



School Admissions Forum

Time and Date

1.30 pm on Friday, 11th October, 2013

Place

Committee Rooms 2 and 3 - Council House

1. **Apologies**
2. **Minutes** (Pages 3 - 6)
 - (a) To agree the minutes of the meeting held 8 February 2013
 - (b) Matters arising
3. **Admissions for September 2013** (Pages 7 - 14)

Reports of Sue Heawood
4. **In Year Admissions 2012/13** (Pages 15 - 18)

Reports of Sue Heawood
5. **In Year Fair Access Protocol 2012/13** (Pages 19 - 30)

Report of Marian Simpson
6. **New Schools for 2014**

Report of Sue Heawood
(Report to be tabled at the meeting)
7. **Expanding Schools for 2014 and 2015**

Presentation from Judith Applegarth
8. **Any Other Business**
9. **Date of Next Meeting**

To confirm the date of next meeting as 7 February 2014.

Chris West, Executive Director, Resources, Council House Coventry

Tuesday, 2 October 2013

Note: The person to contact about the agenda and documents for this meeting is Gurdip Paddan

Membership: Councillors J Blundell and D Kershaw

Please note: a hearing loop is available in the committee rooms

If you require a British Sign Language interpreter for this meeting
OR if you would like this information in another format or
language please contact us.

Gurdip Paddan

Telephone: (024) 7683 3075

E-mail: Gurdip.paddan@coventry.gov.uk

SCHOOL ADMISSIONS FORUM

8 February 2013

Present: Councillor D. Kershaw (Local Authority) (Chair)
P. Burns (Independent School Appeals Panel)
Reverend T. Colling (SACRE)
K. Edwards (Catholic Diocese)
C. Firth (Choice Adviser)
D. Morrison (Schools – Academies)
H. Quinn (Schools – Voluntary Aided)
R. Williamson (Schools - Trusts)

In Attendance: J. Applegarth (Children, Learning and Young
People Directorate)
S. Heawood (Children, Learning and Young
Peoples Directorate)
G. Paddan (Customer and Workforce Services
Directorate)
J. Warren (Finance and Legal Services Directorate)

Apologies: Councillor A. Williams (Local Authority)
M. Simpson (Special Educational Needs)

227. Introduction

Members introduced themselves and were welcomed to the meeting.

228. Minutes of the previous meeting

Minutes of the meeting held on 12 October 2012 were agreed as a true record.

229. Matters arising

- a) Appointment of Vice Chair – it was agreed not to appoint a Vice Chair as this was the last meeting for this municipal year.
- b) Primary in-year admissions – the level of movement was discussed together with the reasons in percentage terms. Concern was expressed about the need to reduce levels of movement between schools. There was a discussion about the importance of effective sharing of detailed information between schools and the format of forms used in secondary and primary settings. It was suggested it may be useful for primary forms to be reviewed.

RESOLVED that school heads take this item to appropriate Steering Groups.

230. Expanding primary schools places update

Judith Applegarth advised that following on from the presentation to the last Forum 20 schools had been consulted within the expanding schools programme. It was noted that the consultations were successful with three meetings held at every school. People appreciated the opportunity to put forward their views.

A paper was circulated at the meeting listing the 12 schools for which statutory notices for proposed school expansions have been served.

Judith was thanked for her report and the manner in which the consultation had been carried out was appreciated.

231. Primary co-ordinated admissions scheme 2014/15

The Forum received a report (Document 2) on the primary co-ordinated scheme for 2014/15. The scheme details the following:

- Part 1 – The co-ordination arrangements and process for dealing with applications for 2014 for Coventry parents.
- Part 2 – The oversubscription criteria and policy arrangements for community and voluntary controlled schools.

At point 22 in the co-ordinated scheme it was highlighted that amendments would be required in the wording to reflect those schools who were no longer participating in the in-year co-ordination arrangements.

Generally document wording had been updated to include references to academies. There were no changes to the oversubscription criteria and policy arrangements for community and voluntary controlled schools and therefore no consultation required this year.

RESOLVED that the report be accepted.

232. Secondary co-ordinated admissions scheme 2014/15

The Coventry Secondary School Co-ordinated Admissions Scheme for 2014/15 (Document 3) was received by Members. The layout of the scheme was similar to the primary scheme, and has retained the same information as the scheme for 2013/14.

At point 26 amendments were required to reflect that Whitley Academy would not participate in the in-year co-ordination scheme from 2014.

It was also noted that Caludon Castle school details had been removed from the community school section, as the school is due to become an academy from 1 February 2013.

RESOLVED that the report be accepted.

233. Consultation on admissions arrangements for Voluntary Aided Schools and Academies

Members received a detailed summary of the schools that were consulted on their admissions policies for 2014 (Document 4). It was noted that the proposed policies were available on the City Council's website. Only four secondary schools and academies had consulted on changes to their admission arrangements this year. The report included details of the local authority responses to the consultation.

Where admission arrangements are outside the School Admissions Code and are not amended following consultation then the Forum supported the need for the local authority to lodge an objection.

The Forum discussed the issues that were being faced when implementing faith school admission arrangements on defining or "measuring" faith. This is currently dealt with very differently by Catholic and Church of England schools in the City. Applications are being made to open Sikh and Muslim free schools so these issues may expand. It was suggested that in the future the Forum could consider holding a special single issue meeting with faith schools and religious representatives to talk in more detail.

RESOLVED that the Forum awaits decisions on new faith schools before arranging a broader discussion on faith school admissions issues.

234. Choice Adviser's Annual Report

Chris Firth explained his role in supporting families to apply for secondary school places and in working on complex in transfer cases.

The Annual Report showed the statistics for non-returned Secondary School applications for 2012/13. The maps illustrated the areas where forms from 65 pupils had not been returned for admission to secondary school in 2013. The graphs showed the number of non-returns broken down by primary schools ethnicity and postcode.

