION RECORDING SYSTEM: REFERENCE NUMBER

CABINET

2ND April 2007

ADMISSION ARRANGEMENTS FOR APPLICATIONS TO SCHOOL IN SEPTEMBER 2008

REPORT OF THE EXECUTIVE DIRECTOR CHILDREN YOUNG PEOPLE AND FAMILIES

1. PURPOSE OF THE REPORT

- 1.1 To provide detailed information about the proposed Admission Arrangements that will apply to the admission of pupils to Oldham Community and Voluntary Controlled Primary and Secondary schools for the academic year 2008/9.
- 1.2 To explain the reasons why certain changes to previously agreed arrangements have had to be made after annual consultation had concluded, without the consultees being aware of the proposed changes.

2. EXECUTIVE SUMMARY

- 2.1 The DfES published a new School Admissions Code in early January 2007 replacing the former Code of Practice. Previously all Admission Authorities were required to have regard to the Code of Practice. The new School Admissions Code 2007, however, places statutory obligations upon all Admission Authorities to comply with the mandatory and statutory requirements of the School Admissions Code. Failure to do so will be a breach of the Admission Authorities' statutory duty.
- 2.2 The January 2007 School Admissions Code has unexpectedly ruled out all first preference first admission schemes. First preference first schemes have operated very successfully in Oldham for many years. Admissions to all maintained schools, however, must now be administered under a Co-ordinated Admission Scheme that treats all preferences as equal.
- 2.3 An equal preference scheme still allows parents to express at least three preferences. When application forms are received, preferences for all schools are recorded without reference to a parent's priority order. If more than one preference can be met the LA must offer a place in the highest preference school possible.
- 2.4 As most parents express multiple preferences this could equate to around 18,000 applications for school places each year from Oldham parents.
- 2.5 The distance between the home address and the school address is a tie-breaker in almost all Oldham primary and secondary school Admission Authorities' oversubscription criteria. It is also an oversubscription criterion for community and

voluntary controlled primary schools after siblings have been accommodated.

- 2.6 In order to comply with the statutory requirements of the new Code it will be necessary to change the present system of measuring distance from home to school from the 'shortest safe walking route that is paved and lit', to a straight-line measurement from the data points of home post code to school post code.
- 2.7 Legal, IT and Finance opinion has been sought. All support the need to adopt a straight line measurement. The Schools Adjudicator has also recently determined that straight-line measurement is recognised as good practice.
- 2.8 As consultation has already been completed it will be necessary to notify all consultees of the necessary changes to school admission arrangements brought about by the statutory and mandatory requirements of the new School Admissions Code 2007.

3. **RECOMMENDATIONS**

- 3.1 That the contents of this report are noted.
- 3.2 That the proposed Admission Arrangements for admissions to school in September 2008 be approved.

ADMISSION ARRANGEMENTS FOR APPLICATIONS TO SCHOOL IN SEPTEMBER 2008

REPORT OF THE EXECUTIVE DIRECTOR CHILDREN, YOUNG PEOPLE AND FAMILIES

1. INTRODUCTION/BACKGROUND

1.1 Statutory Framework

The School Admissions Code 2007 imposes mandatory requirements and refers to statutory requirements (i.e. those imposed by primary or secondary legislation) with which all Admission Authorities must comply. The relevant legislation that relates to school admissions is:

- Education Act 1996
- School Standards and Framework Act 1998
- Education Act 2002
- Education Act 2005
- Education and Inspections Act 2006

1.2 Statutory Duty To Publish Admission Arrangements

Local Authorities are required under section 92 of the School Standards and Framework Act 1998 and the Education (School Information) (England) Regulations 2002 to publish, in hard copy, the Admission Arrangements for all maintained schools in their area and make this information available for parents. Admission Authorities must then follow the determined, published Admission Arrangements. Failure to do so would amount to a breach of the Admission Authorities' statutory duty.

1.3 Statutory Duty to Publish a Notice

In order for parents to exercise their right to refer an objection to the Schools Adjudicator if they consider that admission arrangements do not comply with the law or the mandatory requirements of the Code, LAs are required to publish a notice in a local newspaper as soon as all admission arrangements for schools in their area have been determined.

1.4 Statutory Duty To Comply With Parental Preference

Section 96 of the School Standards & Framework Act 1998 states:

1. A local education authority shall make arrangements for enabling the parent of a child in the area of the authority to express a preference as to the school at which he wishes education to be provided for his child in the exercise of the authority's functions; and

2. Subject to subsection 3, a local education authority and the governing body of a maintained school shall comply with any preference expressed in accordance with arrangements made under subsection 1.
3. The duty imposed by subsection 2 does not apply if compliance with the preference would prejudice the provision of efficient education or the efficient use of resources.

1.5 Statutory Duty to Comply with Infant Class Size Legislation

The School Standards and Framework Act 1998 requires children aged 5, 6 and 7 to be educated in classes of no more than 30 children per qualified school teacher.

1.6 Statutory Duty To Write Co-ordinated Admission Schemes

The School Standards and Framework Act 1998, as amended by the Education Act 2002, introduced statutory requirements for every Local Authority (LA) to draw up schemes to co-ordinate admissions covering every maintained school (but not special schools) in its area.

The LA has a duty to advise the Secretary of State by April 15th each year that Co-ordinated Admission Schemes have been agreed and are in place for the next admissions round.

Co-ordinated Admission Schemes are intended to simplify the admission process for parents and establish mechanisms for ensuring, so far as reasonably practicable, that every parent of a child living in the LA area receives an offer of one, and only one, school place on the same day.

All Admission Authorities operating within that area are required to comply with the terms of the relevant Co-ordinated Admission Scheme.

1.7 Admission Authorities for Oldham Maintained Schools.

Admissions to Oldham schools are governed by 38 Admission Authorities:

- 33 - Voluntary Aided Infant, Primary and Junior Schools
- 4 - Voluntary Aided Secondary Schools
- 1 - Local Authority covering all Community and Voluntary Controlled Schools.

1.8 The Local Authority as an Admission Authority.

The LA is responsible for admissions to Community and Voluntary Controlled Schools.

2 PLANNED ADMISSION NUMBERS (PAN)

- 2.1 A list of the PAN that will apply to Voluntary Aided, Community and Voluntary Controlled schools in September 2008 is attached at Appendix 4.

