



Brighton & Hove

Schools' Bulletin

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| Date: | Ref: |
| To: Governors and Headteachers of all Schools, East Sussex County Council, West Sussex County Council and Diocesan Authorities. | From: Head of School Admissions and Strategic Commissioner, Planning and Contracts |
| Title: School Admissions Consultation 2013/2014. Coordinated schemes of admission for 2013/14 and in year admissions consultation for 2012/13 | Action Required By : Voluntary Aided schools 4 January 2012, others 28 February 2012 |
| <p>Admission Arrangements for Brighton & Hove Schools 2013/14</p> <p>Governing Bodies of all maintained schools in the City are invited to give their views on the proposals for admission arrangements to Community Schools. The responses to this consultation will be presented to the Cabinet Member for Children and Young People at a meeting in March 2012. The Admission Forum's comments and advice on the proposed arrangements will also be made known to the Cabinet Member meeting. The consultation will also invite comment from parents in the City who have a child or children between the ages of 2 and 16 years of age. Parents will be directed to the consultation materials through a public notice and may access the consultation through the Council website, or by accessing a hard copy. Schools are also asked to draw parents' attention to the consultation by inserting the following paragraph into their newsletters:</p> <p>We would like to inform parents that Brighton & Hove City Council is currently consulting on admission arrangements for the 2013/14 admission year. The consultation proposals may be found on the Council's website www.brighton-hove.gov.uk/schooladmissions. Alternatively a hard copy can be obtained from the School Admissions team by telephoning (01273) 293653 or e-mailing schooladmissions@brighton-hove.gov.uk. All parents are invited to comment upon the proposed admission arrangements.</p> <p>At the same time the admission arrangements for BACA, PACA and Voluntary Aided Schools must also be consulted upon (unless the arrangements are unchanged from last year and the governing body has chosen not to consult). As in the past the Council will provide access for other schools to view Voluntary Aided policies via the schools' section of the Wave, and will make them available for public comment on the Council website or by providing hard copy. Please read the section below about Voluntary Aided school consultation.</p> <p>In line with current guidance and regulations from the Department for Education, the consultation process must conclude by 1st March 2012, and must run for a period of at least 8 weeks. This also means that Voluntary Aided Schools and Academies must provide their draft admission priorities for consultation before Christmas 2011 (unless they are not consulting, in which case they will need to specify this). All VA schools and Academies will</p> | |

need to consult the new draft Admissions Code and Appeals Code which are due to come into force in February to ensure that their draft admissions priorities comply with their requirements.

Admission authorities that have not changed their admission priorities and arrangements or consulted upon them for 2011 or 2012 admissions will need to consult again this year.

Community Secondary Schools, BACA and PACA

This part of consultation is about the process for the secondary schools admissions system which remains a catchment area system with random allocation being used as the tie breaker in each admission priority in the event of oversubscription.

Two changes are proposed to the over subscription priorities for community secondary schools, BACA and PACA which are applied in the context of an equal preference system as required by the Admissions Code. They are currently:

1. Children in the care of a local authority (looked after children).
2. Compelling medical or other exceptional reasons for attending the school.
3. The sibling link.
4. Those pupils living in the designated catchment area for the school.
5. Other children.

The first change is a requirement of the new Code- to extend the first priority (Children in the care of a local authority) to include children who were previously in the care of a local authority but have ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).

The second change is to the sibling link- Up until the proposed admission arrangements for 2013/14, the sibling link has been applied as an oversubscription priority to all secondary school applications regardless of home address. For example, a child living in the catchment area for say Varndean would have priority for admission to Longhill if they had a sibling already attending that school, and who would be there when the new pupil was due to start. At the time that the current secondary admission arrangements were adopted, it was decided that with effect from September 2013 the sibling priority would only apply as an oversubscription priority within the designated catchment area for a child's home address. This delay in changing the sibling priority was intended to allow the link to be applied across catchment areas for those children already in secondary school at that time, as their parents/carers may have previously accepted places at schools anticipating that the sibling link would apply regardless of home address. The delay allowed those links to work through. It is proposed that the sibling link will only be applied as a priority within catchment areas from 2013/14.

The Westdene area of the City was switched from the Hove Park/Blatchington Mill catchment to the Patcham catchment area after the new admissions arrangements had been implemented. As a result those living in Westdene will have the cross city sibling link allowed for one extra year (2013/14 admissions).