The in-year transfer requests between City schools showed a slight increase on the previous year with similar reasons and completion levels. There was an increasing demand for support and advice on appeals.

Chris Firth was thanked for his report.

235. Information for parents on applying for school places

The Forum received a report on the information that is supplied to parents on applying for school place. The booklets and leaflets had been circulated with the paperwork to members. Sue advised that the School Admissions Code required local authorities to publish composite prospectuses that contain information on all school admission arrangements for each application year. Admissions staff work with schools to ensure all parents apply on time as outlined in the report.

The Forum discussed the admissions booklet/leaflets and what else could be done to encourage people to make a decision on time and how best to get admissions specific information out through information channels that parents predominantly use. Social media was discussed as a useful tool for getting application deadline information to parents.

RESOLVED that Heads would share this information with steering meetings and pass on any other suggestions to Sue Heawood for inclusion in future work.

236. Any Other Business

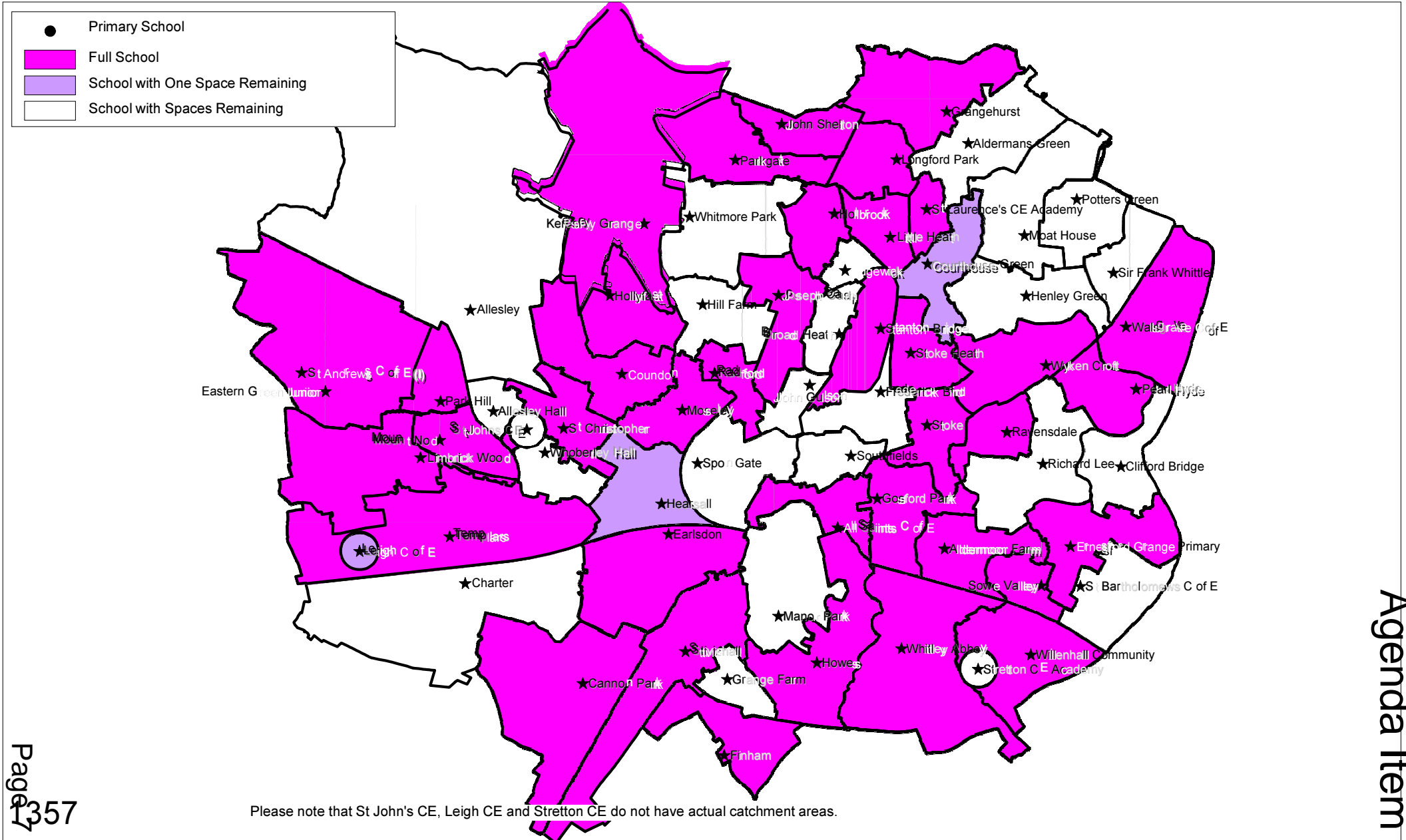
There was no other business.

237. Date of next meetings

The next two meetings were agreed as 11 October 2013 and 7 February 2014.

(Note: the meeting closed at 3.20pm)

