



Executive
13th February 2006

**Report from the Director of
Children and Families**

For Information

Wards Affected:
ALL

**Proposed Community Schools Admission Arrangements
for Sept 2007**

Forward Plan Ref: C&F05/06-031

1.0 Summary

- 1.1 This report advises members of the need to agree proposed admissions arrangements for Brent's Community Schools for the September 2007 intake. Once agreed, these arrangements will be formally consulted upon, and Members will be asked to determine the final admission arrangements for these schools before 15 April 2006.

2.0 Recommendations

- 2.1 Members are recommended to agree the proposed admissions arrangements as outlined in Appendix B and allow these to go forward for statutory consultation.

3.0 Detail

- 3.1 The School Standards and Framework Act 1998 sets the legal framework for admissions. The Council must also have regard to the Code of Practice on School Admissions when considering its arrangements.
- 3.2 Section 3.2 of the Code of Practice on School Admissions, which applies to admissions arrangements for September 2007, outlines what must be included in Admissions Arrangements for Community Schools. The proposed Admissions Arrangements attached at Appendix B follows this recommended format.
- 3.3 In addition, consideration must be given to the fact that there is coordination of admissions to year 7 in Secondary Schools across London and eight of its surrounding authorities.

- 3.4 It is also a requirement that admissions to Reception in Primary Schools are co-ordinated. Each LA has to receive applications for its maintained schools and ensure that an applicant receives no more than one offer of a place in one of these schools for their child.
- 3.5 The School Standards and Framework Act imposes a duty on the Council to review annually the criteria and arrangements for admission to Community Schools. The Council is also required to consult the governors of all community schools prior to agreeing proposed admissions criteria. This consultation took place during October and November 2005. The results of this consultation are detailed below.
- 3.6 When proposed arrangements are determined, there is a process of statutory consultation. The governing bodies of all schools within the Relevant Area for consultation are given the opportunity to comment on the proposed admissions arrangements. The Relevant Area for Consultation for Brent is the area within the borough boundary, i.e. Brent itself.
- 3.7 Following the statutory process of consultation, and before 15 April 2006, the Executive will have the opportunity to review the proposed criteria before making a final decision regarding those criteria to be adopted for admission to Community Schools in September 2007.

Consultation

- 3.8 Governing bodies and headteachers of Community Primary schools in Brent were asked in October/November 2005 to consider the existing admissions arrangements and comment on possible changes.
- 3.9 One response to the consultation was received from the Headteacher of Mora Primary School.
- 3.10 The change suggested in the letter received from Mora Primary School was to add a criterion to give pupils attending a nursery at the school priority over pupils in the catchment area.
- 3.11 The Brent Admissions Forum met on 20 January 2006, their recommendation is not to accept the additional criterion to be added to the oversubscription criteria. The Forum has a role in considering issues around school admissions in the borough and promulgating advice to admissions authorities.

4.0 Financial Implications

- 4.1 There are no financial implications in respect of this report, as the report deals with an existing and ongoing administrative requirement.
- 4.2 The report outlines the proposed arrangements by which schools will determine which applications for places are successful in the event of their receiving more applications than there are places available.

5.0 Legal Implications

- 5.1 To comply with the requirements of the Schools Standards and Framework Act 1998, the Council must determine Admission Arrangements for Community Schools in its area.
- 5.2 The initial stage of this process is the agreement of proposed Admissions Arrangements that must be put forward for statutory consultation. This consultation must be completed by 1 March 2006.
- 5.3 Following this statutory consultation, Members will be asked to determine final Admissions Arrangements no later than 15 April 2006. The determination takes account of responses to the consultation and, at that point, changes may be made to the proposed arrangements.

6.0 Diversity Implications

- 6.1 The proposals in this report have been subject to screening and officers believe that there are no diversity implications if members accept the recommendations of the report.
- 6.2 The operation of clear, fair and objective admissions arrangements serve to ensure equality of access to schools in the borough.

7.0 Staffing/Accommodation Implications (if appropriate)

- 7.1 There are no staffing implications in relation to these arrangements for the 2007 school intake, the report deals with an existing and continuing requirement and does not require any staffing changes.

Background Papers

The following papers were used in the compilation of this report:-

- i. School Standards and Framework Act 1998
- ii. Education Act 2002
- iii. The Education (Determination of Admission Arrangements) Regulations 1999
- iv. The Education (Determination of Admission Arrangements) (Amendment) Regulations 2002
- v. The Code of Practice on School Admissions

Appendices

Appendix A – 2006 Admissions Criteria for Community Primary Schools

Appendix B – Proposed 2007 Admissions Criteria for Community Primary Schools

Contact Officers

Rajeshree Parmar,
Chesterfield House,
9 Park Lane,
Wembley,
Middlesex HA9 7RW,

Telephone: 020 8937 3039, Fax: 020 8937 3029

Director of Children & Families
John Christie

Admissions Arrangements for Brent Community Nursery & Primary Schools

September 2006

Admissions Arrangements for Brent Community Primary Schools

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 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 2006/2007 school year must apply to the London Borough of Brent Admissions Team, who will co-ordinate applications to Brent Primary Schools.

Application forms will be available from January 2006 and the closing date for applications will be in February/March 2006 (the actual date will appear in the finally determined arrangements after consultation).

Parents may request that their child's admission to a reception class be delayed until the start of the January term but must apply as part of the ordinary process.

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 but will not normally 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.

Oversubscription Criteria for Community Primary Schools September 2006

The criteria set out below apply to community primary schools only. There are 37 Community Primary schools in Brent. Voluntary aided or 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.

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.

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 in public care (looked after children)

An application for admission to school must be made by the person with parental responsibility and / or the child's social worker.

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.

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. The catchment area is defined by the Local Education Authority and is designed to ensure that each address in the borough falls into the catchment area of one school. Information on which streets make up a catchment area can be obtained from the LEA, the school and the LEAs website.

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 Nursery Schools and Classes.

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

Admissions Criteria - Community Nursery & Primary Schools

To go forward for
consultation
regarding
September 2007
entry

Admissions Arrangements for Brent Community Primary Schools to go forward for consultation for September 2007

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 School 90
Uxendon Manor Primary School 60
Wembley Manor Primary 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 2007/2008 school year must apply to the London Borough of Brent Admissions Team, who will co-ordinate applications to Brent Primary Schools.

Application forms will be available from December 2006 and the closing date for applications will be in February 2007 (the actual date will appear in the finally determined arrangements after consultation).

Parents may request that their child's admission to a reception class be delayed until the start of the January term.

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 but will not normally 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 2007

The criteria set out below apply to community primary schools only. There are 37 Community Primary schools in Brent. Voluntary aided or 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 Council. The placement of children with such a Statement is made after a process of consultation between parents, the school and the Local Authority. 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 Local Authority to meet its statutory duty of having no more than 30 pupils in each class at Key Stage 1.

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.

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 in public care (looked after children)

An application for admission to school must be made by the person with parental responsibility and / or the child's social worker.

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.

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. The catchment area is defined by the Local Education Authority and is designed to ensure that each address in the borough falls into the catchment area of one school. Information on which streets make up a catchment area can be obtained from the LEA, the school and the LEAs website.

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 Nursery Schools and Classes.

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