

SCHOOL ADMISSIONS FORUM

King Charles Centre, Surbiton

Tuesday 12 Oct 2010

Present:

Sharon Mehta (Chair - outgoing)

Sinead Noble (Chair - incoming)

Carol Jerwood

Keith Burleton

Tom Cahill

Councillor David Ryder-Mills

Pam Dryden

Michael Reading

Rev Fr Martin Hislop.

Officers

Hatija Bhatia (Principal Admissions & Governance Officer)

Julie Ely (Strategic Manager SEN Assessment & Support for Learning)

Tina Herring (Service Director Learning & School Effectiveness)

AGENDA

1. APOLOGIES

Janice Anastasi (Vice Chair), Councillor Andrea Craig, Marianne Cohen, Tracey Coton, Michael Hall.

2. DECLARATIONS OF INTEREST

None.

3. APPOINTMENTS TO THE FORUM

The Forum noted that this would be Sharon Mehta's last meeting and thanked her for her valuable contribution as a School Governor and as a member of the SAF. Members agreed that Sharon's departure would be a huge loss. On behalf of the Director of Learning & Children's Services, the Service Director formally thanked the Chair for her contribution to the work of the Forum over the many years as a Forum member and Chair.

Sinead Noble was proposed and duly selected as the new Chair of the SAF. It was proposed to ask Janice Anastasi to continue in her role as Vice Chair.

4. MINUTES

Minutes of the previous meeting of 6 July 2010 were approved.

5. UPDATE ON THE EXPANSION OF PRIMARY & SECONDARY SCHOOL PLACES (Appendix A)

A report for this item was tabled at the meeting, along with a draft press release due for publication on 15 October 2010.

The Service Director Learning & School Effectiveness updated the Forum on the two phased permanent expansion programme agreed by Executive on 30 June and explained that Phase 2 remained subject to review in February 2011.

Publication of Public Notices for schools in Phase 1 of the Strategy; permanent places to be available from September 2011, had now taken place. The schools involved are; Latchmere, Fern Hill, Alexandra Infants / St Pauls CofE Junior, Burlington Infants / Burlington Juniors, St Matthews, Grand Avenue, and Ellingham Primary.

The Forum noted that an additional 2 temporary forms of entry are to be established in Surbiton at a new primary school as part of the redevelopment of the Surbiton Hospital site. As it is not possible to carry out this work in time the new primary school will not be able to admit children until September 2012. The Council's Executive agreed (at their 30 June 2010 meeting) that two additional temporary classes are therefore required in the Surbiton area for September 2011 entry. Discussions are underway with 2 local schools and a draft of the press release to advise parents was circulated at the meeting. It is hoped that it may be possible to put in place preferential criteria for admission of children who move across into the first intake of the new primary school from the specifically created Infant classes hosted elsewhere, subject to negotiation with the school provider.

The schools in Phase 2 are Christ Church New Malden, Corpus Christi, Malden Manor, King Athelstan and Lovelace (150 places 5fe). Permanent expansion of these schools would not take effect until September 2012.

The Forum also noted the Government announcement (on Monday 5 July 2010) that is to end the Building Schools for the Future (BSF) programme. The Service Director Learning & School Effectiveness explained that the Local Authority is moving forward with plans for a new secondary school in North Kingston, and it is taking action to ensure that we are well placed to have sufficient secondary school places in the future. Work to determine the provider of the new school through a competition process is continuing and two bids were received; from the Southwark Diocese and Kingston Educational Trust. In September 2010 a public meeting was held to hear more about the proposals from the bidders. Comments on the proposals can be made until 22nd October after which the bids will be assessed in the autumn with a final decision being taken by the independent Schools' Adjudicator.

The Service Director Learning & School Effectiveness explained that we are unable to move much further forward with the plans for a new secondary school until there is agreement to funding. Members of the Forum asked

about the time line for funding to be in place, steps in the building planning process about the flexibility for providers to be involved in developing the physical build. The Service Director Learning & School Effectiveness undertook to seek clarification about the decision not to seek outline planning approval at this stage and to circulate the response to members of the Forum.

Members of the Forum asked for an update on the data used to forecast rolls and assurances about the measures which could be put in place to mitigate any negative implications arising from parents who accepted a place in an alternative bulge class whilst the new primary school at Surbiton Hospital was under construction. The Service Director Learning & School Effectiveness confirmed that the 2009 birth data was the highest ever, but there had been more vacancies than expected places in Reception classes in 2010, although this was in pockets.

6. ADMISSIONS ARRANGEMENTS FOR SEPTEMBER 2012/13 (Appendix B)

The Principal Admissions & Governance Officer presented the report informing Members of the proposals for admission arrangements to community schools for September 2012

In accordance with The School Admissions Regulations 2008, admission authorities are no longer required to consult annually but every three years unless the proposed admission arrangements are different to those determined in the previous year's consultation.

There are changes proposed to the admission arrangements for 2012/13 because a number of schools are proposing to increase their admission numbers in September 2011 and their admission numbers will be different to the determined admission arrangements for 2011/12. As a result, the Local Authorities will consult on proposed admission arrangements for 2012/13 as they constitute a change from the determined arrangements for the previous year.

The proposed permanent expansion of seven community primary schools for September 2011 is currently undergoing the statutory process for expansion. The schools that are proposed for expansion for September 2011, each providing 30 extra places are:

- Alexandra Infant School
- Burlington Infant and Nursery School
- Burlington Junior School
- Ellingham Primary School
- Fern Hill Primary School
- Grand Avenue Primary and Nursery School
- Latchmere School

Once the statutory process is completed, the Local Authority will apply to the Office of the Schools Adjudicator for an in-year variation to permanently

increase these schools' admission numbers. The proposed admission numbers for community primary schools for September 2012/13 are listed in paragraph 30 of this report.