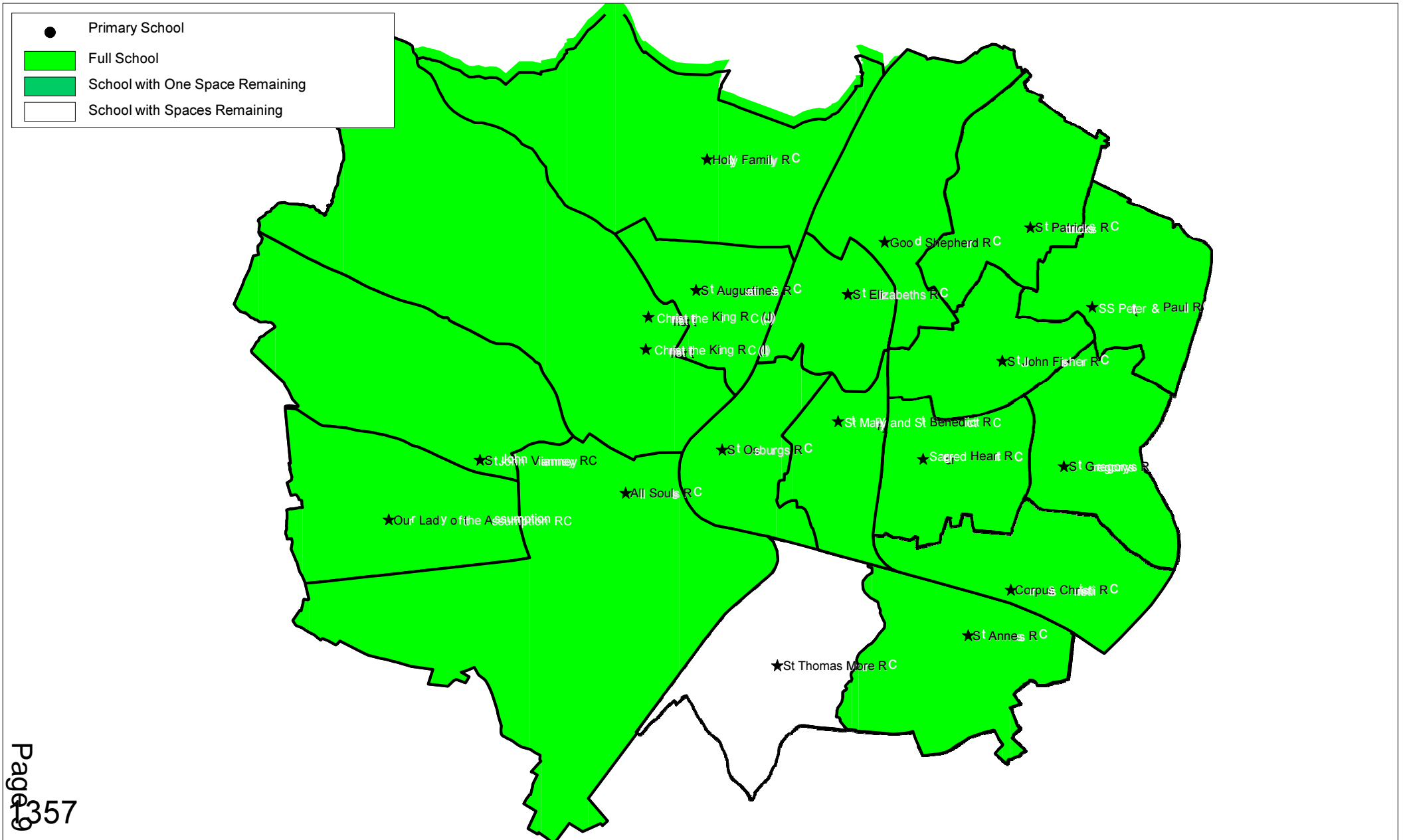
Coventry Reception Classes: September 2013



Please note that St John's CE, Leigh CE and Stretton CE do not have actual catchment areas.

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Coventry RC Primary Reception Classes: September 2013



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September 2013 Admissions Pressure: Reception Spaces Remaining

As at 15/04/2013

DfES No	School	Admission Capacity	Spaces Remaining	% Capacity Remaining
Mainstream Primary				
2000	Aldermans Green Community Primary School	90	30	33%
2005	Stretton Church of England Academy	30	13	43%
2009	Courthouse Green Primary School	90	1	1%
2015	Edgewick Community Primary School	30	3	10%
2023	Hearsall Community Primary School	60	1	2%
2076	Allesley Hall Primary School	30	2	7%
2079	Potters Green Primary School	60	5	8%
2084	Allesley Primary School	60	3	5%
2092	Grange Farm Primary School	60	9	15%
2110	Clifford Bridge Primary School	60	24	40%
2115	Sir Frank Whittle Primary School	45	26	58%
2122	Whoberley Hall Primary School	30	15	50%
2135	Whitmore Park Primary School	90	10	11%
2140	John Gulson Primary School	90	6	7%
2141	Manor Park Primary School	90	12	13%
2143	Richard Lee Primary School	90	34	38%
2144	Hill Farm Primary School	90	24	27%
2145	Frederick Bird Primary School	120	10	8%
2149	Broad Heath Community Primary School	90	23	26%
2153	Southfields Primary School	60	6	10%
2155	Spon Gate Primary School	60	22	37%
2156	Henley Green Community Primary School	60	21	35%
2158	Moat House Community Primary School	60	15	25%
3301	St John's CE Primary School	30	5	17%
3302	Leigh CE Primary School	30	1	3%
3304	St Bartholomew's CE Primary School	60	21	35%
3436	Charter Primary School	45	10	22%
Catholic Primary				
3432	St Thomas More Catholic Primary School	60	19	32%
Total				
331	Coventry	4485	371	8%
	Mainstream Primaries	3750	352	9%
	Catholic Primaries	735	19	3%

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Secondary School allocations 01/03/2013

School Name	PAN	SEN	LAC	Catchment and Sibling	Catchment	Sibling	Other	Total Allocated	Updated allocation 25/09/13
Barr's Hill School & Community College	131	3	1	15	55	15	42	131	109
Blue Coat CE School & Music College	210	3	0	0	0	75	129	210	243
Caludon Castle School	240	3	0	39	122	25	50	240	243
Coundon Court School & Community College	270	4	1	77	153	17	16	270	298
Ernesford Grange Community School	180	4	1	19	54	1	11	91	82
Finham Park School	237	0	0	71	121	23	20	237	236
Foxford School	180	0	1	42	105	12	18	180	170
Grace Academy Coventry	210	2	0	36	56	12	41	147	161
Lyng Hall School	150	2	0	9	30	18	43	103	92
President Kennedy School	273	3	2	25	90	12	50	182	188
Sidney Stringer Academy	210	1	0	81	98	29	1	210	219
Stoke Park School & Community College	180	2	0	31	57	26	64	180	180
The Westwood Academy	157	5	1	14	38	5	30	94	93
Tile Hill Wood School & Language College	237	0	0	14	72	15	62	164	157
Whitley Academy	160	2	1	20	83	15	38	160	159
Woodlands Academy	210	1	2	9	52	4	55	123	123
Totals				502		304			
					Catholic		Non- Catholic		
Bishop Ullathorne Catholic School	180	1	1		111		55	168	154
Cardinal Newman Catholic School	210	0	0		153		56	209	204
Cardinal Wiseman Catholic School	240	1	0		109		64	174	179
Totals	3865	37	11	502	1559	304	845	3273	3290

updated 25/09/2013

From reports:

