



Office of the
Schools
Adjudicator

LOCAL AUTHORITY REPORT
TO
THE SCHOOLS ADJUDICATOR
FROM

Coventry City Council

30 JUNE 2011

Report Cleared by Colin Green

Director of Children, Learning and Young People

Date submitted 22 June 2011

By Sue Heawood

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SECTION 1

FOR THE ACADEMIC YEAR IN WHICH THE REPORT IS MADE - 2010 - 2011

Please complete using data/information for the period 1 September 2010 to date of report

NOTE: This template is designed to be filled in electronically – boxes can be expanded as necessary.

Fair Access Protocol

Code 4.9 a) (i) how well the Fair Access Protocol has worked and how many children have been admitted to each school in the area under the protocol;

NOTE: The Code at 3.44 requires (1) each local authority to have a Fair Access Protocol and (2) all schools and Academies to participate in their LA area's protocol

- a) Please confirm that the LA has a Fair Access Protocol that has been agreed with all the relevant schools in its area (relevant schools are all maintained schools and academies).

Tick as appropriate:

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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If NO please explain: : We do not have a formal FAP for primary schools as current admissions processes enable us to ensure access to school places quickly, whilst not requiring undersubscribed schools to admit a greater proportion of children with a recent history of challenging behaviour. These systems will be kept under review.

- b) Give your assessment of how well the Fair Access Protocol has worked since 1 September 2010. In particular in placing children, the co-operation of schools and Academies as well as any other issues you have had in implementing the protocol.

We have robust systems in place for pupils at risk of exclusion and the FAP has built upon this work. All 17 secondary schools and 2 Academies have co-operated in implementing the protocol and agreeing a service level agreement which identified the share of hard to place children to be admitted to schools and alternative provision. Whilst there have been disputes on decisions made in some individual cases, dialogue with headteachers takes place to resolve issues

- c) In Appendix A, please record for each school the number of children considered to be placed in (column O) and those actually placed in (column P) to the school under the protocol between 1 September 2010 and the date of this report.

Infant Class Sizes

Code 4.9 a) (ii) whether primary schools are complying with infant class size legislation

Are all Primary Schools in your area complying with infant class sizes?

Tick as appropriate:

Yes	√	No	
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If NO please comment and also include the number of schools where qualifying measures are being taken:

January census shows 5 schools with 31 pupils in key stage 1 classes but exemption from qualifying measures was listed in all cases.

Admission Appeals

Code 4.9 a) (iii) the number of admissions appeals held for each and every school in the area, and the number of appeals that were upheld.*

* Every school includes: community, voluntary controlled, voluntary aided, foundation, Academies, city technology colleges and city colleges for technology of the arts.

For the period 1 September 2010 to the date of this report please insert in Appendix A the following for each school:

- column Q - the number of appeals held;
- column R - the number of appeals upheld; and
- column S - the number of appeals pending from the date of this report.

Code 4.9 a) iv the extent to which the local authority and appeal panels in the area complied with the requirements of the Appeals Code, with reference to ensuring the timeliness and transparency of appeals, effective communications with parents and any other relevant matter.

NOTE: other appeals panels have a duty to provide you with information on appeals (Section 88Q of Schools Standards and Framework Act).

Has your independent appeals panel complied with the requirements of the Appeals Code?

Tick as appropriate:

Yes	√	No	
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If NO please explain including non-compliance and action taken:

Have all other appeals panels for own admission authority schools complied with the requirements of the Appeals Code?

Tick as appropriate:

Yes	√	No		Don't Know	
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If NO or Don't Know please highlight any issues raised and if you have been unable to obtain information:

The LA has provided an appeals service for those Trust Schools and Academies that have held appeals this year.

We have received confirmation from the diocese that all voluntary aided church schools have complied with the Appeals Code.