3 CURRENT POSITION

- 3.1** The Education and Inspections Act 2006 received Royal Assent in November 2006. The School Admissions Code has since been revised in order to reflect the requirements of the Act. All Admission Authorities must comply with the mandatory and statutory requirements of the School Admissions Code 2007 for the admission round for entry to schools in September 2008.
- 3.2** The Oldham Schemes for Co-ordinated Admissions have previously prioritised first preferences over all lower preferences - known as 'first preference first' - as part of the oversubscription criteria for schools. The School Admissions Code 2007 advises that this practice is unfair and disadvantages some children and families and this will be unlawful from 28th February 2007.
- 3.3** An 'equal preference' scheme must therefore be applied for the allocation of school places for entry to all primary and secondary schools in Oldham for the admission round commencing in September 2007, for entry to schools in September 2008.
- 3.4** In order to comply with legislation parents must be allowed to express a preference for at least three schools and must rank those preferences in priority order. The LA must then consider all preferences against each schools' oversubscription criteria. If more than one offer of a school place is possible the LA must then allocate a place at the parent's highest ranked school.
- 3.5** The School Admissions Code 2007 requires Admission Authorities to draw up oversubscription criteria that comply with the statutory and mandatory requirements of the Code. The criteria must be clear, objective, procedurally fair and equitable.
- 3.6** The School Admissions Code 2007 requires all Admission Authorities to ensure that an effective tie-breaker is included in their arrangements.
- 3.7** The LA, together with a number of Voluntary Aided Admission Authorities, uses distance from home to school in order to determine priority for admission, or as a tie-breaker. In order to ensure that this process is completed in a clear and transparent manner, all applications for school places will have to be measured to assess proximity to all the preferred schools. The potential number of measurements that may need to be assessed can be estimated as: 6000 annual applicants x 3 preferences = 18,000 measurements per year.
- 3.8** The School Admissions Code 2007 states that distance from home to school is a clear and objective oversubscription criteria. It is a mandatory requirement of the Code that Admission Authorities must use a reliable and reasonable system of measuring that distance, and ensure that parents understand the process.
- 3.9** Parents do not easily understand the current standard of measurement of 'shortest safe walking route measured along a paved and lit route'. Routes are calculated manually and are a subjective judgement, relying upon the knowledge of individual officers who determine those routes that are paved and lit, and those routes that are the shortest. Parents cannot easily replicate this judgement.
- 3.10** Parents cannot access the shortest safe walking route that is paved and lit on external

GIS software. Moreover, the DfES on-line facility for determining the closest school to an address uses national address point data to measure a straight line between the two points.

- 3.11** In a recent determination the Schools Adjudicator concluded that “in the interest of efficiency the school in question should carry out the measuring of distance by straight line on a map, as is common with most schools throughout the country.”

4 OPTIONS/ALTERNATIVES

- 4.1** To amend the current Admission Arrangements for the Community and Voluntary Controlled schools as proposed in order to comply with the legislation.
- 4.2** To make no amendments to the current Admission Arrangements for Community and Voluntary Controlled schools and fail to comply with statutory requirements.

5 PREFERRED OPTION

- 5.1** To amend the LA Admission Arrangements for admission to Community and Voluntary Controlled primary and secondary schools in order to comply with the statutory and mandatory requirements of the School Admissions Code 2007.
- 5.2** Oldham’s proposed Admission Arrangements for the 2007-2008 admissions round for entry into schools in September 2008 are attached at Appendices 1 and 2. These include the oversubscription criteria that will be applied in the event that there are more applications than places available at an Oldham Community or Voluntary Controlled School.

6 CONSULTATION

- 6.1** The Schools Admissions Forum considered the current Admission Arrangements in September 2006, prior to wider consultation, and did not recommend any changes.
- 6.2** The Forum has been notified of the proposed changes to Admission Arrangements at the meeting held on 22nd February 2007.
- 6.3** The required annual consultation with school Governing Bodies and neighbouring authorities on Admission Arrangements for all Oldham Admission Authorities was undertaken throughout the 2006 autumn school term. The consultation responses, together with LA replies, are summarised at Appendix 3.
- 6.4** Formal consultation with neighbouring authorities on the proposed Oldham Co-ordinated Admissions Schemes has taken place.
- 6.5** The annual consultation process had been completed before the revised Admissions Code was received in January 2007. It was, therefore, conducted on the basis of a ‘first preference first’ scheme and measuring distance from home to school by a ‘shortest safe walking route that is paved and lit’.
- 6.6** The Cabinet Member and Executive Director, Children, Young People and Families

considered the proposed admissions arrangements at their meeting on 15th February 2007 and agreed that they be presented to Cabinet with a recommendation for their approval.

- 6.7** All previous consultees have been informed of:
- the proposed admission arrangements
 - the changes it has been necessary to incorporate after consultation
 - the reasons why these changes have been necessary.
- 6.8** The Overview & Scrutiny Commission for Young People & Lifelong Learning considered the report at their meeting on 28th February 2007. Notes from the meeting, including their comments, are included at Appendix 5.

7 FINANCIAL IMPLICATIONS

- 7.1** The introduction of a 'straight line measuring system' for assessing the proximity of the preferred schools will have no immediate financial implications due to the existing analytical tool already having this capability.
- 7.2** It should be noted however that the alternative 'shortest walking distance' method would require investment in a new analytical tool of up to £20k (capital cost and commissioning), £6k (annual service charge), and additional staffing costs. A detailed review would be required in the event of any future proposal to move from the 'straight-line' method to the 'shortest walking distance' method. GC

8 CORPORATE HUMAN RESOURCES COMMENTS

- 8.1** If straight-line measurements are adopted there are no human resource issues.
- 8.2** Should this method not be adopted there could be significant staffing implications. Currently distance measurements are calculated manually for approximately 450 pupils whereas an equal preference scheme could require as many as 18,000 calculations.

9 LEGAL SERVICES' COMMENTS

The Report correctly sets out the changes to the legislation governing school Admission Arrangements and the effect that these changes have had. It is therefore necessary to alter the proposed Admission Arrangements for September 2008 in order to comply with the legislation and the Code of Practice that will be in force at that time.

In addition, s89 of the School Standards and Framework Act 1998 imposes a duty on Admission Authorities to consult with all other Admission Authorities before determining the Admission Arrangements. As stated in the Report, this consultation occurred prior to the statutory changes being announced and it has been necessary to amend the proposed Admission Arrangements to comply. It is not possible to complete a full consultation process prior to the Authority's duty to notify the Secretary of State on the 15th April (as per the School Admissions (Co-ordination of Admission Arrangements) (England) Regulations 2007, if the Secretary of State has not been

informed of the Admission Arrangements by 15th April, then the Secretary of State may impose them), however, it is advisable that reasonable steps are taken to notify appropriate persons and, as far as possible, seek their views on the amendments.

The revised Code of Practice also stipulates that Admission Authorities should not employ unfair oversubscription criteria and highlights that the "first preference first" scheme may disadvantage some families. It is therefore necessary to amend the proposed Admission Arrangements so that fair oversubscription criteria may be employed. The proposed Admission Arrangements have been revised to incorporate an "equal preference" scheme into the oversubscription criteria for the next academic year, which is in accordance with the new Code of Practice.

As a result of this adoption of an "equal preference" scheme into the oversubscription criteria, it will be necessary to ensure that the remaining criteria is also clear, as directed by the Code of Practice. As the oversubscription criteria includes distance from the school, it is necessary to ensure that the way in which that distance is measured is also satisfactorily clear: the proposals to introduce a "straight line measuring system" should accomplish this. In addition, the Authority should have regard to the Best Value duty. This is not an exempt report. JT

10 TREASURER'S COMMENTS

There are no financial risks or implications to the service as a result of this report. JPL

11 IT IMPLICATIONS

Measuring straight-line distances can be achieved using the existing software and at no additional cost.

If the current method is retained an additional GIS software module would need to be purchased (at a cost from Tribal of £17,500 plus training and 30% annual maintenance charge) to automatically calculate shortest walking distances from within the admissions system. However, the GIS data required to identify safe routes (i.e. paved and lit) is not held by Environmental Services and therefore it is not possible at this time to fully automate the process. MF

12. PROPERTY IMPLICATIONS

There are no property implications arising from this report.