I:\SchAdmissions\SLH\stats\sec 2013\SecSchoolAllocSummaries March2013v2.xls

I:\Index\covrep\adms\Allocation Reports\AllocationByPref_pmbn_new_AllPref.rpt

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Agenda Item 4

Primary and Infant School In Year Admissions and Transfers - Two Year Analysis

2011/2012

2012/2013

School	2011/2012							2012/2013						
	1 Allocated	2 Abroad	3 OOC	4 City	5 Admitted	6 Request Out	7 Left	1 Allocated	2 Abroad	3 OOC	4 City	5 Admitted	6 Request Out	7 Left
Aldermans Green Community Primary School	20	0	6	14	16	10	7	26	1	10	15	16	26	18
Alder Moor Farm Primary School	22	0	12	10	21	22	21	31	0	19	12	22	28	17
All Saints' CE Primary School	16	0	8	8	11	14	11	8	0	5	3	6	1	1
All Souls' Catholic Primary School	10	0	6	4	7	2	2	2	0	2	0	0	4	2
Allesley Hall Primary School	1	0	0	1	1	3	2	5	0	2	3	5	4	3
Allesley Primary School	11	0	5	6	10	6	6	11	0	2	9	11	5	1
Broad Heath Community Primary School	46	3	22	21	29	22	22	32	2	17	14	19	25	19
Cannon Park Primary School	20	1	9	10	12	7	6	13	0	13	0	8	4	2
Charter Primary School	17	1	7	9	13	7	7	20	3	5	12	17	18	14
Christ The King Catholic Primary School	5	0	0	5	4	1	1	5	0	1	4	5	8	7
Clifford Bridge Primary School	11	1	4	6	9	6	4	11	0	4	7	9	5	3
Corpus Christi Catholic Primary School	7	0	1	6	5	4	3	5	0	1	4	4	2	1
Coundon Primary School	11	0	4	7	11	7	7	11	0	3	8	10	7	4
Courthouse Green Primary School	29	4	16	9	24	11	10	23	0	5	18	19	20	14
Earlsdon Primary School	19	1	11	7	15	14	14	19	2	5	12	17	9	8
Eastern Green Junior School	6	0	3	3	3	2	2	7	0	4	3	6	2	2
Edgewick Community Primary School	6	1	3	2	4	8	7	13	3	9	1	10	9	6
Ernesford Grange Primary School	10	0	4	6	9	13	9	19	0	10	9	15	12	10
Finham Primary School	12	1	5	6	11	2	2	14	0	5	9	12	5	5
Foleshill CE Primary School	15	0	7	8	13	13	11							
Frederick Bird Primary School	61	4	47	10	28	24	20	60	7	39	14	46	29	21
Good Shepherd Catholic Primary School	4	3	0	1	2	2	2	5	0	2	3	3	6	4
Gosford Park Primary School	46	6	23	17	33	41	35	37	4	15	18	24	27	20
Grange Farm Primary School	6	0	3	3	5	0	0	4	0	0	4	4	3	3
Grangehurst Primary School	12	0	5	7	9	23	18	22	2	8	12	16	28	20
Hearsall Community Primary School	10	1	6	3	5	4	4	12	2	6	4	9	15	9
Henley Green Community Primary School	16	0	6	10	14	6	4	18	3	4	11	13	11	7
Hill Farm Academy	41	0	22	19	30	30	25	40	0	20	20	31	47	34
Holbrook Community Primary School	36	3	19	14	19	16	13	38	1	26	11	26	14	5
Hollyfast Primary School	5	0	2	3	4	2	1	14	0	5	9	12	5	5
Holy Family Catholic Primary School	6	0	3	3	5	5	4	8	0	3	5	4	5	4
Howes Community Primary School	13	0	12	1	9	7	5	5	0	3	2	5	5	4
John Gulson Primary School	42	3	33	6	33	20	11	31	3	21	7	27	30	16
John Shelton Community Primary School	14	1	4	9	9	11	10	27	1	13	13	19	23	19
Joseph Cash Primary School	36	3	24	9	17	20	13	35	3	20	12	21	28	14
Keresley Grange Primary School	5	0	3	2	2	4	3	7	0	6	1	6	12	7
Leigh CE Primary School	13	0	5	8	9	10	7	6	0	2	4	6	19	17
Limbrick Wood Primary School	14	0	11	3	10	15	12	15	0	3	12	12	2	2
Little Heath Primary School	27	3	18	6	23	11	6	16	1	5	10	11	20	14
Longford Park Primary School	11	3	5	3	8	10	10	13	0	8	5	8	10	8
Manor Park Primary School	15	3	6	6	7	15	15	32	0	17	15	24	14	10
Moat House Community Primary School	17	1	4	12	13	18	17	14	0	4	10	11	22	18
Moseley Primary School	14	0	5	9	11	13	12	28	1	9	18	26	9	6
Mount Nod Primary School	20	0	8	12	14	4	4	10	0	2	8	8	2	1
Our Lady of Assumption Catholic Primary School	10	0	6	4	7	5	4	6	0	1	5	5	8	4
Park Hill Primary School	6	0	3	3	4	1	0	3	0	1	2	3	4	4
Parkgate Primary School	31	1	18	12	26	28	25	38	2	10	26	29	31	34
Pearl Hyde Community Primary School	9	0	1	8	8	4	3	15	0	11	4	7	14	10
Potters Green Primary School	21	0	6	15	20	14	11	11	0	8	3	8	12	10

