

WEST NORTHAMPTONSHIRE COUNCIL CABINET

15 FEBRUARY 2022

CABINET MEMBER RESPONSIBLE FOR CHILDREN FAMILIES AND EDUCATION - COUNCILLOR FIONA BAKER

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| Report Title | Admission Arrangements for Community and Voluntary Controlled West Northamptonshire schools for 2023 intakes and the Primary and Secondary Co-ordinated Schemes for the 2023 intakes |
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List of Appendices

- **Appendix A** – “Admission Arrangements for Community and Voluntary Controlled schools in West Northamptonshire for 2023 intakes”
- **Appendix B** – “WNC Primary Co-ordinated Scheme for 2023 Intakes”
- **Appendix C** – “WNC Secondary Co-ordinated Scheme for 2023 Intakes”
- **Appendix D** - A copy of the EqIA screening assessment

1. Purpose of Report

The local authority (LA) has a duty to act in accordance with the statutory provisions of the School Admissions Code (2021) and with laws relating to school admissions. School admission arrangements for all schools must be agreed annually and it is the duty of admission authorities to ensure that admission arrangements are compliant with the School Admissions Code. The

purpose of this report is to provide the necessary information to allow the council to determine the admission arrangements for its schools (Community and Voluntary Controlled schools) for the 2023 intake.

Each year, all local authorities must formulate and publish on their website, a scheme to co-ordinate admissions to the normal year of entry for all publicly funded schools within their area. Applications will be processed in accordance with the timetables set out in these schemes. The purpose of the report is to allow the council to agree the co-ordinated schemes for the 2023 intake.

The School Standards & Framework Act (1998) requires local authorities to define the parameters of a 'relevant area'. The 'relevant area' is defined as the area for a school within which the admission authority for the school must consult all other prescribed schools on its admission arrangements for maintained schools.

2. Executive Summary

2.1 Admission Arrangements:

The LA has proposed to change the Published Admission Number (PAN) for some of its schools. There were no other proposed changes to the admission arrangements for Community and Voluntary Controlled schools. The consultation took place from 8 November to 31 December 2021 and no objections were received.

- **Appendix 1** "Admission Arrangements for Community and Voluntary Controlled schools in West Northamptonshire for 2023 intakes".

2.2 Co-ordinated schemes:

The dates in the co-ordinated scheme timetables are set annually. The scheme then details how applications will be processed. The LA have proposed to remove the 5pm deadline from our application closing dates. This means parents/carers will be able to apply up until midnight on the closing dates for both Primary and Secondary applications. The consultation took place from 8 November to 31 December 2021 and no objections were received.

- **Appendix 2** is the "WNC Primary Co-ordinated Scheme for 2023 Intakes".
- **Appendix 3** is the "WNC Secondary Co-ordinated Scheme for 2023 Intakes".

2.3 The "Relevant Area"

The new relevant area for West Northamptonshire schools will be the West Northamptonshire Council area and its neighbouring local authorities. The consultation took place from 8 November to 31 December 2021 and no objections were received.

3. Recommendations

3.1 It is recommended that the Cabinet:

- a) approve the admission arrangements as detailed in Appendix A
- b) agree the two co-ordinated schemes for the 2023 intake as detailed in Appendix B and Appendix C
- c) agree the “Relevant Area” for all West Northamptonshire schools

4. Reasons for Recommendations

- All the above are statutory requirements.

5. Report Background

5.1 All admission authorities must determine admission arrangements every year, even if they have not changed from the previous year and no consultation has been required. This is a statutory requirement that must be carried out by 28 February in the determination year. It is the duty of local authorities to formulate and publish a co-ordinated scheme for the admission of pupils to all schools in the area.

6. Issues and Choices

6.1 Admission Arrangements:

In this instance it has been proposed that several schools reduce their Published Admission Number (PAN) due to falling projected admission intakes. This is to ensure that reductions in places are on a planned basis enabling the schools to set appropriate budgets and plan around anticipated numbers. These schools are:

- Bugbrooke Community Primary School (reduce from 45 to 30)
- Chiltern Primary School (reduce from 60 to 30)
- Clipston Endowed VC Primary School (reduce from 20 to 15)
- Croughton All Saints CE Primary School (reduce from 25 to 20)
- Denton Primary School (reduce from 19 to 15)
- Hunsbury Park Primary School (reduce from 60 to 45)

The rest of the admission arrangements remain unchanged.

6.2 Co-ordinated Schemes:

The timetable has been set in line with nationwide deadlines and time constraints, e.g. appeals deadlines. The amendment to closing dates for Primary and Secondary applications to remove the 5pm deadline allows parents to apply until midnight on the closing date making the process easier and fairer for parents. The 5pm deadline dates back to the submission of paper

applications and, since 98% of applications are now made online, the imposition of an arbitrary cut-off part-way through a day no longer makes sense.

7. Implications (including financial implications)

7.1 Resources and Financial

There are no resources or financial implications arising from the proposals.

7.2 Legal

Appropriate consultation has been carried out on the limited changes to the scheme which have been proposed. The local authority is under a legal duty to review and adopt a scheme which this decision will fulfil. Other than this there are no legal implications arising from the proposals.

7.3 Risk

1. Risk – That WNC does not fulfil statutory obligations as required by the School Admissions Code (2021).

Mitigation - WNC must determine the admission arrangements for its Community and Voluntary Controlled schools by 28 February 2021 and must publish a co-ordinated scheme for admission to the normal points of entry to all schools in the area.

2. Risk - Admission arrangements may be considered to be unfair or not compliant with the School Admissions Code. A consequence of this could be that WNC would be reported to the Office of the Schools Adjudicator.

Mitigation – admission policies have been checked for compliance with the School Admissions Code (2021).

7.4 Consultation

The admission arrangements for C and VC schools in the West Northants area for 2023 and the primary and secondary co-ordinated schemes were consulted on from 8 November – 31 December 2021.

In accordance with the School Admissions Code, the following groups were consulted:

- a) parents of children between the ages of two and eighteen;
- b) other persons in the relevant area who in the opinion of the admission authority have an interest in the proposed admissions;
- c) all other admission authorities within the relevant area (except that primary schools need not consult secondary schools);
- d) whichever of the governing body and the local authority is not the admission authority;
- e) any adjoining neighbouring local authorities where the admission authority is the local authority.

The consultation was advertised via the WNC website, social media and press releases. In addition, other parties were emailed directly to inform them of the consultation e.g. neighbouring local authorities, local schools, other admission authorities - Academy Trusts and governing bodies.

No comments or objections were received to any of the proposals in the consultation.

7.5 Consideration by Overview and Scrutiny

N/A

7.6 Climate Impact

No implications arising from any recommendations that are being proposed.

7.7 Community Impact

Reductions to PANs have taken into consideration the impact this will have on school places locally. Historic and projected intakes have been scrutinised prior to the reductions being proposed. No other implications arise.

8. Background Papers

7.1 School Admissions Code (2021) [School admissions code 2021 \(publishing.service.gov.uk\)](https://publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/92222/school-admissions-code-2021.pdf)

Applying for a Primary School Place in West Northamptonshire 2022-23 [West Primary prospectus \(westnorthants.gov.uk\)](https://www.westnorthants.gov.uk/primary-prospectus)

Applying for a Primary School Place in West Northamptonshire 2022-23 [Applying for a secondary school place \(westnorthants.gov.uk\)](https://www.westnorthants.gov.uk/secondary-school-place)