



Brighton & Hove

Schools' Bulletin

Date: 13 December 2010

Ref: SH Consultation 12-13

To: Governors and Headteachers of all Schools, East Sussex County Council, West Sussex County Council and Diocesan Authorities.

From: Head of School Admissions and Transport

Title: School Admissions Consultation 2012/2013. Coordinated schemes of admission for 2012/13 and in year admissions consultation for 2011/12

Action Required By : Voluntary Aided schools 4 January 2011, others 28 February 2011

Admission Arrangements for Brighton & Hove Schools 2012/13

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 2011. 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:

We would like to inform parents that Brighton & Hove City Council is currently consulting on admission arrangements for the 2012/13 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.

At the same time the admission arrangements for BACA 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 Education Online, 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.

In line with current guidance and regulations from the Department for Education, the consultation process must conclude by 1st March 2011, and must run for a period of at least 8 weeks. This also means that Voluntary Aided Schools must provide their draft admission priorities for consultation before Christmas 2010 (unless they are not consulting, in which case they will need to specify this). Should any changes in admission arrangements emerge

from the Education White Paper and subsequent legislation there may be a need for additional consultation.

Following last year and the previous year's consultation, admission authorities that do not change their admission priorities and arrangements will not need to consult again until arrangements for the 2013/14 admissions exercise are due.

Community Secondary Schools and Brighton Aldridge Community Academy

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.

No change is proposed to the over subscription priorities for community secondary schools and BACA 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.

However, we would seek views on including within priority 2 a blanket priority for children who have been adopted away from their birth families.

The Brighton Aldridge Community Academy currently shares these admission priorities and is also asked to comment upon them.

Admissions Arrangements for Community Infant, Junior and Primary Schools

No change is proposed for the admission arrangements to community infant, junior and primary schools. 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).
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).

As above we would seek views on including within priority 2 a blanket priority for children who have been adopted away from their birth families.

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 2012/13.

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 2012/13 *unless the arrangements are unchanged from last year*. We will continue to publish proposed arrangements on Education Online, 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 2011, and the Governors must have settled the final version of their admission arrangements by 15 April 2011.

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 DCSF regulations VA schools must consult for a period of 8 weeks before 1 March 2011. This means that those schools wishing to use the LA website and Education Online to meet their consultation requirements must provide an electronic copy (Word format please) by 4 January 2011 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 new consultation requirements. Schools which are not consulting should notify the School Admissions team by the end of the autumn term as well.

VA Schools have already been informed of this process.

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.

Please note that the new school in Hove which has 90 places in reception is currently being managed on an interim basis by West Hove Infant School. It is, however, a separate establishment for the purposes of parental admissions preferences. The longer term governance arrangements for Connaught will be determined through a separate consultation process subject to the requirements of the Education and Inspections Act 2006. Planning is also underway to meet the projected shortfall of places in Portslade at KS2

which will arise if, as anticipated, agreement is given for Benfield to become a primary school. Parents and schools will be kept informed of progress in this regard.

Co-ordinated Admission Schemes for 2012/13

The coordinated schemes are attached for comment along with the scheme for coordinating in year admissions for 2011/12 which is now 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 2012/13

The dates for applications and allocations for admission for the 2011/12 school year will be:

Infant, Junior and Primary Schools:	Closing date	13 January 2012
	Letters to parents/carers	30 April 2012
Secondary schools:	Closing date	31 October 2011
	Letters to parents/carers	1 March 2012

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

The Consultation Timetable

4 January 2011	Voluntary Aided Schools to have provided the LA with their proposed admission arrangements for 2012/13 for publication if they wish to make use of the LA school and public consultation process using Education Online and the Council website.
1 March 2011	Schools and others to have returned any response to the Community School admission arrangements for 2012/13.
Mid March 2011	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 2011	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

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 28 February **2011**. 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 **4 January 2011** and sent them to the admissions team by that date for inclusion on the Council website consultation.

Contact Name: Steve Healey
Telephone: (01273) 293444
Email: schooladmissions@brighton-hove.gov.uk
Address: King's House, Grand Avenue, Hove

Reply Form – Please return this form to School Admissions, 3rd Floor, King's House, Grand Avenue, Hove, by 28 February 2011.

School Admissions Consultation - Admissions for the 2012/13 academic year

Name of School:

Name of Respondent:
(Please print)

Signature:

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

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

I do/do not agree that blanket priority should be afforded to children who have been adopted from their birth family. This is because (please give reasons 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 agree that blanket priority should be afforded to children who have been adopted away from their birth family. This is because (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 2012/13 and will/has provide(d) draft admission arrangements for publication in Education Online. (Please tick the box.)

I confirm that this school is not proposing to consult as the admission arrangements are unchanged from last year.

Coordinated Schemes of Admission

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