There are also proposed changes to the catchment areas for PACA, Hove Park/Blatchington Mill and Dorothy Stringer/Varndean. These changes are described in the attached documents.

The Aldridge Community Academies currently share these admission priorities and are also asked to comment upon them.

Admissions Arrangements for Community Infant, Junior and Primary Schools

Two changes are proposed for the admission arrangements to community infant, junior and primary schools: the first is the extension of priority 1 to include previously looked after children, as in the secondary arrangements above. The over subscription priorities are applied in the context of an equal preference system as required by the Admissions Code. The current over subscription priorities are:

1. Children in the care of a local authority (looked after children) and children who were previously in the care of a local authority but have ceased to be so because they were adopted (or became subject to a residence order or special guardianship order).
2. Compelling medical or other exceptional reasons for attending the school.
3. The sibling link
4. For junior schools only: children attending a linked infant school
5. Other children.

Within all these priorities, the tie break is home to school distance (measured by the shortest available route). However, the second change is to change the method of measuring to 'as the crow flies', as detailed in the attached document.

More detail about the current primary and secondary admission arrangements can be found in the two school admission booklets. Schools have copies of the booklets which can also be viewed on the Brighton & Hove City Council web site.

Relevant Area for Consultation

The relevant area for school admissions in the city is currently defined as the area within the city boundary. This is the area which the LA uses when consulting on admissions arrangements, and can include other admission authorities and voluntary aided schools outside the city. The area can be larger than LA boundary, or smaller through the operation of a number of different relevant areas within the LA. The use of a relevant area was a requirement of the School Standards and Framework Act 1998, and this requirement remains in force. It is currently defined as the area within the Brighton & Hove city boundaries, so all voluntary aided schools within the city are required to consult all schools within the city boundary about their proposed admission arrangements. No change is proposed to the relevant area for 2013/14.

Academies and Voluntary Aided Schools Consultation

Academies and Voluntary Aided schools are required to consult with all other city schools, with the LA and with parents in the City who have children between the ages of 2 and 16 about their proposed admission arrangements for 2013/14 *unless the arrangements are unchanged from last year and have been consulted upon within the last two years*. We will continue to publish proposed arrangements on the schools' section of the Wave, but in order to allow the parental consultation we will also publish on the Council's website. Schools not wishing to use this method of consultation, but still needing to consult, must conduct their own consultation process. In any event they must consult the LA and other City schools before finalising their admission arrangements. Consultation, if taking place, must be completed by 1 March 2012, and the Governors must have settled the final version of their admission arrangements by 15 April 2012.

If schools whose admission arrangements have changed do not consult then their admission arrangements will be open to challenge by parents and by appeal panels. I cannot emphasise strongly enough that failure to consult will lead to very difficult consequences for the schools concerned. Church of England and Roman Catholic VA schools are reminded that in law they must consult their diocesan authority with their proposed admission priorities before consulting anyone else.

In order to comply with the new DfE regulations VA schools and Academies must consult for a period of 8 weeks before 1 March 2012. This means that those schools wishing to use the LA website and schools section of the Wave to meet their consultation requirements must provide an electronic copy (Word format please) by 4 January 2012 at the latest. Realistically the Christmas break means that it would be better if the documents were forwarded to the School Admissions Team by the end of the autumn term. Diocesan Authorities have already been in contact with schools about the consultation requirements. Schools which are not consulting should notify the School Admissions team by the end of the autumn term as well.

This process is the same as last year. Changes are proposed in the draft Code to make consultation less frequent if no changes are made but at the moment the requirement is as above.

Published Admission Numbers

The proposed admission numbers for each school are attached to this bulletin. Schools are asked to comment on whether they agree with the number shown. These numbers are based on the net capacity range of each school, or in some cases a higher figure. As previously, this list includes the expected admission numbers for voluntary aided schools, which act as their own admission authorities and set their own admission number. I should be grateful for a response from all schools as to whether they agree with the number shown on the attached list.

Co-ordinated Admission Schemes for 2013/14

The coordinated schemes are attached for comment along with the scheme for coordinating in year admissions for 2012/13 which is currently a legal requirement. All VA schools and academies are required to take part in the operation of coordinated schemes of admission.