Primary and Infant School In Year Admissions and Transfers - Two Year Analysis

2011/2012

2012/2013

	1	2	3	4	5	6	7	1	2	3	4	5	6	7
School	Allocated	Abroad	OOC	City	Admitted	Request Out	Left	Allocated	Abroad	OOC	City	Admitted	Request Out	Left
Radford Primary School	20	1	13	6	11	18	12	26	3	15	8	20	23	15
Ravensdale Primary School	9	0	3	6	6	9	5	7	0	1	6	7	3	3
Richard Lee Primary School	20	1	11	8	12	35	28	38	0	18	20	31	34	22
Sacred Heart Catholic Primary School	12	1	3	8	9	3	1	39	2	22	15	32	5	5
Sir Frank Whittle Primary School	19	0	4	15	14	20	14	26	0	14	12	14	31	19
Southfields Primary School	28	2	13	13	24	23	18	28	2	13	13	20	19	14
Sowe Valley Primary School	12	0	1	11	9	11	10	6	0	0	6	4	14	8
Spon Gate Primary School	24	1	12	11	19	8	8	27	2	18	7	18	22	12
SS Peter & Paul Catholic Primary School	8	1	4	3	3	6	3	7	0	3	4	4	9	6
St Andrew's CE Infant School	5	0	1	4	2	4	4	3	0	1	2	2	3	2
St Anne's Catholic Primary School	7	1	2	4	6	10	9	8	0	3	5	6	20	14
St Augustine's Catholic Primary School	15	1	8	6	12	15	8	23	3	12	8	17	23	15
St Bartholomew's CE Primary School	22	0	9	13	20	23	17	21	0	3	18	16	29	14
St Christopher Primary School	16	0	4	12	15	16	10	7	0	2	5	4	11	10
St Elizabeth's Catholic Primary School	7	0	1	6	6	5	4	12	1	6	5	11	9	7
St Gregory's Catholic Primary School	7	0	4	3	5	7	5	10	0	3	7	9	9	7
St John Fisher Catholic Primary School	8	0	0	8	4	6	5	12	0	8	4	11	13	10
St John Vianney Catholic Primary School	4	0	1	3	3	1	1	5	0	2	3	5	1	1
St John's CE Primary School	9	0	5	4	6	0	0	4	0	2	2	3	3	3
St Laurence's CE Primary School								11	1	8	2	8	12	10
St Mary & St Benedict Catholic Primary School	10	0	5	5	8	11	8	17	1	7	9	9	16	14
St Osburg's Catholic Primary School	11	0	6	5	8	16	13	5	1	2	2	4	11	7
St Patrick's Catholic Primary School	11	0	2	9	8	8	8	9	2	2	5	8	14	12
St Thomas More Catholic Primary School	18	1	8	9	16	6	6	23	0	12	11	19	14	6
Stanton Bridge Primary School	42	6	26	10	29	29	25	49	11	32	6	39	30	16
Stivichall Primary School	7	0	4	3	7	3	2	8	0	4	4	8	3	2
Stoke Heath Primary School	33	1	20	12	24	18	18	27	1	14	12	20	11	10
Stoke Primary School	33	4	18	11	19	18	14	22	1	17	4	17	25	24
Stretton CE Primary School	15	0	4	11	14	11	8	13	0	8	5	11	16	12
Templars Primary School	28	1	11	16	23	31	27	43	3	15	25	35	31	22
Walsgrave CE Primary School	17	0	9	8	13	4	3	10	0	5	5	8	9	7
Whitley Abbey Primary School	15	0	4	11	11	17	17	20	0	9	11	17	12	10
Whitmore Park Primary School	33	0	14	19	28	28	19	17	3	8	6	10	39	26
Whoberley Hall Primary School	27	1	11	15	14	16	14	11	0	4	7	10	14	10
Willenhall Community Primary School	13	0	2	11	9	11	7	19	0	9	10	16	18	16
Wyken Croft Primary School	21	0	9	12	15	16	13	24	0	8	16	16	23	20
LA Totals	1,441	71	693	677	1,044	1,000	812	1,482	78	704	701	1,124	1,128	878

Note: In April 2012, Foleshill CE Primary School changed it's name to St Laurence's CE Primary School

Data date : 2011-2012 data : 05/10/2012

2012-2013 data : 24/09/2013

Column Definitions

<p>(1) Allocated: Total allocated to school</p> <p>(2) Abroad: Those allocated who are from overseas</p> <p>(3) OOC: Those allocated who are from another Local Authority</p> <p>(4) City: Those allocated who are from another Coventry school</p>	<p>(5) Admitted: Those allocated who were admitted to the school</p> <p>(6) Request Out: Requests to leave the school</p> <p>(7) Left: Of those requests to leave who actually left.</p>
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Secondary In Year Admissions and Transfers - Three Year Analysis