13. ENVIRONMENTAL AND HEALTH & SAFETY IMPLICATIONS

13.1 There are no implications for environmental or health & safety issues within the recommendations of this report.

14. COMMUNITY COHESION IMPLICATIONS (INCLUDING CRIME AND DISORDER IMPLICATIONS IN ACCORDANCE WITH SECTION 17 OF THE ACT)

14.1 Admission Authorities have a legal duty to comply with parental preference. Consequently, Oldham Admission Arrangements are based primarily on expressions

of parental preference.

- 14.2** It is a requirement of the School Admissions Code 2007 that Admission Arrangements and oversubscription criteria are clear and objective. The LA makes every effort to ensure that parents are not only aware of the published Admission Arrangements but that they also fully understand them.
- 14.3** Clear communication with parents will need to continue to ensure that they fully understand the Admission Arrangements and Co-ordinated Admission Schemes in order to make an informed decision. To this end, Admissions Officers will continue to support parents through this process, thereby maximising the LA's ability to satisfy parental preference wherever possible.
- 14.4** The Governing Bodies of Voluntary Aided schools are also fully aware of the importance of clear, objective Admission Arrangements. They continue to work closely with the LA in ensuring that measures are taken to communicate to parents the importance of an informed decision when identifying the school they wish their child to attend.
- 14.5** In line with the requirements of the new School Admissions Code 2007, the LA will be establishing an independent Choice Advice service. The aim of this service is to support those parents who find it hardest to engage with, and navigate, the secondary application process and to enable them to make informed decisions about which schools will best meet their child's needs.
- 14.6** The necessary Equality Impact Assessment has been undertaken and the resulting implications identified have been taken into account when formulating these arrangements. Actual impact will be monitored upon implementation and consideration given when reviewing these arrangements annually.

15. RECOMMENDATIONS

- 15.1** That the contents of this report are noted.
- 15.2** That the proposed LA Admission Arrangements, as detailed in Appendix 1 and 2, for admissions to school in September 2008 be adopted.
- 15.3** That the comments returned by schools during the consultation period, and the LA response, are noted (Appendix 3).
- 15.4** That the PAN for community and voluntary controlled schools are noted (Appendix 4).

16 FORWARD PLAN REFERENCE

Key Decision: YES

BACKGROUND PAPERS

The following is a list of background papers on which this Report is based in accordance with the requirements of Section 100D(1) of the Local Government Act 1972. It does not include documents which would disclose exempt or confidential information as defined by that Act.

DOCUMENT	DATE	FILE OR OTHER REFERENCE	PLACE OF INSPECTION
School Standards and Framework Act	1998	Pupil Service	Level 6, Civic Centre
Education Act	2002	Pupil Service	Level 6, Civic Centre
School Admission Code	2007	Pupil Service	Level 6 Civic Centre
Governing Body responses	Autumn 06	Pupil Service	Level 6, Civic Centre
Starting Primary School Information Booklet	2007/08	Pupil Service	Level 6, Civic Centre
Starting Secondary School Information Booklet	2007/08	Pupil Service	Level 6, Civic Centre
Primary and Secondary Co-ordinated Admission Schemes 2008	Feb 2007	Pupil Service	Level 6, Civic Centre
Equality Impact Assessment	Feb 2007	Pupil Service	Level 6, Civic Centre

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**ADMISSION ARRANGEMENTS FOR
COMMUNITY AND VOLUNTARY
CONTROLLED SECONDARY
SCHOOLS**

SECONDARY SCHOOL ADMISSIONS OMBC ADMISSION POLICY

1 BACKGROUND

1.1 Statutory Requirements

The School Admissions Code 2007 imposes mandatory requirements and refers to statutory requirements (i.e. those imposed by primary or secondary legislation) with which all Admission Authorities must comply. The relevant legislation that relates to school admissions is:

- Education Act 1996
- School Standards and Framework Act 1998
- Education Act 2002
- Education Act 2005
- Education and Inspections Act 2006

1.2 Duty To Publish Admission Arrangements

Local Authorities are required by section 92 of the School Standards and Framework Act 1998 and the Education (School Information) (England) Regulations 2002 to publish, in hard copy, the Admission Arrangements for all maintained schools in their area and make this information available for parents. Admission Authorities must then follow the determined, published Admission Arrangements. Failure to do so would amount to a breach of the Admission Authorities' statutory duty.

1.3 Duty To Comply With Parental Requests

Section 96 of the School Standards & Framework Act 1998 states:

1. A local education authority shall make arrangements for enabling the parent of a child in the area of the authority to express a preference as to the school at which he wishes education to be provided for his child in the exercise of the authority's functions; and
2. Subject to subsection 3, a local education authority and the governing body of a maintained school shall comply with any preference expressed in accordance with arrangements made under subsection 1.
3. The duty imposed by subsection 2 does not apply if compliance with the preference would prejudice the provision of efficient education or the efficient use of resources.

1.4 Duty To Write Co-ordinated Admission Schemes

The School Standards and Framework Act 1998, as amended by the Education Act 2002, introduced statutory requirements for every Local Authority (LA) to draw up schemes covering every maintained school (excluding special schools) in its area.

All Admission Authorities operating within that area are required to comply with the

terms of the relevant Co-ordinated Admission Scheme.

1.5 Duty to Agree an In Year Fair Access Protocol

The LA has a statutory obligation to agree an In Year Fair Access Protocol covering admissions, outside the normal admission round, to all maintained secondary schools in the borough. All Oldham maintained secondary schools are required to comply with the terms of the agreed In Year Fair Access Protocol.

2. OMBC POLICY FOR ADMISSIONS TO COMMUNITY AND VOLUNTARY CONTROLLED SECONDARY SCHOOLS

2.1 As one of the five Secondary School Admissions Authorities operating within the borough, the Local Authority will comply with the terms and conditions of the agreed scheme for the co-ordination of admissions.

2.2 The LA, as Admission Authority for all Community and Voluntary Controlled schools in the borough, will admit pupils to the school that their parents prefer, provided there are sufficient places available for all applicants.

2.3 All Admission Authorities are required to establish clear, unambiguous and fair oversubscription criteria that can be easily understood by parents. If there are more applicants for a Community or Voluntary Controlled school than there are places available, the LA oversubscription criteria detailed below will be applied to establish which pupils have priority for admission.

2.4 Oversubscription Criteria for Community and Voluntary Controlled Secondary Schools.

When a Community or Voluntary Controlled school is oversubscribed the following criteria will be applied, in the order stated, to determine which pupils have priority for admission:

1. Children who are in public care.
2. Those children who are considered to have an exceptional medical or social reason as to why they should attend a particular school. Parents will be required to submit evidence to support their application under this criterion. (See notes below regarding exceptional medical or social reasons)
3. Those children living within the geographical priority area for a school who will have a sibling at the school in attendance at the same time. (See notes below regarding geographical priority areas and sibling link)
4. Those children living within the geographical priority area for a school. (See notes below regarding geographical priority areas)
5. Those children who live outside the geographical priority area for a school who will have a sibling at the school in attendance at the same time. (See notes below regarding sibling link)
6. Those children who live outside the geographical priority area.

