

LONDON BOROUGH OF BRENT

EXECUTIVE – 26 APRIL 2004

FROM THE DIRECTOR OF EDUCATION, ARTS & LIBRARIES

NAME OF WARD(S)
ALL

**REPORT TITLE: DETERMINATION OF COMMUNITY SCHOOL ADMISSION
ARRANGEMENTS – SEPTEMBER 2005**

FP Ref: EAL-03/04-0044

1.0 SUMMARY

- 1.1 This report sets out the proposed admissions arrangements for community schools for 2005/2006.

2.0 RECOMMENDATIONS

- 2.1. Members are asked to:
- 2.1.2 Agree the proposed admissions criteria for Community schools as detailed in Appendix A for Primary and Nursery Schools and Appendix B for Secondary schools.

3.0 FINANCIAL IMPLICATIONS

- 3.1 There are no financial implications to this report because it deals with admission criteria which are not directly linked to the Schools Budget.

4.0 STAFFING IMPLICATIONS

- 4.1 There are no changes proposed to the admissions arrangements for Community Schools, so no explicit staffing implications in relation to these arrangements for the 2005 intake.

5.0 LEGAL IMPLICATIONS

5.1 The Legal Context

- 5.1.1 The 1998 School Standards and Framework Act, as amended by the Education Act 2002, set the legal framework for admissions. In particular

- they strengthen the requirements for local consultation and collaboration on all aspects of admission arrangements. The Council must also have regard to the Code of Practice on School Admissions of February 2003 when considering its arrangements.
- 5.1.2 The Act imposes a duty on the Council to review annually the criteria and arrangements for admission to school. The Council is also required to consult the governors of all community schools prior to agreeing proposed admissions criteria.
 - 5.1.3 The Council must also have carried out statutory consultation on its proposed admission arrangements, with all admissions authorities within its relevant area. This means the governing body of each of its Foundation and Voluntary Aided schools and also each of its neighbouring LEAs.
 - 5.1.4 Following the final determination of admissions arrangements, there is a period of six weeks when those consulted may object to them to the Office of the Schools Adjudicator.
 - 5.1.5 The Act requires that consultation on admission arrangements for September 2005 is completed by March 2004 and that final admission criteria be determined in April 2004. The admission arrangements for 2004 were determined in April 2003.
 - 5.1.6 The governing bodies of voluntary aided and foundation schools, and of the Capital City Academy, are responsible for determining their own admissions arrangements.

6.0 DETAIL

- 6.1 The governing bodies of the 37 Community primary schools and Wembley High Technology College were consulted, in November 2003, on the existing admissions criteria and asked whether they wished to make any changes.
- 6.2 Following this process of consultation, Members agreed, at the Executive Meeting of 9th February 2004, to allow proposed admissions criteria for Brent Community Schools to go forward for statutory consultation.
- 6.4 Statutory consultation has been carried out on these proposed criteria. This included all schools in Brent and all Local Education Authorities within five miles of the borough boundary. This ran until 29th February 2004 and no responses were received.

- 6.5 Following this process of consultation, no changes are recommended to the proposed criteria previously agreed by Members, at the Executive Meeting of 9th February 2004, for September 2005.

7.0 DIVERSITY ISSUES

- 7.1 The proposals in this report have been subject to screening and officers believe that there are no diversity implications.

Appendices

Appendix A - Proposed Admissions Criteria Nursery & Primary Schools
September 2005

Appendix B - Proposed Admissions Criteria Secondary Schools September 2005

8.0 BACKGROUND INFORMATION

Details of Documents

- (i) Code of Practice: School Admissions (DfES: 2003)
- (ii) School Standards and Framework Act (1998)
- (iii) Education Act (2002)

Any person wishing to inspect the above papers should contact:-

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**Proposed
Admissions
Arrangements
Community
Nursery &
Primary
Schools –
September 2005**

APPENDIX A

Proposed Admissions Arrangements for Brent Community Primary Schools - September 2005