SECTION 2

FOR THE ACADEMIC YEAR WHICH STARTS AFTER THE REPORT IS MADE – 2011-2012:

Code 4.9 b) (i) the extent to which admission arrangements for schools in the authority's area serve the interests of children in care, children with disabilities, children with special educational needs and service children.

NOTE: You may wish to point out if specialist staff from within the Council has contributed to this report and highlight any problems that may have occurred.

Children in care: Looked after children are given the first priority in oversubscription criteria.

Children with disabilities: Children with Statements of SEN are allocated places before allocations are made. Other children with disabilities are allocated as part of the general admissions policy. All schools are aware

Children with Special Educational Needs: All children with Statements of SEN are allocated places before all allocations are made.

Service Children: No specific arrangements are in place other than following the requirements of the Admissions Code and SEN Code of Practice as we do not have significant numbers of service families.

Code 4.9 b) (ii) the effectiveness of co-ordination.

NOTE: You may wish to report on the authority's assessment of the effectiveness of any scheme for co-ordinating:

a) the admission of pupils to **LA schools** in September 2011

The co-ordination scheme for September 2011 has been effective

b) the admission of pupils in the authority's area to **other admission authority schools** in September 2011.

The co-ordination scheme for September 2011 has been effective

SECTION 3

FOR ADMISSION ARRANGEMENTS THAT HAVE BEEN DETERMINED IN THE APRIL IMMEDIATELY BEFORE THE DATE OF THE REPORT IS MADE (determined by 15 April 2011 for admission in September 2012):

Code 4.9 c) (i) a statement of whether or not admission arrangements for maintained schools in the area complied with the mandatory requirements of this Code and admissions law.

NOTE: All non-compliant admission arrangements must be corrected. All mandatory requirements can be changed by the admission authority. Any other non-compliant issues must be referred to the OSA.

Are you satisfied that the admission arrangements for all maintained schools in your area are fully compliant with the Code?

Tick as appropriate:

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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If YES please provide a statement to confirm this:
School Admissions Code compliance has been confirmed by the Legal Services Dept for all schools with the exception of one Trust school.

If NO, please specify what action you are taking: For the school in question we are working with the school and the School Admissions Forum to ensure compliance. If this is unsuccessful we will be lodging an objection with the Schools Adjudicator.

Using column T in Appendix A, please identify those schools that you have identified with problems now or which you have referred to the OSA, or may be referring to the OSA by the 31 July 2011.

SECTION 4

OTHER MATTERS:

Admission Forum

Code 4.9 d) (i) details about the current membership of the Admission Forum for the area

NOTE: Please list the bodies represented and the number of representatives in each category. Do **NOT** give the names of members.

Local authority – 3, VA schools – 1, Academy -1, Parent Governors – 1, Faith Groups – 2 (Catholic and Church of England diocese), Local Community -1, Others – 3 (Choice Adviser, representative from independent school appeals panel, SEN representative)

Is the Admission Forum writing a report?

Tick as appropriate:

Yes		No	√
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If YES is the report attached or has it been sent separately?

Tick as appropriate:

Attached		Separately	
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If separately please provide the date the report will or has been sent to the OSA?

DATE:

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Please confirm whether the Admission Forum has seen, or will see, a copy of this LA report.

Tick as appropriate:

Has seen		Will see	√
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Free School Meals

Code 4.9 d) (ii) the proportion of children currently on free school meals at each school in the area.

NOTE: The data provided by the Local Authority to the DCSF in January 2010 has been “cleaned” and is included in Appendix A.

If the data for 2011 is significantly different from 2010 please state how it differs.

In general data from January 2011 census is not significantly different. There are changes of note at 13 schools. 7 primary schools showed increases of 5-8% and 1 Academy increased by 6.5%. 4 primary schools showed decreases of 5-7% and 1 special school of 5.9%.

Using and interpreting the data, please comment on whether the allocation of school places meets parental preferences for those children on Free School Meals.