Tiebreaker

Where it is necessary to apply a tiebreaker in any of the above criteria groups, distance between home and school will be used. Those living closer to the school will have higher priority for admission.

2.5 Geographical Priority Areas

Breezehill. The east side of Oldham bounded by Huddersfield Road (but incorporating parts of Waterhead and Austerlands), Platting Road, Stockport Road, the Oldham Metropolitan Borough boundary, Snipe Clough, Kings Road, Woodstock Street and Oldham Way.

Counthill School. The east side of Oldham bounded by Lees Road, Shaw Road (Oldham) and the boundary of the former Oldham County Council including the former Lees District Council.

Failsworth School. The area of Failsworth.

Grange School. Parts of Royton and North Chadderton and the central areas of Oldham bounded by Shaw Road, Oldham by-pass, Manchester Street, Featherstall Road South and Middleton Road.

Hathershaw College of Technology & Sport. The areas surrounding the school, in particular the Bardsley area, the Fitton Hill area, the area west of Belgrave Road, Garden Suburb and the Werneth areas nearest to the school.

Kaskenmoor School. The area of South Oldham.

North Chadderton School. The areas of Royton, Crompton, Shaw and some areas of North Chadderton.

The Radclyffe School. Royton, Crompton, Shaw and North and Central Chadderton (North of Whitegate Lane/Thompson Lane).

Royton & Crompton School. The areas of Royton, Crompton and Shaw.

Saddleworth School. Saddleworth area i.e. the boundaries of the former Saddleworth Urban District now situated within Oldham Metropolitan Borough.

South Chadderton School. The area of Chadderton.

Maps outlining the geographical priority area for each school are available at the Civic Centre in Pupil Service on Level 6.

2.6 Exceptional Medical or Social Reasons

If parents are claiming that there are exceptional medical or social reasons why their child should be prioritized above other applicants, they must give reasons for this claim which must be supported by written evidence from a registered professional,

such as a doctor or social worker. The evidence must demonstrate the reasons why the school in question is the most suitable school, why an alternative school would not meet the child's needs and the difficulties that would be caused if the child had to attend another school. A panel of at least three senior officers will assess that evidence. The School Admissions Code 2007 states that Admission Authorities must not give higher priority to children under this criterion if the required documents have not been produced.

2.7 Sibling Link

The LA accepts that in some family units (1 or 2 parents/carers and children), the children may not be natural brothers and/or sisters. Older children from the same family unit, living at the same address, can be considered as a sibling link under this criterion. Checks will be made with the relevant schools that siblings do live at the same address.

2.8 Permanent Home Address

The only address the LA can consider is the permanent home address of the child. The permanent home address is considered to be the address of the adult/s with whom the child is permanently resident. Where a child stays with another parent for part of the week, further enquiries may be made in order to determine where the child is permanently resident.

2.9 Childcare

If a childminder, grandparents or another member of the family cares for the child on a daily basis at another address, the LA cannot consider this address for the purpose of the school admission process.

2.10 Fraudulent Information

The LA will take strong action, and the place offered may be withdrawn, if a false address, or one where the child is not actually living when s/he is not at school, is given.

2.11 Intention to Move House

An intention to change address cannot be considered by the LA until such a move has actually taken place and proof is available to substantiate the change of address. Proof of change of address will be accepted up until the latest reasonable date prior to the final allocation of school places.

2.12 Proximity to School

When measuring the distance between the home address and the school requested, the LA will measure the distance between the two data points of home post code and school post code using a straight line measurement. This will be measured using the national data points of school and home postcodes.

2.13 Unsuccessful Preference Requests

The LA must ensure that there is a secondary school place available for all Oldham residents. Therefore, parents not offered a place in any of their nominated schools will be offered a place at the next nearest school to their home address that has places available.

2.14 Processing Applications Outside the Normal Admission Round

In dealing with applications for school places outside the normal admissions round, the LA will continue to comply with parental preference unless one of the statutory reasons for refusing admission applies. Such applications will be considered without delay, and a formal decision either to offer or to refuse a place will be made and notified to the applicant, advising them of their statutory right of appeal when a place cannot be offered. Applicants will not be refused the opportunity to make an application, or told that they can only be placed on a waiting list rather than make a formal application.

3. APPEALS

Parents have the right to submit an appeal to the Independent Admission Appeal Panel if refused a place in any school. Parents who wish to appeal to the Independent Admission Appeal Panel do so by completing a School Admission Appeal Form setting out clearly why their child should go to their preferred school and return it to Legal and Democratic Services.

ADMINISTRATIVE ARRANGEMENTS

**FOR THE CO-ORDINATION OF ADMISSION
OF CHILDREN LIVING IN OLDHAM**

TO

ALL MAINTAINED SECONDARY SCHOOLS

**Admission to Secondary Schools September 2008
(Admission round 2007/8)**

CO-ORDINATED SECONDARY ADMISSION SCHEME

1. BACKGROUND

1.1 Co-ordination Schemes are intended to simplify the admission process for parents whilst reducing the likelihood of any child being left without a school place. Co-ordination establishes a mechanism that ensures that, as far as is practical, every child living in a Local Authority (LA) area who has applied in the normal admissions round receives one, and only one, offer of a school place on the same day. Each LA must ensure that they:

- (a) Comply with law and regulations, including all the process requirements (for example, the Common Application Form allowing at least 3 preferences, information sharing with other local authorities, sending out not more than one offer to all seeking secondary places at its maintained schools or Academies on the same day)
- (b) Do not disadvantage applications to their schools from families resident in other local authorities, which would be contrary to the Greenwich Judgment.

1.2 All LAs are required, by regulations made under sections 89B and 89C of the School Standards and Framework Act 1998, to formulate and consult on a scheme for each academic year for co-ordinating Admission Arrangements for all maintained schools within their area. This requirement excludes maintained special schools and maintained nursery schools. In Oldham, there are a total of 5 secondary Admission Authorities:

- 1 Local Authority.
- 4 Voluntary Aided Schools.

The LA is the Admission Authority for the Community and Voluntary Controlled schools. The Governing Body is the Admission Authority for a Voluntary Aided school.

2 CO-ORDINATED ADMISSIONS

2.1 A Co-ordinated Admission Scheme must provide for all parents living in Oldham to complete a Common Application Form detailing all schools where they would prefer their children to be educated.

2.2 Parents must receive one offer of a single school place on the 1st March each year.

3 OVERSUBSCRIPTION

3.1 If a school is under subscribed then all applicants must be admitted to the school. If a school is oversubscribed, then the relevant Admission Authority must apply their own oversubscription criteria to all applicants in order to place them in priority order for admission to the school.

- 3.2 The Governing Bodies are the Admissions Authorities for each Voluntary Aided Secondary School and will be responsible for determining the priority for places at these schools in line with the schools' published Admissions Arrangements.
- 3.3 The Governors of Voluntary Aided schools may provide parents with a supplementary form in order to assess the application against the schools' own oversubscription criteria. This is not an application for a place at the school.
- 3.4 The LA, as Admission Authority for the Community and Voluntary Controlled schools, is responsible for determining the priority for places at all these schools in line with the LA's determined and published Admission Arrangements.