School	2010/2011							2011/2012							2012/2013						
	1	2	3	4	5	6	7	1	2	3	4	5	6	7	1	2	3	4	5	6	7
	Allocated	Abroad	OOC	City	Admitted	Request Out	Left	Allocated	Abroad	OOC	City	Admitted	Request Out	Left	Allocated	Abroad	OOC	City	Admitted	Request Out	Left
Barr's Hill School & Community College	105	53	32	20	97	56	34	96	56	10	30	79	37	27	68	48	3	17	60	23	11
Bishop Ullathorne Catholic School	31	14	4	13	27	46	16	34	20	3	11	22	14	9	20	12		8	14	13	7
Blue Coat CE School & Music College	9	1	2	6	7	18	10	4			4	3	3	3	12		3	9	11	2	1
Caludon Castle School	10	1	2	7	10	12	12	9	3		6	8	4	3	14		2	12	12	3	3
Cardinal Newman Catholic School	26	6	5	15	25	27	18	20	5	4	11	20	18	14	16	6	4	6	16	12	10
Cardinal Wiseman Catholic School	29	16	3	10	28	58	27	47	25		22	45	20	16	33	16	5	12	30	17	13
Coundon Court	18	0	4	14	18	15	12	15	3	1	11	14	12	11	21	4	4	13	21	16	14
Ernesford Grange Community School	27	6	12	9	22	50	17	43	20	6	17	38	22	9	23	9		14	22	21	13
Finham Park Mathematics and Computing Colleg	20	2	7	11	17	10	6	14	3		11	14	10	5	17	2	3	12	16	10	7
Foxford School	52	26	13	13	49	40	20	27	7	1	19	27	15	12	32	16	5	11	32	20	12
Grace Academy Coventry	41	9	19	13	31	29	20	33	9	6	18	26	35	23	29	7	4	18	16	39	22
Lyng Hall School	79	45	15	19	74	59	29	80	42	13	25	74	29	22	82	56	9	17	78	16	6
President Kennedy School	59	25	20	14	55	50	29	49	17	10	22	40	24	16	70	33	10	27	63	14	8
Sidney Stringer Academy	52	20	17	15	46	23	11	57	24	4	29	51	7	6	26	16	1	9	23	8	6
Stoke Park School & Community College	31	8	11	12	30	40	14	34	12	1	21	32	19	12	19	10	1	8	16	16	10
The Westwood Academy	34	9	11	14	31	19	15	26	5	7	14	23	14	11	24	7	4	13	22	13	12
Tile Hill Wood School & Language College	50	19	17	14	49	43	31	55	19	4	32	52	24	23	33	2	5	26	32	20	13
Whitley Academy	38	7	15	16	31	26	21	26	8	3	15	18	36	31	20	5	3	12	19	28	15
Woodlands Academy	25	4	5	16	21	32	16	19	3		16	19	21	16	15	2	4	9	15	9	7
LA Totals	736	271	214	251	668	653	358	688	281	73	334	605	364	269	574	251	70	253	518	300	190

Column Definitions

<p>(1) Allocated: Total allocated to school</p> <p>(2) Abroad: Those allocated who are from overseas</p> <p>(3) OOC: Those allocated who are from another Local Authority</p> <p>(4) City: Those allocated who are from another Coventry school</p>	<p>(5) Admitted: Those allocated who were admitted to the school</p> <p>(6) Request Out: Requests to leave the school</p> <p>(7) Left: Of those requests to leave who actually left.</p>
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Document 6 - agenda item 5

**Report to Coventry School Admissions Forum
Friday 11 October 2013**

**Implementation of the In-Year Fair Access Protocol:
Operation of the Social Inclusion Placements Panel 2012/13**

1. Background.

1.1 Under the School Admissions Code all admission authorities and Admission Forums have been required to have an In-Year Fair Access Protocol in place since September 2007 (formerly referred to as "hard to place pupil protocol"). All schools and Academies are required to participate in their local authority area's protocol in order to ensure that unplaced children, especially the most vulnerable, are offered a place at a suitable school as quickly as possible. This includes admitting children above the published admission number to schools that are already full and ensures that all schools in an area admit their fair share of children with challenging behaviour, including children excluded from other schools.

1.2 This report is submitted in order that the School Admissions Forum can monitor the effectiveness of the Local Authority's Fair Access Protocols.

The forum should consider:

- how well the In-Year Fair Access protocol is working
- how quickly children are found places
- and the contribution every school/academy in the area is making.

2. Arrangements for 2012/13

2.1 The secondary headteachers have developed partnership arrangements based on the East and West Partnerships. These arrangements came into operation in September 2011 for the West Partnership and December 2011 for the East Partnership. The heads have worked collaboratively to support pupils in a variety of ways. These arrangements have covered the provision of day 6 full time education for fixed term exclusions over 5 days via a "partner school" arrangement, preventative places and partnership managed moves with a particular focus on key stage 3 pupils. The impact of this work is detailed within this report.

2.2 In 2012/13, at the request of secondary headteachers, the LA operated to a single number of pupils to be admitted to each school irrespective of category based on the formula detailed in paragraphs 3.3 – 3.4 below. Previously managed moves /permanent exclusions and supported transfers had been recorded separately against an equally split formula allocation.

3. Coventry's In-Year Fair Access Protocol

3.1 Coventry's Protocol covers two groups of children:

-Children who have been permanently excluded from school or who are at risk of permanent exclusion (managed transfers)

-Hard-to-place pupils.

3.2 The Fair Access Protocol has to include as a minimum the following children of compulsory school age who have a difficulty securing a school place:

- a) children from the criminal justice system or Pupil Referral Units who need to be reintegrated into mainstream education
- b) children who have been out of education for two months or more
- c) children of Gypsies, Roma, Travellers, refugees and asylum seekers
- d) children who are homeless
- e) children with unsupportive family backgrounds for whom a place has not been sought
- f) children who are carers: and
- g) children with special educational needs, disabilities or medical conditions (but without a statement).

In considering whether a pupil is hard-to-place there should be evidence of one or more of the following:

- Previous and recent permanent exclusion, a high number of fixed term exclusions or managed move/transfer
- Recent history of significant behaviour problems
- Recent history of offending
- Persistent and poor attendance, at least below 80%
- Lengthy periods of absence from education
- Mental health problems
- Significant social/emotional difficulties resulting from adverse home circumstances
- Parental concerns/ parents who are hard to engage.

3.3 The Local Authority uses a formula to determine the number of pupils in these categories each school will be expected to take. The formula takes account of the differing contexts and circumstances of schools, in particular the size of school, the degree of transience faced by the school and the relative deprivation of the school's population.

3.4 The table in appendix 1 sets out the numbers of managed transfers/permanent exclusions and hard to place pupils which schools were expected to admit during the academic year 2012/13. The formula is based on an overall total of 75 pupils.