Parents on FSM are 0.2% more likely to get their 1st preference for primary school, and 2.5% less likely to get their 1st preference for secondary school than those parents not on FSM. Overall we would say that the allocation does meet parental preference.

Code 4.9 d) (iii) any other matters which affect the fairness of admission arrangements for schools in the area.

NOTE: Please identify any issues not covered elsewhere on this template.

Research was undertaken regarding school uniform requirements by the Coventry School Admissions Forum and the results were that all schools in the city were found to be working well in ensuring that uniform costs and availability did not create barriers to admission.

SECTION 5

OTHER ISSUES REQUESTED IN ADDITION THIS YEAR BY THE DEPARTMENT FOR EDUCATION.

Choice Advice

Please complete with reference to Choice Advice provided to parents applying for a secondary school place for the 2011/2012 school year.

Appendix 5 of the Code requires local authorities to provide an independent Choice Advice service that is focused on supporting the families who most need support in navigating the secondary school admissions process (paragraph 5). Choice Advice must be independent and free from any potential conflict of interest between the need of the local authority to allocate places and the advice that parents receive (paragraph 8). As a minimum, local authorities must ensure that Choice Advisers are not in the same management chain or reporting lines as the local authority's admissions staff (paragraph 9).

- a) Please confirm that your local authority has an independent Choice Advice service in place.

Tick as appropriate:

Yes	√	No	
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- b) Please explain how you ensure the independence of the Choice Advice provided (for example, the Choice Advice service may be situated in the Parent Partnership service or Family Information Service).

The Choice Adviser is based within the City Council (Education and Learning Service), under the same line management as Parent Partnership Service. He is able to provide impartial information on the admissions process and all schools in the local area and occasionally beyond (in liaison with other neighbouring Choice Advisers)

- b) Are your Choice Adviser(s) in the same line management chain or reporting lines as staff on the admissions team.

Tick as appropriate:

Yes		No	√
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Choice Advice must be targeted at those parents who most need support with the secondary school admissions process (paragraph 10). Local authorities and Choice Advisers should market their service to ensure that they reach the families most in need of their support and that other relevant agencies and professionals are aware of the service they provide (paragraph 11). Choice Advisers should be proactive in reaching 'hard to reach' parents and should develop good links with organisations that may be able to refer parents to them (paragraph 12).

- d) Please explain how you ensure Choice Advice reaches those parents who are most in need of it.

The Choice Adviser uses previous years' data to identify those schools/communities that have parents who fit into the "hard to reach" criteria, and engages them through home visits, school/community events. This is also done through liaison with other professionals and teams, such as Learning Mentors, LAC teams, Traveller Services, Multi-disciplinary Teams and Minority Group Support Services. They help identify parents who fit the hard-to-reach criteria, and can then be engaged through home visits, telephone conversations or pre-arranged meetings. There is also information and guidance provided in depth via the website, which should aid those more able parents and allow the Choice Adviser to concentrate on those parents that need most support

- e) Describe how Choice Advice has contributed to the fairness of the admissions process.

More parents in Coventry are fully aware of how the process works and the information available on individual schools, thanks to the outreach work that has been done by the Choice Adviser. However, whilst improving parents understanding of the system, there remains the difficulty of the reality of the allocation of school places and the issue of "preference"/"choice". There has also been a far more active role in supporting hard to reach parents through the appeals process

Local authorities may provide Choice Advice at the primary school admission stage and for in-year applications (paragraph 5).

- f) Choice Advice is offered at the primary admissions stage?

Tick as appropriate:

Yes	√	No	
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- g) Choice Advice is offered for in-year applications?

Tick as appropriate:

Yes	√	No	
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It is good practice for Choice Advisers to provide support during the appeals process, particularly to those parents who accessed Choice Advice at the application stage.

- h) The Choice Adviser provides support during the appeals process?

Tick as appropriate:

Yes	√	No	
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- i) If no, do you plan to provide support during the appeals process in future?