4 THE APPLICATION PROCESS

- 4.1 Oldham parents must complete the Oldham Common Application Form, either in hard copy or on-line, to apply for admission to any maintained secondary school either within or outside the borough.
- 4.2 Parents must rank all preferred maintained secondary schools in priority order. Their preferences will be treated equally. If more than one school place can be offered, the single offer will be made at the highest ranked school possible.
- 4.3 Common Application Forms must be submitted by the clearly published deadline. If received after the published deadline the application will be classed as late and can only be considered after all the on time applications have been dealt with.
- 4.4 In accordance with statutory requirements all preferences listed by parents will be considered as equal, however parents must be offered the highest ranking preference where possible.

5 APPLYING FOR A SCHOOL OUTSIDE THE OLDHAM BOROUGH

- 5.1 If a parent wishes their child to attend a school outside the Oldham area, this should be included as one of the preferences when completing the Common Application Form.

6 PROCESSING APPLICATIONS

- 6.1 Parents must return their completed Common Application Form or submit the on-line application by the published deadline.
- 6.2 Any Oldham resident child attending an out of borough primary school will be sent a Common Application Form direct to the child's home address. Equally, any child attending an independent primary school will be forwarded a Common Application Form to their home address.
- 6.3 The LA will notify parents of the school place allocated to their child on the 1st March each year. The letter will provide parents with the following information:

- The name of the school at which a place is offered.
- Information about their statutory right of appeal for any school to which they have been refused admission.

6.5 If possible, parents will be offered one of the preferences nominated on the Common Application Form. If it has not been possible to offer any of the nominated preferences, parents will be offered an alternative place at the school closest to their home with vacant places.

6.6 Parents will be asked to either accept or decline the offer in writing within 15 days of the date of the offer letter by returning the pro-forma that will be enclosed with the offer letter.

7 HOW LATE CHANGES OF PREFERENCE ARE DEALT WITH.

7.1 Once parents have made their preferences, they cannot be changed after the deadline for submission without a genuine reason for doing so.

8 HOW LATE APPLICATIONS ARE DEALT WITH.

8.1 Any applications received after the published deadline date will be treated as late and considered after all the on time applications have been dealt with.

8.2 When considering late applications, parent's preferences will be considered and, where places are available, pupils will be allocated a place at the highest preference school possible.

8.3 If a school becomes oversubscribed with late applications the relevant oversubscription criteria will be applied to determine which pupils have priority for admission.

8.4 If it is not possible to allocate a place at any of the nominated schools, a place will be offered at the closest school with places still available.

8.5 The admissions process will continue to be co-ordinated beyond the offer date. The LA will operate waiting lists for those schools that are oversubscribed until pupils enter the school at the beginning of the academic year.

9 PROCESSING APPLICATIONS OUTSIDE THE NORMAL ADMISSION ROUND

9.1 In dealing with applications for school places outside the normal admissions round, Admission Authorities must continue to comply with parental preference unless one of the statutory reasons for refusing admission applies.

9.2 Such applications must be considered without delay, and a formal decision either to offer or to refuse a place must be made and notified to the applicant, advising them of their statutory right of appeal when a place cannot be offered.

- 9.3 Applicants must not be refused the opportunity to make an application, or told that they can only be placed on a waiting list rather than make a formal application.

TIMETABLE FOR CO-ORDINATED SECONDARY ADMISSIONS 2007/8

1	The Starting Secondary Information Booklet 2008/09, along with sufficient Common Application Forms, will be sent to all Year 6 pupils attending an Oldham primary school.	W/C 10.09.07
2	For those Oldham residents attending out of borough primary schools and independent schools, a Common Application Form will be sent to the pupil's home address.	W/C 10.09.07
3	Parents wishing to apply for admission to a Voluntary Aided school maintained by Oldham LA must find out whether it is necessary to obtain and complete a supplementary form.	W/C 10.09.07
4	Parents will be required to complete the Common Application Form, nominate their preferred schools in rank order and return the form, or submit an application on-line, to the LA by this date.	26.10.07
5	Oldham will forward to its neighbouring authorities, any application that includes an out of borough school. Likewise, neighbouring authorities will forward a list of out of borough residents wishing to attend an Oldham secondary school.	16.11.07
6	Where a Voluntary Aided secondary school is named on the Common Application Form, a covering list of pupils will be sent to the relevant VA schools in Oldham. The VA school will match the application to any supplementary evidence if necessary.	03.12.07
7	Governors of Voluntary Aided secondary schools will return the offer list to the LA ranking all applicants and showing clearly those pupils to whom they are able to offer a place by this date.	07.01.08
8	Neighbouring authorities will exchange information regarding the pupils to whom they can make an offer of a place.	21.01.08
9	Oldham LA will notify all parents of the place in an Oldham school that is being offered to their child, including places in Oldham VA Schools.	01.03.08
10	Parents will be asked to either accept or decline the offer in writing within 15 days of the date of the offer letter.	15.03.08

**ADMISSION ARRANGEMENTS FOR
COMMUNITY AND VOLUNTARY
CONTROLLED INFANT, JUNIOR AND
PRIMARY SCHOOLS**

PRIMARY, INFANT & JUNIOR SCHOOL ADMISSIONS OMBC ADMISSIONS POLICY

1 BACKGROUND

1.1 Statutory Requirements

The School Admissions Code 2007 imposes mandatory requirements and refers to statutory requirements (i.e. those imposed by primary or secondary legislation) with which all Admission Authorities must comply. The relevant legislation that relates to school admissions is:

- Education Act 1996
- School Standards and Framework Act 1998
- Education Act 2002
- Education Act 2005
- Education and Inspections Act 2006

1.2 Duty To Publish Admission Arrangements

Local Authorities are required by section 92 of the School Standards and Framework Act 1998 and the Education (School Information) (England) Regulations 2002 to publish, in hard copy, the Admission Arrangements for all maintained schools in their area and make this information available for parents. Admission Authorities must then follow the determined, published Admission Arrangements. Failure to do so would amount to a breach of the Admission Authorities' statutory duty.

1.3 Duty To Comply With Parental Requests

Section 96 of the School Standards & Framework Act 1998 states:

1. A local education authority shall make arrangements for enabling the parent of a child in the area of the authority to express a preference as to the school at which he wishes education to be provided for his child in the exercise of the authority's functions; and
2. Subject to subsection 3, a local education authority and the governing body of a maintained school shall comply with any preference expressed in accordance with arrangements made under subsection 1.
3. The duty imposed by subsection 2 does not apply if compliance with the preference would prejudice the provision of efficient education or the efficient use of resources.

1.4 Infant Class Size Legislation

The School Standards and Framework Act 1998 requires children aged 5, 6 and 7 to be educated in classes of no more than 30 children per qualified school teacher.

1.5 Duty To Write Co-ordinated Admission Schemes

The School Standards and Framework Act 1998, as amended by the Education Act 2002, introduced statutory requirements for every Local Authority (LA) to draw up schemes covering every maintained school (excluding special schools) in its area.

All Admission Authorities operating within that area are required to comply with the terms of the relevant Co-ordinated Admission Scheme.

