

**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
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