4. Permanent exclusions / Managed transfers

4.1 During the academic year 2012/13 there were 16 permanent exclusions from the secondary schools/academies and 63 managed transfer requests. The number of managed transfer requests was slightly up on 2011/12 but over the last two academic years there has been a reduction particularly in key stage 3, which reflects the impact of the East and West Partnership arrangements.

In addition one child who lives in Coventry but who was permanently excluded from a school in another local authority was also placed / supported. Trends over the last six years are given below:

	Permanent exclusions	Managed transfers	TOTAL
2012/13	16	63	79
2011/12	20	52	72
2010/11	17	73	90
2009/10	19	70	89
2008/09	22	77	99
2007/08	10	94	104

Information on the above 79 pupils for 2012/13 is contained in appendix 2.

4.2 Pupils in key stage 3 normally spend a period of time at the Grange Extended Learning Centre (12 FTE places) or Wyken Extended Learning Centre (24 FTE places). Pupils living in the west of the city are normally placed at the Grange ELC and those in the east at Wyken ELC. 29 KS3 pupils were referred in 2012/13 (38 in 2011/12). The aim of the KS3 ELCs is to support pupils to return to another mainstream school. Pupils are reintegrated when appropriate and receive support from an outreach worker. 8 key stage 3 pupils returned to mainstream school from the ELCs in 2012/13 (16 in 2011/12).

4.3 Pupils in key stage 4 are all considered by the Social Inclusion Placements Panel to provide rigour to the decision making. This system was introduced in the Autumn Term 2008 to seek to reduce the number of pupils placed in KS 4 ELC provision /Individual Programmes. In 2012/13 the number of key stage 4 referrals increased - 50 were received compared with 34 in 2011/12. In 2012/13 7 key stage 4 pupils were allocated places in mainstream schools.

5. Hard to place pupils

5.1 The Social Inclusion Placements Panel meets on a monthly basis during the academic year. The panel is Chaired by the CLYP Business and Performance Manager and comprises four headteachers representatives (NE, NW, SE, SW) and senior officers from appropriate Local Authority Services. Heads attend 3 meetings on a rolling programme to support consistency in decision making.

5.2 118 cases were discussed across the 11 meetings which were held in 2012/13. Most cases were identified by the admissions team as potentially hard to place because of one or more of the issues outlined in paragraph 3.2 above. Other cases were referred by headteachers. Information on these pupils is contained in appendix 3. 67 pupils were confirmed as hard to place and were agreed as supported transfers into an alternative mainstream school (compared with 51 last year). Following changes 52 pupils actually transferred, 28 in key stage 3 and 24 in key stage 4.

5.3 Trends over the past five years are given below:

	Cases	Supported transfers	KS3	KS4	Standard admissions
2012/13	118	52	28	24	35
2011/12	91	42	23	19	21
2010/11	104	59	34	25	30
2009/10	90	35	24	11	21
2008/09	79	22	16	6	10

6. Overview

6.1 Appendix 4 gives an overview of all pupils admitted to Coventry Schools in 2012/13 through both the partnership and city wide arrangements.

7. Arrangements for 2013/14

7.1 A behaviour strategy group of officers and secondary headteachers meets on a regular basis to review/ develop these arrangements. The Fair Access Protocol is discussed and reviewed at full secondary heads meetings on at least an annual basis.

7.2 The secondary headteachers East and West Partnership systems continue to develop. From September 2013 key elements of the key stage 4 alternative provision are transferring to the area behaviour partnerships. These arrangements may further alter/reduce the casework going through the city wide system. The impact on the Social Inclusion Placements Panel and associated procedures will be kept under regular review and reported to the School Admissions Forum as appropriate.

7.3 Secondary Headteachers agreed that the formula for the 2013/14 academic year should remain the same following discussion at their meeting on 10 September 2013. It

was exceptionally agreed that two schools, Grace and The Westwood, would not have to admit any pupils through the formula in key stage 4.

Appendix 1.

2012/13 ADMISSION OF EXCLUDED PUPILS/PUPILS AT RISK OF EXCLUSION AND HARD TO PLACE PUPILS – BASED ON 75 PLACES

School	No on Roll (11 – 15) January 2012	In Year Admissions 2011/2012 as a percentage of total school roll	IDACI 2010 (Jan 12)	TOTAL admissions
Barrs Hill	635	11	0.389	2
Caludon Castle	1223	0	0.179	9
Coundon Court	1353	1	0.136	7
Ernesford Grange	582	6	0.383	2
Finham Park	1212	1	0.090	7
Foxford	889	3	0.339	3
Lyng Hall	573	12	0.381	2
Pres. Kennedy	1030	4	0.298	3
Sidney Stringer Academy	1042	4	0.448	3
Stoke Park	890	3	0.293	3
Tile Hill Wood	1008	4	0.222	3
The Westwood	536	4	0.261	2
Whitley Academy	717	2	0.344	3
Woodlands	736	2	0.205	3
Grace Academy	750	2	0.354	3
Bishop Ullathorne	777	2	0.257	3
Blue Coat CE	1063	0	0.221	9
Card. Newman RC	1046	2	0.241	4
Card. Wiseman RC	1102	3	0.341	3
	(17164)			74

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Hard to Place - Requests Out