The Admission Timetable for 2013/14

The dates for applications and allocations for admission for the 2013/14 school year will be:

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| Infant, Junior and Primary Schools: | Closing date | 15 January 2013 |
| | Letters to parents/carers | 19 April 2013 |
| Secondary schools: | Closing date | 31 October 2012 |
| | Letters to parents/carers | 1 March 2013 |

These dates are set out in more detail in the co-ordinated schemes.

The Consultation Timetable

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| 3 January 2012 | Voluntary Aided Schools to have provided the LA with their proposed admission arrangements for 2013/14 for publication if they wish to make use of the LA school and public consultation process using the schools' section of the Wave and the Council website. |
| 1 March 2012 | Schools and others to have returned any response to the Community School admission arrangements for 2013/14. |
| Mid March 2012 | Cabinet Member for Children and Young People to consider admission arrangements for Community schools, taking into account the consultation responses and any advice provided |

by the Admission Forum. The proposed admission arrangements for Voluntary Aided schools and Academies may also be discussed at this meeting and may be commented upon. Schools and other admission authorities will be notified of the Sub-Committee's conclusions within 2 weeks of the meeting.

15 April 2012

Deadline for Voluntary Aided Schools to have finalised their proposed admission arrangements.

Documents attached

1. Reply form
2. Proposed Admission Numbers – Primary
3. Proposed Admission Numbers – Secondary
4. Coordinated scheme – secondary
5. Coordinated scheme – primary
6. Coordinated scheme- In-year
7. Proposed changes to catchment area in the centre of the city
8. Map 1
9. Map 2
10. Map 3
11. Proposed changes to catchment area for PACA
12. Map 4
13. Proposal to move to distance measuring as the crow flies

Consultation Responses

Governing Bodies are asked to respond to this bulletin as soon as possible, using the attached response form. The closing date for responses is 29 February **2012**. Please note that this consultation bulletin and its attachments are being sent to all schools. The neighbouring Local Authorities of East and West Sussex are also being consulted in accordance with the Admissions Code requirements, and views will also be sought from the Church of England and the Roman Catholic Diocesan authorities. VA colleagues are again reminded that they must have determined their proposed admission arrangements by **3 January 2012** and sent them to the admissions team by that date for inclusion on the Council website consultation.

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| <p>Contact Name: Jo Miles Telephone: (01273) 293653 Email: schooladmissions@brighton-hove.gov.uk Address: King's House, Grand Avenue, Hove</p> | |
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Reply Form – Please return this form to School Admissions, 3rd Floor, King's House, Grand Avenue, Hove, by 29 February 2012.

School Admissions Consultation - Admissions for the 2013/14 academic year

Name of School:

Name of Respondent:
(Please print)

Signature:

School Admission Arrangements and Over Subscription Priorities – Community Secondary Schools, Brighton Aldridge Community Academy and Portslade Aldridge Community Academy

Please set out below any comments or changes you would propose to the published arrangements.

I do/do not agree that the sibling link should be restricted so that it applies only to children living within the school's catchment area. This is because (please give reasons if you wish)

I do/do not agree with the proposed alteration to the catchment area for PACA (affecting the catchment area for Blatchington Mill/Hove Park. This is because (please give reasons if you wish)

My preferred option for the border between the catchment areas for Blatchington Mill/Hove Park and Dorothy Stringer/Varndean is:

Option 1 (Dyke Road/Brighton-Worthing railway line)

Option 2 (Dyke Road/Buckingham Place)

Option 3 (Dyke Road-Clock Tower)

Retain current boundary

Please delete as appropriate (and give reasons below if you wish)

School Admission Arrangements and Over Subscription Priorities – Community Infant, Junior and Primary Schools

Please set out any comments or changes you would propose to the published arrangements.

I do/do not support the proposal to make the change to measuring ‘as the crow flies’ (please give reasons if you wish)

Published Admission Number

This school agrees/disagrees* with the proposed admission number.

Comments on admission number.

Voluntary Aided Admission Priorities (for completion by VA schools only)

I confirm that this school will formally consult with maintained schools in the LA area (the Relevant Area), with the LA, parents and carers and with other consultation partners as required in law about the school’s proposed admission arrangements for 2013/14 and will/has provide(d) draft admission arrangements for publication on the schools’ section of the Wave. (Please tick the box.)

I confirm that this school is not proposing to consult as the admission arrangements are unchanged from last year and the school has consulted within the last two years.



Coordinated Schemes of Admission

Please set out any comments or changes you would propose to the coordinated schemes.