2. OMBC POLICY FOR ADMISSIONS TO COMMUNITY AND VOLUNTARY CONTROLLED INFANT, JUNIOR AND PRIMARY SCHOOLS

2.1 As one of the thirty-four Primary School Admissions Authorities operating within the borough, the LA will comply with the terms and conditions of the agreed scheme for the co-ordination of admissions.

2.2 The LA, as the Admission Authority for all Community and Voluntary Controlled schools in the borough, will admit pupils to the school that their parents prefer, provided there are sufficient places available for all applicants.

2.3 All Admission Authorities are required to establish clear, unambiguous and fair oversubscription criteria that can be easily understood by parents. If there are more applicants for a Community or Voluntary Controlled school than there are places available, the LA oversubscription criteria detailed below will be applied to determine which pupils have priority for admission.

2.5 Oversubscription Criteria for Community and Voluntary Controlled Primary Schools.

When a Community or Voluntary Controlled Primary School is oversubscribed the following criteria will be applied, in the order stated, to determine which pupils have priority for admission:

- 1) Children who are in public care.
- 2) Those children who are considered to have an exceptional medical or social reason as to why they should attend a particular school. Parents will be required to submit evidence to support their application under this criterion. (See notes below regarding exceptional medical or social reasons)
- 3) Those children who have a brother or sister at the school who will still be attending when their sibling is admitted to the school. (See note below regarding sibling link)
- 4) Those children who live next nearest to the school. (See notes below regarding proximity to school).

Tiebreaker

Where it is necessary to apply a tiebreaker in any of the above criteria groups, distance between home and school will be used. Those living closer to the school will be given higher priority.

2.6 Exceptional Medical or Social Reasons

If parents are claiming that there are exceptional medical or social reasons why their child should be prioritised above other applicants, they must give reasons for this claim which must be supported by evidence from a registered professional, such as a doctor or social worker. The evidence must demonstrate the reasons why the school in question is the most suitable school, why an alternative school would not meet the child's needs and the difficulties that would be caused if the child had to attend another school. A panel of at least three senior officers will assess that evidence. The School Admissions Code 2007 states that Admission Authorities must not give higher priority to children under this criterion if the required documents have not been produced.

2.7 Sibling Link

The LA accepts that in some family units (1 or 2 parents/carers and children), the children may not be natural brothers and/or sisters. Older children from the same family unit, living at the same family address, can be considered as a sibling link under this criterion. Checks will be made with the relevant schools that siblings do live at the same address.

2.8 Permanent Home Address

The only address the LA can consider is the permanent home address of the child. The permanent home address is considered to be the address of the adult/s with whom the child is permanently resident. Where a child stays with another parent for part of the week, further enquiries may be made in order to determine where the child is permanently resident.

2.9 Childcare

If a child minder, grandparents, or other family member cares for the child on a daily basis at another address, the LA cannot consider this address for the purpose of the school admission process.

2.10 Intention to Move House

An intention to change address cannot be considered by the LA until such a move has actually taken place and proof is available to substantiate the change of address. Proof of change of address will be accepted up until the latest reasonable date prior to the final allocation of school places.

2.11 Fraudulent Information

The LA will take strong action, and the place offered may be withdrawn, if a false address, or one where the child is not actually living when s/he is not at school, is given.

2.12 Proximity to School

When measuring the distance between the home address and the school requested, the LA will measure the distance between the two data points of home post code and school post code using a straight line measurement. This will be measured using the national data points of home and school postcodes.

2.13 Unsuccessful Preference Request

The LA must ensure that there is a school place available for the children of all Oldham residents. Therefore, parents not offered a place for their child in any of their preferred schools will be offered an alternative place at the nearest school to their home address that has places available.

2.14 Processing Applications Outside the Normal Admission Round

In dealing with applications for school places outside the normal admissions round, the LA will continue to comply with parental preference unless one of the statutory reasons for refusing admission applies. Such applications will be considered without delay, and a formal decision either to offer or to refuse a place will be made and notified to the applicant, advising them of their statutory right of appeal when a place cannot be offered. Applicants will not be refused the opportunity to make an application, or told that they can only be placed on a waiting list rather than make a formal application.

3. APPEALS

Parents have the right to submit an appeal to the Independent Admission Appeal Panel if refused a place in any school. Parents who wish to appeal to the Independent Admission Appeal Panel should do so by completing a School Admission Appeal Form setting out clearly why their child should go to your preferred school and return it to Legal and Democratic Services.

ADMINISTRATIVE ARRANGEMENTS FOR THE

CO-ORDINATION OF ADMISSION

TO

MAINTAINED PRIMARY SCHOOLS

**Admission to Primary Schools September 2008
(Admission round 2007/8)**

CO-ORDINATED PRIMARY ADMISSIONS SCHEME

1. BACKGROUND

1.1 Co-ordination schemes are intended to simplify the admission process for parents whilst reducing the likelihood of any child being left without a school place. Co-ordination establishes a mechanism that ensures that, as far as is practical, every child living in a Local Authority area who has applied in the normal admissions round receives one, and only one, offer of a school place on the same day. Each LA must ensure that they:

- (a) Comply with law and regulations, including all the process requirements (for example, the Common Application Form allowing at least 3 preferences, information sharing with other local authorities, sending out not more than one offer to all seeking secondary places at its maintained schools or Academies on the same day); and
- (b) Do not disadvantage applications to their schools from families resident in other local authorities, which would be contrary to the Greenwich Judgment.

1.2 All LAs are required, by regulations made under sections 89B and 89C of the School Standards and Framework Act 1998, to formulate and consult on a scheme for each academic year for co-ordinating Admission Arrangements for all maintained schools within their area. This requirement excludes maintained special schools and maintained nursery schools. In Oldham, there are a total of 34 different Primary, Infant or Junior School Admission Authorities:

33 Voluntary Aided Schools.

1 Local Authority for Community and Voluntary Controlled Schools.

2 CO-ORDINATED ADMISSIONS

2.1 A Primary Co-ordinated Admission Scheme must provide for all parents children seeking admission to a primary school to complete a Common Application Form detailing the Oldham schools where they would prefer their children to be educated. Parents wishing to apply for schools outside the borough should apply directly to the maintaining LA.

2.2 Parents must receive one offer of a single school place on the date determined by the LA in early April each year.

3 OVERSUBSCRIPTION

3.1 If there are sufficient places then all applicants must be admitted to the school. If a school is oversubscribed, then the relevant Admission Authority must apply their own oversubscription criteria to all applicants in order to place them in priority order for admission to the school.

3.2 Governing Bodies are the Admissions Authorities for all Voluntary Aided schools.

Governors will be responsible for determining the priority for admission if the school is oversubscribed, by applying the school's published oversubscription criteria.

- 3.3 The Governors of Voluntary Aided schools may provide parents with a supplementary form in order to assess the application against the school's own oversubscription criteria. This is not an application for the school.
- 3.4 The LA, as Admission Authority for the Community and Voluntary Controlled schools, is responsible for determining the priority for places at all these schools in line with the LA's determined and published Admission Arrangements.

4 THE APPLICATION PROCESS

- 4.1 Oldham parents may complete the Common Application Form either in hard copy or on-line, to apply for admission to any maintained primary school within Oldham.
- 4.2 Parents must rank all preferences for Oldham LA maintained primary schools in priority order.
- 4.3 The Common Application Form or on-line application must be submitted by the clearly identified deadline. If received after the published deadline the application will be classed as late and can only be considered after all the on time applications have been dealt with.
- 4.4 In accordance with statutory requirements, all preferences listed by parents will be considered as equal. Parents must be offered the highest ranking preference where possible if more than one school place can be offered.