School	School roll Jan 13	Term of panel hearing			Totals	% of school roll	Year Group					Panel decision						
		Autumn	Spring	Summer			7	8	9	10	11	Standard Admission	Supported transfer	Chace/Individual Programme	KS3 PRU	Other		
Barr's Hill	639	2	2	3	7	1.1%	1	1	2	3		4	3					
Caludon Castle	1229	3			3	0.2%		1	1	1	1	1	2					
Coundon Court	1370	2			2	0.1%	1				1	1	1					
Ernesford Grange	511	2	1	4	7	1.4%		3	2	2		3	4					
Finham Park	1211		1		1	0.1%					1							1
Foxford	865				0	0.0%												
Grace Academy	818	4		2	6	0.7%			3	2	1		5	1				
Lyng Hall	548	1	1		2	0.4%		1	1			2						
President Kennedy	989		3		3	0.3%	1			2		1	2					
Sidney Stringer	1055	1			1	0.1%	1						1					
Stoke Park	894		1	3	4	0.4%		1	2	1		2	2					
Tile Hill Wood	938		1	3	4	0.4%			2	2			4					
Whitley Academy	726	3		3	6	0.8%		1	1	3	1	1	4					1
The Woodlands	737	1	2		3	0.4%			2	1			3					
The Westwood School	519	1			1	0.2%					1		1					
Bishop Ullathorne RC	790	2		2	4	0.5%	1	2		1		1	3					
Blue Coat	1061				0	0.0%												
Cardinal Newman RC	1040		2		2	0.2%	1	1				1	1					
Cardinal Wiseman RC	1079	2	4	2	8	0.7%		1	5	2		2	6					
Out of City		27	14	6	47		4	5	11	16	11	11	23	9	3			1
Off School Roll		5	1	1	7		2	3			2	5	2					
ELC					0													
	17019	56	33	29	118	0.7%	12	20	32	37	17	35	67	10	3			3

Updated 08/08/2013

Hard to Place - Completed Requests (Receiving schools)

APPENDIX 3

School	School roll Jan 13	Term of panel hearing			Totals	% of school roll	Year Group					Entrance	
		Autumn	Spring	Summer			7	8	9	10	11	Standard Admission	Supported transfer
Barr's Hill	639	5	3	2	10	1.6%		4	3	1	2	7	3
Caludon Castle	1229	2	2	3	7	0.6%	1		2	4			7
Coundon Court	1370	1	5	3	9	0.7%		1	3	3	2	3	6
Ernesford Grange	511	2		1	3	0.6%		1	1	1		1	2
Finham Park	1211	1	3	1	5	0.4%		1	3	1		1	4
Foxford	865	4			4	0.5%		1	1	2		2	2
Grace Academy	818	1	1	2	4	0.5%			2	1	1	1	3
Lyng Hall	548	1		3	4	0.7%	1	1	1	1	2	2	2
President Kennedy	989	6	1		7	0.7%	3		1	2	1	3	4
Sidney Stringer	1055	3			3	0.3%			1	1	1	1	2
Stoke Park	894	1	1	1	3	0.3%	1	2		1		2	1
Tile Hill Wood	938	3	1	1	5	0.5%		2		3		3	2
Whitley Academy	726	2	1	2	5	0.7%		3		2		3	2
The Woodlands	737		1		1	0.1%	1					1	
The Westwood School	519	1	1		2	0.4%	1			1		1	1
Bishop Ullathorne RC	790	1	1		2	0.3%		1	1	1	1	2	4
Blue Coat	1061	3		1	4	0.4%	1		1	1	1	1	4
Cardinal Newman RC	1040			1	1	0.1%				1		1	1
Cardinal Wiseman RC	1079	4		1	5	0.5%	1	1	3			1	4
	17019	41	21	22	84	0.5%	10	17	23	26	8	32	52

Bold indicates Year group of supported transfer

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Managed Transfers and Exclusions in Secondary Schools 2012-2013 - IN

APPENDIX 4

CITY WIDE

School	Partnership	School roll Jan 13 (yr 7-11)	In year admissions 2012/13	Partnership preventative placements	Partnership managed transfers	Day 6 provision	CITY WIDE			Total in - partnership and city wide	Total in as % of school roll	Total in including admissions	As % of school roll
							Supported transfers	Managed moves/perm exclusions	SLA				
Blue Coat Academy	East	1061	22	3	0	1	4	1	9	9	0.85	31	2.92
Caludon Castle Academy	East	1229	22	3	0	2	7	0	9	12	0.98	34	2.77
Cardinal Wiseman RC	East	1079	45	6	0	4	4	0	3	14	1.30	59	5.47
Ernesford Grange	East	511	30	2	0	0	2	0	2	4	0.78	34	6.65
Foxford	East	865	39	4	0	1	2	0	3	7	0.81	46	5.32
Grace Academy	East	818	29	5	3	1	3	0	3	12	1.47	41	5.01
Lyng Hall	East	548	96	3	1	0	2	1	2	7	1.28	103	18.80
Stoke Park	East	894	32	4	1	2	1	2	3	10	1.12	42	4.70
Whitley Academy	East	726	22	4	0	0	2	0	3	6	0.83	28	3.86
East Partnership total		7731	337	34	5	11	27	4	37	81	1.05	418	5.41
Barr's Hill	West	639	99	4	1	3	3	2	2	13	2.03	112	17.53
Bishop Ullathorne RC	West	790	29	5	0	0	2	1	3	8	1.01	37	4.68
Cardinal Newman RC	West	1040	23	3	0	0	2	2	4	7	0.67	30	2.88
Coundon Court Academy	West	1370	38	7	0	0	6	0	7	13	0.95	51	3.72
Finham Park Academy	West	1211	18	1	0	1	4	0	7	6	0.50	24	1.98
President Kennedy	West	989	74	1	0	0	4	0	3	5	0.51	79	7.99
Sidney Stringer Academy	West	1055	42	6	1	3	2	1	3	13	1.23	55	5.21
The Westwood Academy	West	519	32	6	1	2	1	1	2	11	2.12	43	8.29
The Woodlands Academy	West	737	31	3	1	1	0	3	3	8	1.09	39	5.29
Tile Hill Wood Academy	West	938	42	1	0	0	2	1	3	4	0.43	46	4.90
West Partnership total		9288	428	37	4	10	26	11	37	88	0.95	516	5.56
CITY TOTAL		17019	765	71	9	21	53	15	74	169	0.99	934	5.49

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