Tick as appropriate:

Yes		No	
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Transport

Admission authorities **must** explain clearly whether or not school transport will be available, and, if so, to which schools and at what cost (if any). Are details of the availability and cost of home to school travel and transport clearly set out in the composite prospectus?

Tick as appropriate:

Yes	<input checked="checked" type="checkbox"/>	No	<input type="checkbox"/>
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If No, please provide an explanation

SECTION 6

OTHER ISSUES REQUESTED IN ADDITION THIS YEAR BY DEPARTMENT.

6TH Forms

Paragraphs 1.42 to 1.45 of the Code provide guidance on applications for Year 12 and transfer from Year 11.

Do you have any 6th forms within your Authority?

Tick as appropriate:

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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If Yes, how Many?

19

Have you considered the admission arrangements for 6th forms in line with recommendations of the Code?

Tick as appropriate:

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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Are you going to take any further action with regard to these arrangements?

Tick as appropriate:

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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If Yes, please specify what action you are taking:

Aptitude

Paragraphs 2.78 to 2.82 provide guidance on partial selection by aptitude.

Do you have any schools which select pupils by aptitude for a subject?

Tick as appropriate:

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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If 'yes' how many?

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If yes, do you check the tests that these Schools use to ensure that they are compliant with law?

Tick as appropriate:

Yes		No	
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School Name	headcount of pupils	Number of pupils (used for FSM calculation)	number of pupils taking free school meals	% of pupils taking free school meals	number of pupils known to be eligible for free school meals	% of pupils known to be eligible for free school meals	Children considered to be placed under FAP	Children actually placed under FAP	Number of appeals held	Number of appeals upheld	Number of appeals pending	Admission Arrangements referred / may be referred to the OSA (Y/N)
Aldermans Green Community Primary School	285	286	81	28.3	105	36.7			2	2	0	N
Holyfast Primary School	335	333	13	3.9	13	3.9			8	8	2	N
Courthouse Green Primary School	455	456	116	25.4	134	29.4			6	4	1	N
Earlsdon Primary School	390	388	29	7.5	29	7.5			2	2	0	N
Edgewick Community Primary School	235	235	42	17.9	42	17.9			0	0	1	N
Gosford Park Primary School	410	408	126	30.9	149	36.5			0	0	3	N
Hearsall Community Primary School	300	301	41	13.6	47	15.6			3	3	0	N
Keresley Grange Primary School	300	301	25	8.3	30	10.0			2	2	0	N
Little Heath Primary School	190	191	78	40.8	91	47.6			4	2	0	N
Radford Primary School	215	216	74	34.3	82	38.0			3	0	2	N
St Christopher Primary School	455	454	39	8.6	40	8.8			0	0	0	N
Stanton Bridge Primary School	390	392	142	36.2	156	39.8			0	0	0	N
Whitley Abbey Primary School	185	185	39	21.1	39	21.1			2	2	1	N
Allesley Hall Primary School	185	185	15	8.1	19	10.3			0	0	0	N
Ernesford Grange Primary School	430	431	37	8.6	40	9.3			2	2	8	N
Potters Green Primary School	445	444	80	18.0	95	21.4			0	0	0	N
Allesley Primary School	355	354	20	5.6	22	6.2			2	2	2	N
Grangehurst Primary School	405	405	61	15.1	73	18.0			2	0	1	N
Grange Farm Primary School	215	213	8	3.8	8	3.8			9	3	1	N
Eastern Green Junior School	215	213	11	5.2	11	5.2			0	0	0	N
Park Hill Primary School	345	346	9	2.6	12	3.5			0	0	0	N
Cannon Park Primary School	190	189	26	13.8	32	16.9			0	0	2	N
Clifford Bridge Primary School	225	226	16	7.1	16	7.1			0	0	2	N
Sir Frank Whittle Primary School	195	197	72	36.5	88	44.7			0	0	0	N
Pearl Hyde Community Primary School	295	297	33	11.1	37	12.5			1	1	0	N
Sowe Valley Primary School	200	199	45	22.6	56	28.1			0	0	0	N
Joseph Cash Primary School	370	369	144	39.0	144	39.0			0	0	0	N
Whoberley Hall Primary School	175	177	27	15.3	27	15.3			1	1	0	N
Finham Primary School	465	467	22	4.7	22	4.7			17	9	2	N
Holbrook Primary School	445	446	115	25.8	123	27.6			9	5	0	N
Stoke Primary School	465	467	88	18.8	99	21.2			4	3	2	N
Coundon Primary School	490	491	25	5.1	31	6.3			2	1	0	N
Aldermoor Farm Primary School	360	358	168	46.9	184	51.4			3	3	0	N
Raversdale Primary School	470	470	33	7.0	43	9.1			6	3	2	N
Whitmore Park Primary School	645	647	95	14.7	102	15.8			2	1	0	N
Stivichall Primary School	530	530	13	2.5	13	2.5			10	4	1	N
Parkgate Primary School	670	670	157	23.4	182	27.2			4	3	0	N
John Gulson Primary School	570	568	122	21.5	142	25.0			16	4	0	N
Manor Park Primary School	615	613	57	9.3	67	10.9			14	14	4	N
Templars Primary School	490	491	116	23.6	116	23.6			0	0	0	N
Richard Lee Primary School	500	502	103	20.5	104	20.7			0	0	0	N
Hill Farm Primary School	525	525	111	21.1	139	26.5			2	2	0	N
Frederick Bird Primary School	690	691	250	36.2	271	39.2			6	2	0	N
Wyken Croft Primary School	700	701	69	9.8	69	9.8			7	3	7	N
Moseley Primary School	345	346	66	19.1	89	25.7			4	1	0	N
Broad Heath Community Primary School	315	317	116	36.6	127	40.1			3	0	1	N
Longford Park Primary School	240	242	71	29.3	71	29.3			10	4	7	N
John Shelton Community Primary School	235	234	83	35.5	84	35.9			3	3	0	N
Stoke Heath Primary School	335	334	80	24.0	98	29.3			5	3	1	N
Southfields Primary School	225	225	103	45.8	111	49.3			7	1	0	N
Mount Nod Primary School	315	315	13	4.1	19	6.0			0	0	0	N
Spon Gate Primary School	165	166	63	38.0	71	42.8			0	0	0	N
Henley Green Primary	245	243	102	42.0	116	47.7			0	0	0	N