1. Admissions Numbers to Brent Community Primary Schools

Anson Primary School	45
Barham Primary School	90
Braintcroft Primary School	90
Brentfield Primary School	60
Byron Court Primary School	80
Carlton Vale Infant School	60
Chalkhill Primary School	60
Donnington Primary School	30
Elsley Primary School	60
Fryent Primary School	60
Furness Primary School	60
Gladstone Park Primary School	83
Harlesden Primary School	30
Kensal Rise Primary School	90
Kingsbury Green Primary School	90
Leopold Primary School	60
Lyon Park Infant School	120
Lyon Park Junior School	120
Malorees Infant School	60
Mitchell Brook Primary School	60
Mora Primary School	60
Mount Stewart Infant School	90
Mount Stewart Junior School	90
Newfield Primary School	30
Northview Primary School	30
Oliver Goldsmith Primary School	60
Park Lane Primary School	30
Preston Park Primary School	90
Roe Green Infant School	120
Roe Green Junior School	120
Salisbury Primary School	90
Stonebridge Primary School	30
Sudbury Primary School	90
Uxendon Manor Primary School	60
Wembley Manor Infant School	90
Wembley Manor Junior School	90
Wykeham Primary School	60

2. Application Procedure for Brent Community Primary Schools

Parents who wish to secure a place for their child at a Brent Community Primary school in the 2005/2006 school year must apply direct to the school. The school will carry out the admissions process and inform parents of the outcome of their application.

Application forms will be available from schools from January 2005 and the closing date for applications will be in April 2005.

3. Late Applications

Initial offers will be made to those children whose parents applied before the 'closing date' for applications. Late applications will be received by schools but will not be considered for a place at the school until after this initial offer has been made. If some parents decline the initial offer of a place for their child, or vacancies become available, then all applications received, whether in time or late, will be considered for these places.

4. Waiting Lists

Community Primary Schools will maintain a 'waiting list'. This will be maintained throughout the school year. A child's position on the waiting list does not depend upon the time they have been on the list but will be determined by how they meet the oversubscription criteria. This means that a child's position on the list can go down as well as up, depending upon the child's circumstances and those of other applicants.

Proposed Oversubscription Criteria for Community Primary Schools September 2005

The criteria set out below are clear, fair and objective and apply to community primary schools only. Community schools may not use any other criteria when carrying out their ordinary admissions processes. There are 37 Community primary schools in Brent. Voluntary aided, e.g. religious faith schools, and foundation schools have their own admission policies. Parents should approach the headteacher or chair of governors of these schools directly.

Applications for children with a statement of Special Educational Need are made through the SENAS team at the LEA. The placement of children with such a Statement is made after a process of consultation between parents, the school and the LEA. Children with a statement of Special Educational Need receive priority over others for admission to the school named on their Statement.

Schools should not admit more than 30 pupils in each class for Reception, Year 1 & Year 2. This is to enable the LEA to meet its statutory duty of having no more than 30 pupils in each class at Key Stage 1.

Schools will consider requests, as outlined in the admissions Code of Practice, to allow parents of reception age children to defer entry into reception until January 2006. Schools are encouraged to be flexible in respect of such requests.

Whenever and wherever possible, children are offered a school of their parents' preference and in practice the majority of children go to the school which their parents select for them. Sometimes, however, there are more applications for a certain school than there are places available. Whenever this happens, pupils are offered places in the following order of priority:

1. Children 'looked after' by the London Borough of Brent (Young People in Public Care)

An application for admission to school must be made by the person with parental responsibility and / or the child's social worker, who will normally apply to the school nearest to where the child is living.

2. Children attending an infant school on the same site as a junior school.

This criterion will only affect admission to a junior school that is on the same site as the infant school the child attends immediately prior to the transfer.

3. Children for whom it is essential to be admitted to a *specific school* because of special circumstances to do with significant medical needs, social needs or special educational needs.

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It is open to any parent to make an application under this criterion. The application should be supported, where possible, with a recommendation in writing from a recognized professional of senior status; medical consultant, assistant director of social services, headteacher of current school or other appropriate officer.

The recommendation for this specific school should demonstrate knowledge of the school in terms of resources and organisation which deems it essential that the named pupil be admitted to the specific school.

4. Brothers or sisters of a child who attends the school, or an infant or junior school on the same or adjoining site, and who will continue to do so on the date of admission.