5 APPLYING FOR A SCHOOL OUTSIDE THE OLDHAM BOROUGH

- 5.1 If a parent wishes their child to attend a school outside the Oldham area, they should apply directly to the relevant LA. Parents may apply for schools in more than one Authority, however all LAs are required to exchange information and work together to eliminate multiple offers across borders wherever possible.

6 PROCESSING APPLICATIONS

- 6.1 The LA has an information sharing agreement with the Primary Care Trust to identify those children of the relevant age whose parents should apply for Reception class places.
- 6.2 Parents are also encouraged to visit any Primary School in which they might have an interest and register their details with the school. School are then required to pass this information to the LA. This is not an application for a place in the school.
- 6.3 All parents known to the LA will be provided with a Common Application Form at least six weeks before the deadline for return of the application. The formal Common Application Form is the single application for a school place required by the legislation.

6.4 Parents/carers must return their completed Common Application Form or submit the on-line application by the published deadline.

6.5 The LA will notify parents of the school place allocated to their child on the specified date at the beginning of April each year. The letter will provide parents with the following information:

- The name of the school at which a place is offered.
- Information about their statutory right of appeal for any school to which they have been refused admission.

6.6 If possible, parents will be offered one of the preferences nominated on the Common Application Form. If it has not been possible to offer any of the nominated preferences, parents will be offered an alternative place at the school closest to their home with vacant places.

6.7 Parents will be asked to either accept or decline the offer in writing within 15 days of the date of the offer letter.

7 HOW LATE CHANGES OF PREFERENCE ARE DEALT WITH.

7.1 Once parents have made their preferences, they cannot be changed after the final date for submission without an exceptional and genuine reason for doing so.

8 HOW LATE APPLICATIONS ARE DEALT WITH.

8.1 Any applications received after the published deadline date will be treated as late and considered after all the on time applications have been dealt with.

8.2 When considering late applications, parent's preferences will be considered and where places are available, pupils will be allocated a place at the highest preference school possible.

8.3 If a school becomes oversubscribed with late applications the relevant oversubscription criteria will be applied to determine which pupils have priority for admission.

8.4 If it is not possible to allocate a place at any of the nominated schools, a place will be offered at the closest school with places still available.

8.5 The admissions process will continue to be co-ordinated for all Admission Authorities in Oldham beyond the offer date, the LA will operate waiting lists until pupils enter the school at the beginning of the academic year.

9 PROCESSING APPLICATIONS OUTSIDE THE NORMAL ADMISSION ROUND

9.1 In dealing with applications for school places outside the normal admissions round, Admission Authorities and schools must continue to comply with parental preference unless one of the statutory reasons for refusing admission applies.

- 9.2 Such applications must be considered without delay, and a formal decision either to offer or to refuse a place must be made and notified to the applicant, advising them of their statutory right of appeal when a place cannot be offered.
- 9.3 If the Admission Authority is not able to comply with the parent's request because the relevant year group is full to capacity the parents must be handed a letter advising them of their right to submit an appeal to the Independent Admission Appeal Panel and directing them to contact the LA.
- 9.4 Applicants must not be refused the opportunity to make an application, or told that they can only be placed on a waiting list rather than make a formal application.

TIMETABLE FOR CO-ORDINATED PRIMARY ADMISSIONS 2007/8

1	All those parents known to the Primary Care Trust, and those known to primary schools through registering their details, will be provided with a Common application Form and a copy of the admission information booklet 'Starting Primary School'.	Before 26.10.07
2	Parents wishing to apply for admission to a maintained voluntary aided school must find out whether it is necessary to obtain and complete a supplementary eligibility form.	Before 26.10.07
3	Parents will be required to complete the Common Application Form, nominate their preferred schools in rank order and return the signed form to the LA by this date. Alternatively parents may submit their application by completing the on-line application.	21.12.07
4	Where an Oldham Voluntary Aided Primary school is named on the application form, a list of pupils will be sent to the school naming all pupils whose parents has included the relevant Voluntary Aided school on the Common Application form. The governors of the school will then match the application to any supplementary evidence if appropriate.	18.01.08
5	Governors of Voluntary Aided primary schools will return the offer list to the LA ranking all applicants in order of priority by applying the school's oversubscription criteria.	15.02.08
6	On the date specified by the LA all parents will be notified of the primary school place allocated to their child.	07.04.08
8	Parents will be asked to either accept or decline the offer in writing within 15 days of the date of the offer letter.	22.04.08

**RESPONSES TO CONSULTATION ON ADMISSION ARRANGEMENTS FOR SEPTEMBER
2008**

REQUESTS TO CHANGE ADMISSION NUMBER

School	Current PAN	Requested PAN	Notes
St. Chad's (VC)	40	35	No reason given but most likely based on falling roll.
Holy Trinity (Dobcross)	22	30	Requires 2 additional classrooms
Knowsley Junior School	90	80	Linked Infant school has a PAN of 90. If demand increases a situation similar to Byron Street/High Barn would arise.
Byron Street Infant	70	60	Capacity of Infants indicates an admission number of 71 therefore current PAN is correct at 70. However the linked Junior School has a PAN of 60. If capacity at infants is not reduced but we plan to admit only 60 pupils we would need to publish an annual notice stating that we admit below capacity. (We do this for other schools)
Coppice Junior School	70	60	The Governors request intake of 60. No reason given.
Mather Street	40	30	Request based on falling rolls.
South Chadderton School	168	150	Falling roll and uncertainty about the future.

LA RESPONSE

Primary Schools

All request referred to Planning School Places Group and to the Admission Forum. Any change to PAN in primary schools should be considered in the context of school collaborative groupings.

Secondary Schools

The PAN cannot be reduced below the minimum number of work places set by the Net Capacity Assessment.

REQUEST TO CHANGE ADMISSION ARRANGEMENTS

Request	LA Response
The Local Authority should reduce the number of Admission Authorities in Oldham.	37 of the Admission Authorities in Oldham are Voluntary Aided Schools, where the Governing Body is the Admission Authority for the school. The Local Authority has no power to reduce the number of Voluntary Aided schools in the borough.