Subject to completion of this statutory process, the proposed admission numbers for community primary schools for September 2012/13 are indicated below. (The schools undergoing the statutory process for permanent expansion by 30 additional places per school for 2011, are indicated with an asterisk *. The proposed admission number for these schools includes the 30 extra places):

School	Proposed Admission No
Alexandra Infant*	90*
Burlington Infant*	120*
Burlington Junior*	120*
Castle Hill Primary	60
Coombe Hill Infant	90
Coombe Hill Junior	90
Ellingham Primary*	60*
Fern Hill Primary*	90*
Grand Avenue Primary*	90*
Green Lane Primary	60
King Athelstan Primary	60
Knollmead Primary	30
Latchmere School*	120*
Lovelace Primary	60
Malden Manor Primary	60
Maple Infant	60
Robin Hood Primary	30
The Mount Primary	60
Tolworth Infant	90
Tolworth Junior	90

It is also anticipated that a further 60 places will be available in a new primary school based on part of the Surbiton Hospital site in 2012/13. This is subject to a statutory school competition process to determine who the provider will be and what type of school is established.

Members of the Forum asked about admission to Nursery Schools and parent's preference for a.m. or p.m. sessions. The Principal Admissions & Governance Officer clarified that this was within schools remit rather than the LA. The Service Director Learning & School Effectiveness stated that the changes to entitlement may lead to changes in demand and agreed that this was something that the LA could review and report back on.

It was suggested that Primary Heads be asked to provide details of their open days so that these can be included in the primary booklet.

The Forum noted 2 errors and the following corrections; The Mount School should now be referred to as Kings Oak, and in Annex 3, Para 1, the reference to common application form should read In-year Application Form.

7. INFORMATION ITEMS (Appendix C)

A. Update on Reception and Year 7 admissions for September 2010

The Principal Admissions & Governance Officer presented the report informing Members of the latest position regarding Primary and Secondary School admissions and the number of Kingston children without a school place.

Members were advised that there are now 7 Primary (Reception) children and no Secondary school (Year 7) children without a known destination of a school place for September 2010, as at the date of the meeting. There are vacancies in every cluster and the LA is monitoring the situation for the primary children who are currently under statutory school age.

B. In-Year Admissions from September 2010

Members of the Forum noted that with effect from September 2010, any residents requiring a school place must apply via their own Home Council (Home LA) regardless of whether the school located is in the Home LA's area or another LA's area. The new process is underway and schools are working very collaboratively with the LA to manage this change in school admissions.

C. Co-ordinated Primary Admissions 2011

The School Admissions Co-ordination Regulations require each local authority to co-ordinate primary admissions for September 2011 for its residents in the same way as secondary admissions. Parents make their applications for a primary school place via their Home LA, regardless of whether the school is in the Home LA or in another LA's area. Any applicant who is eligible for more than one school place will only receive a single offer of a school place, regardless of where the school is located. The closing date for completed applications for 2011 admission is 15 January 2011.

D. Coordinated Secondary Admissions 2011

The Co-ordinated Secondary Admissions 2011 process is well-embedded and Pan London secondary co-ordination is now in its 7th year. The statutory closing date for applications for 2011 admission is 31 October 2010. As this falls at the end of half term, we are encouraging parents to submit their applications via their primary schools by Friday 22 October when schools break up for half term.

E. Consultation on Admission Arrangements for 2012/13

All admission authorities (for any community, foundation or voluntary aided schools) are required to consult on their admission arrangements every three years unless there is a proposed change to their existing arrangements. In practice, this means consultation on proposed admission arrangements for 2012/13 is only required if there have been change since the last consultation (which must have taken place in one, or both, of the previous two years).

RBK admission authority schools will be asked to confirm with the LA this term if they are consulting on proposed admission arrangements for 2012/13 and to provide the relevant consultation. Alternatively, if there are no proposed changes to their current admission arrangements, they will be expected to provide their proposed admission arrangements for 2012/13 in due course.

Consultations must last for a minimum of 8 weeks and run between 1 November and 1 March and consultees must include the Local Authority, all admission authorities in the relevant area, the School Admissions Forum, admission authorities in neighbouring LAs, relevant religious authorities (for faith schools), relevant parents and the wider community. Consultations must be completed by 1 March 2011.

AOB.

The Principal Admissions & Governance Officer advised the Forum of the outcome of recent adjudications which had been received from the Office of the Schools Adjudicator (OSA) following an objection to the admission arrangements of Richard Challoner School and Wimbledon College.

The Forum noted that the OSA's determination had originated from an objection to the arrangements of Wimbledon College. The Headteacher of Richard Challoner explained the rationale for the feeder school arrangement which is in place and clarified that the decision, which only partially upheld the objection, would not change the arrangements for September 2011, but made strong recommendations for September 2012. He reassured the Forum that the school was committed to local families and ensuring they were not disadvantaged by admissions criteria. The school is working with the Archdiocesan Board and other local Catholic secondary schools to revisit existing arrangements and anticipates proposals for change by January 2011.

Members of the Forum proposed that the SAF write to the OSA to express concern about the process which had been followed. A draft letter to be prepared by the Principal Admissions & Governance Officer will be circulated to members for comment before dispatch.

8. DATE OF FUTURE MEETINGS

16 February 2011 and 6 July 2011 at King Charles Centre at 6:30 pm