Limbrick Wood Primary School	160	161	75	46.6	83	51.6			0	0	0	N
Moat House Primary School	310	308	139	45.1	164	53.2			2	0	0	N
Foleshill Church of England Primary School	305	307	87	28.3	97	31.6			1	1	1	N
Walsgrave Church of England Primary School	395	394	44	11.2	45	11.4			0	0	5	N
Stretton Church of England Primary School	145	144	60	41.7	65	45.1			0	0	0	N
All Saints Church of England Primary School	195	196	52	26.5	64	32.7			0	0	0	N
St Andrew's Church of England Infant School	170	170	8	4.7	10	5.9			0	0	0	N
St Mary and St Benedict Catholic Primary School	325	323	111	34.4	122	37.8			0	0	4	N
St John's Church of England Primary School	195	195	12	6.2	12	6.2			0	0	0	N
Leigh Church of England Primary School	160	161	52	32.3	68	42.2			0	0	0	N
St Bartholomew's Church of England Primary School	305	306	97	31.7	97	31.7			0	0	0	N
Christ The King Catholic Infants' School	230	232	11	4.7	11	4.7			0	0	0	N
Sacred Heart Catholic Primary School	310	309	50	16.2	51	16.5			0	0	0	N
St Elizabeth's Catholic Primary School, Foleshill	230	232	68	29.3	68	29.3			0	0	0	N
St Osburg's Catholic Primary School	220	219	59	26.9	60	27.4			0	0	0	N
Our Lady of the Assumption Catholic Primary School	215	214	65	30.4	68	31.8			0	0	0	N
St John Fisher Catholic Primary School	410	411	54	13.1	69	16.8			7	0	1	N
St Patrick's Catholic Primary School	200	200	80	40.0	85	42.5			0	0	0	N
St John Vianney Catholic Primary School	195	195	10	5.1	11	5.6			0	0	0	N
Good Shepherd Catholic School	250	251	47	18.7	64	25.5			0	0	0	N
St Peter and Paul Catholic Primary School	190	190	29	15.3	33	17.4			0	0	0	N
St Anne's Catholic Primary School	170	169	67	39.6	67	39.6			0	0	0	N
St Augustine's Catholic Primary School	275	276	46	16.7	60	21.7			0	0	0	N
St Gregory's Catholic Primary School	180	179	34	19.0	34	19.0			0	0	4	N
Christ The King Catholic Junior School	245	245	14	5.7	14	5.7			1	1	0	N
St Thomas More Catholic Primary School	445	443	39	8.8	40	9.0			1	1	0	N
All Souls Catholic Primary School	225	225	19	8.4	20	8.9			1	0	0	N
Corpus Christi Catholic School	245	245	59	24.1	67	27.3			0	0	6	N
Holy Family Catholic Primary School	465	467	50	10.7	50	10.7			0	0	1	N
Charter Primary School	175	177	64	36.2	81	45.8			0	0	0	N
Howes Community Primary School	245	246	33	13.4	36	14.6			0	0	0	N
Willenhall Community Primary School	370	371	157	42.3	189	50.9			0	0	0	N
Barr's Hill School and Community College	675	706	190	26.9	270	38.2	2	2	2	2	0	N
Stoke Park School and Community Technology College	1085	1095	167	15.3	241	22.0	2	2	10	4	0	N
Coundon Court School and Community College	1650	1689	90	5.3	106	6.3	3	3	11	7	22	N
The Woodlands School	750	881	90	10.2	115	13.1	2	1	0	0	0	N
Caludon Castle School	1525	1561	133	8.5	144	9.2	4	2	48	16	8	N
Foxford School and Community Arts College	950	1000	215	21.5	247	24.7	2	2	5	2	2	N
Lyng Hall School	610	649	138	21.3	216	33.3	1	1	0	0	0	N
Tile Hill Wood School and Language College	1095	1268	141	11.1	177	14.0	0	0	2	2	0	N
President Kennedy School and Community College	1330	1385	223	16.1	287	20.7	3	2	0	0	0	N
Finham Park School	1465	1492	59	4.0	77	5.2	1	1	14	8	28	N
Sidney Stringer School - Specialising in Mathematics and Com	1205	1233	361	29.3	505	41.0	2	1	26	8	9	N
Ernesford Grange Community School A Specialist Science Coll	780	815	181	22.2	240	29.4	2	1	0	0	0	N
The Westwood School - A Technology College	550	594	98	16.5	133	22.4	1	1	0	0	0	N
Whitley Abbey Business and Enterprise College	720	769	164	21.3	213	27.7	2	1	10	10	8	Y
Bishop Ullathorne Catholic School	825	858	88	10.3	120	14.0	2	2	0	0	0	N
Cardinal Newman Catholic School A Specialist Arts and Comm	1230	1271	124	9.8	166	13.1	3	3	0	0	0	N
Cardinal Wiseman Catholic School and Language College	1345	1382	204	14.8	271	19.6	2	0	0	0	0	N
The Coventry Blue Coat Church of England School and Music	1370	1388	113	8.1	113	8.1	3	3	59	6	49	N
Grace Academy Coventry	710	730	177	24.2	176	24.1	3	2	0	0	0	N