Appendix 4

PLANNED ADMISSION NUMBERS SEPTEMBER 2008

DfES No.	School Name	PAN Sept. 2008
PRIMARY SCHOOLS		
2000	Alexandra Park	90
2001	Richmond Primary	70
2002	Beever	30
2008	Freehold	30
2010	Greenacres	30
2012	Lyndhurst	60
2017	Limeside	30
2022	Roundthorn	30
2027	Watersheddings	45
2029	Werneth Jnr	70
2030	Werneth Inf	70
2033	Limehurst	45
2034	Mayfield	30
2044	Littlemoor	45
2047	Glodwick	90
2048	Hodge Clough Jnr	60
2049	Hodge Clough Inf	60
2052	Mills Hill	60
2054	Mather Street	40
2056	Higher Failsworth	60
2058	Blackshaw Lane	30
2059	Byron Street	70
2061	Chadderton Hall	60
2062	South Failsworth	60
2064	Whitegate End	30
2065	Rushcroft	30
2067	Highbarn	60
2069	Firbank	30
2071	Propps Hall	20
2072	Bare Trees Jnr	70
2075	Diggle	30
2076	Friezland	15
2077	Greenfield	20
2078	Springhead Inf	90
2079	Delph	30
2080	Knowsley	90
2085	Buckstones	30
2091	Beal Vale	30
2093	Thorp	30
2094	Stoneleigh	30
2095	Broadfield	45
2097	Greenhill	45
2098	Horton Mill	30
2099	Burnley Brow	60

DfES No.	School Name	PAN Sept. 2008
2101	Bare Trees Inf	70
2104	Alt	45
2105	Coppice Inf	70
2106	Coppice Jnr	70
2108	Westwood	30
2109	Stanley Road	40
2110	Crompton Primary	30
2111	Medlock Valley C P	45
2112	Clarksfield Primary	60
2113	Yew Tree Community	60
3005	Woodhouses	20
3007	St Annes Lydgate	30
3008	St Chads	40
3009	Holy Trinity	22
3010	Thornham St James	30
3011	Christ Church (D)	10
3012	Hey With Zion	40
3303	St Thomas Moorside	30
3305	Parish Church	60
3314	St Stephens	60
3315	St Thomas Werneth	45
3325	St Hughes	30
3326	St Agnes	15
3328	Holy Rosary	30
3329	St Hildas	45
3330	St Martins	35
3332	Sacred Heart	30
3333	St Margarets	40
3334	Our Ladys	15
3341	Christ Church (C)	40
3342	St Lukes	30
3344	St Matthews	60
3345	E.C. St James	30
3346	St Marys High Crom	30
3347	St Johns Jnr	40
3348	St Johns Inf	40
3351	St Thomas Leesfield	30
3353	St Annes Royton	40
3355	E.C. St George	30
3358	Corpus Christi	42
3359	St Josephs	30
3362	St Edwards	35
3363	Ss Aidan & Oswald	60
3364	St Herberts	40
3366	Greenfield St Mary	30
3400	Holy Family	30
3401	St Annes Greenacres	30
3402	St Patricks	30
3403	St Marys Rc Primary	60
3503	St Pauls Primary	30

DfES No.	School Name	PAN Sept. 2008
SECONDARY SCHOOLS		
4001	Counthill School	264
4005	Grange School	165
4011	Hathershaw School	210
4014	Breeze Hill School	189
4015	Kaskenmoor School	180
4021	South Chadderton School	170
4022	Royton & Crompton School	238
4023	Failsworth Lower & Upper Schools	300
4026	Saddleworth School	267
4027	North Chadderton Lower & Upper School	270
4028	The Radclyffe Lower & Upper School	300
4600	The Bluecoat School	218
4605	Crompton House	195
4606	St Augustine's School	180
4607	Our Lady's High School	180

Appendix 5

Young People and Life Learning Commission

28 February 2007 from 18.00 – 20.10

PRESENT:

Councillor Ali (Chair)

Councillors S Dean (Vice Chair), Dawson, Judge*, Knox, McArdle, McLaren*, G. Shaw*, Sutcliffe, Williams and Wingate.

Co-opted Members: Mr Armitage*, Dr Banister*, Mr Beckingham*, Mr Hall*, Mr Paulley* and Mrs Williamson*.

Apologies: Councillors Ahmed, Bell* and Greenwood*

Note: * Indicates those Members appointed to the Commission for education matters only.

URGENT BUSINESS

There were no items of urgent business received.

DECLARATION OF INTEREST

The following personal interests were received in respect of item 7, School Admissions Policy.

- i) Councillor Ali by virtue of his governorship at Glodwick Infant School;
- ii) Councillor Dawson, by virtue of her governorships at Failsworth School and Higher Failsworth Primary School;
- iii) Councillor Judge, by virtue of his governorships at Royton and Crompton School and Thorp Junior School;
- iv) Councillor Knox, by virtue of her governorships at Grange, Counthill and Littlemoor Schools and granddaughter moving from Primary to Secondary School;
- v) Councillor McArdle by virtue of his governorships at Hodge Clough School and St. Thomas Moorside School and granddaughter moving from Primary to Secondary School;
- vi) Councillor McLaren, by virtue of his governorship at Radclyffe School;
- vii) Councillor G Shaw by virtue of her governorship at Broadfield Primary School;
- viii) Councillor Sutcliffe, by virtue of his governorship at North Chadderton School;
- ix) Councillor Williams, by virtue of his role as Chair of governors at New Bridge School;
- x) Councillor Wingate, by virtue of her governorships at Royton and Crompton School and Rushcroft School;
- xi) Mr Armitage (Co-opted Member), by virtue of his governorship at St. Hilda's CE Primary School;
- xii) Mr Hall (Co-opted Member), by virtue of his governorship at St. Patrick's Primary School, and;
- xiii) Mrs Williamson (Co-opted Member), by virtue of her role as Chair of Governors at Royton and Crompton School.

MINUTES

RESOLVED that the Minutes of the meeting held on 4 January 2007 be approved as a correct record.

MINUTES

Please see item 4 for the Minute to this item.

PUBLIC QUESTION TIME

There were no public questions received.

SCHOOL ADMISSIONS POLICY

Gill Hoar, Pupil Services Manager and Mary Tomlinson, Principle Administrative Officer, were in attendance at the request of the Chair, and presented the report on Admissions arrangements for admission to school in September 2008. It was explained that recent, new national guidance had significantly changed the way that admissions were determined. It was a consequence of this change that the admissions arrangements were amended within a short timescale, in order to comply with new mandatory requirements.

Members of the Commission asked a range of questions and made comments about the School Admissions Policy, which were responded to accordingly, as summarised below: -

- The new rules within the School Admissions Code prohibit the use of 'first preference first' schemes. Members were informed that initially, all schools nominated by parents would be treated as equal preferences, with applications for each school then being prioritised in line with schools over subscription policy.
- The percentage of pupils that were placed within their first preference for September 2006 was: 96% at secondary schools and 94% at primary. Members were advised that it was difficult to predict how the new rules would affect these statistics, but the responses from parents to these changes would be monitored, as this would impact how the first preferences would be allocated;
- The new statutory system could be fairer and that Members were advised that Academies would have their own admissions policy, but would have to take part in the co-ordinated process;
- The geographic areas around schools were priority areas and not catchment areas;
- It was currently impossible to measure the shortest safe walking route through the current IT system. If there were a GIS system in place, the roads paved on route would be required to calculate the distances. The use of a straight line distance measurement would be objective and parents would be able to see how this would be calculated;
- The Government would be issuing a guidance on safest routes to schools;
- The description of the straight line measurement scheme was supported by detailed maps, which were shown to parents during visits to Primary and Secondary Schools. Parents were shown where their house was on the map and the nearest schools around their areas.

RESOLVED:

That Members noted the report, and that Cabinet be requested to:

- a) Consider the retention of shortest safe walking routes;
- b) Resolve that maps of priority areas be placed in schools;
- c) Note that greater precision should be used in the definition of priority area boundaries;
- d) Consider that the impact of the imposition of national policy on local needs may not result in the provision of the best services for local residents.