*This includes half and step brothers and sisters so long as they live at the same address - but **not** cousins. Siblings attending the same school should have priority over those attending a separate school on the same site.*

5. Children living within the school's catchment area.

The catchment area is the defined neighbourhood in which the school is sited. It is generally bounded by major roads and/or railway/tube lines.

6. Children living outside the school catchment area.

If there are more children in any of the above criteria than places, then priority for these places is determined by proximity to the school, judged by the shortest measured walking distance by public right of way from home to school.

Admissions to Brent Nursery Schools

The above criteria will apply but Nursery admissions arrangements will give priority to Brent residents.

Admissions to Nursery Classes in Community Primary Schools

The above criteria will apply but Nursery admissions arrangements will give priority to Brent residents.

Places in nursery classes in community primary schools are available only to children in the school year following their third birthday.

To be eligible for a nursery class place in the primary school year beginning 1st September 2005, a child must be born between 1/9/2001 and 31/8/2002.

Children will not be admitted to nursery classes in community primary schools outside of this age range.

Proposed Admissions Arrangements

**Wembley High Technology
College – September 2005**

Admissions Arrangements for Wembley High Technology College

1. Admission Number

The Admissions Number for the School will be 210.

2. Application Procedure for Wembley High Technology College

Parents who wish to secure a place for their child at Wembley High Technology College in the 2005 school year must include the name of the school on the Common Application Form for the local authority in which they reside.

The closing date for this process in Brent is 24 October 2004. The LEA will co-ordinate applications for admission to school made by its residents and will inform parents of the outcome of this process on 1 March 2005.

3. Late Applications

Late applications will be considered in accordance with the agreed scheme for the Co-ordination of Secondary School Admissions in Brent.

4. Waiting Lists

Wembley High Technology College will maintain a 'waiting list'. This will be maintained throughout the school year. A child's position on the waiting list does not depend upon the time they have been on the list but will be determined by how they meet the oversubscription criteria. This means that a child's position on the list can go down as well as up, depending upon the child's circumstances and those of other applicants.

5. Oversubscription Criteria

The criteria set out below apply to Wembley High Technology College. All other secondary schools in the borough, whether the Capital City Academy, Voluntary Aided or Foundation schools have their own admissions policies, which are published by the schools and in the LEA's composite prospectus. All 14 secondary schools in Brent publish individual prospectuses, which give detailed information about each school. A copy of the prospectus may be obtained directly from the school.

Applications for children with a statement of Special Educational Need are made through the Special Education Needs Assessment Service at the LEA. The placement of children with such a Statement is made after a process of

APPENDIX B

consultation between parents, the school and the LEA. Children with a statement of Special Educational Need receive priority over others for admission to the school named on their Statement.

The following criteria are clear, fair and objective.

It is illegal for schools to discriminate against a pupil on the basis of his/her ethnicity.

Places at a school will be offered in accordance with the information provided in the LEAs Common Application Form and the way that the applicants meet the school's oversubscription criteria.

Where a child is eligible to be offered a place at more than one secondary school, the place offered will be that which the parent ranked highest on the Common Application Form.

Where none of the schools ranked by the parent on the Common Application Form are able to offer a place then the LEA will, as far as is reasonably practicable, offer a place at an alternative school.

Proposed Oversubscription Criteria Wembley High Technology College for September 2005

1. Children 'looked after' by the London Borough of Brent (Young People in Public Care)

An application for admission to school must be made by the person with parental responsibility and / or the child's social worker, who will normally apply to the school nearest to where the child is living.

2. Children for whom it is essential to be admitted to a specific school because of special circumstances to do with significant medical needs, social needs or special educational needs.

It is open to any parent to make an application under this criterion. The application should be supported, where possible, with a recommendation in writing from a recognized professional of senior status; medical consultant, assistant director of social services, headteacher of current school or other appropriate officer.

The recommendation for this specific school should demonstrate knowledge of the school in terms of resources and organisation which deems it essential that the named pupil be admitted to the specific school.

3. Brothers or sisters of a child who attends the school and who will continue to do so on the date of admission

*This includes half and step brothers and sisters so long as they live at the same address - but **not** cousins*

4. Proximity to the School

Proximity to the school will be judged by the shortest walking distance by public right of way from home to school