



Report of the Cabinet Member for Education Improvement, Learning & Skills

Extraordinary Council – 2 March 2021

Admission Arrangements 2022-2023

| | |
|------------------------------------|---|
| Purpose: | To determine the admission arrangements for maintained schools for the academic year 2022-2023 |
| Policy Framework: | The Admission Arrangements to Schools Policy. |
| Consultation: | Education; Legal; Finance; all headteachers and governing bodies including voluntary aided schools; neighbouring admission authorities; the Admissions Forum. |
| Recommendation(s): | <ol style="list-style-type: none">1. The proposed admission arrangements for 2022-2023 for Nursery as set out in Appendix A are approved.2. The proposed admission arrangements for 2022-2023 for Reception as set out in Appendix B are approved.3. The proposed admission arrangements for 2022-2023 for Year 7 as set out in Appendix C are approved.4. The proposed admission arrangements for 2022-2023 for in-year transfers as set out in Appendix D are approved.5. The proposed admission arrangements/criteria for entry for 2022-2023 for sixth forms set in Appendix E are approved.6. The Schedule of Events for primary and secondary at Appendix F is approved.7. The admission numbers for primary and secondary schools are noted, as set out in Appendix G. |
| Report Author: | Melissa Taylor |
| Finance Officer: | Chris Davies |
| Legal Officer: | Stephanie Williams |
| Access to Services Officer: | Rhian Millar |

1. Introduction

- 1.1 By virtue of Section 89 of the School Standards and Framework Act (1998) the local authority is responsible for determining the admission arrangements for County maintained schools. In accordance with the Education (Determinations of Admission Arrangements) (Wales) Regulations 2006 the Council has a duty to review the Admissions to Schools Policy and to consult governing bodies of voluntary aided schools on their admission arrangements.
- 1.2 The Welsh Government in July 2013 issued the School Admissions Code and the School Admission Appeals Code in December 2013. The School Admissions Code applies to arrangements made for the 2022-2023 academic year and covers admissions to primary and secondary schools.
- 1.3 Copies of the proposed admission arrangements for nursery classes are attached at Appendix A.
- 1.4 Copies of the proposed admission arrangements for primary schools are attached at Appendix B.
- 1.5 Copies of the proposed admission arrangements for secondary schools are attached at Appendix C
- 1.6 Copies of the proposed admission arrangements for in year transfers are attached at Appendix D.
- 1.7 Copies of the proposed admission arrangements and criteria for entry for sixth forms are attached at Appendix E.
- 1.8 The proposed 'Schedule of Events' for Reception (primary school) and Year 7 (secondary school) year of entry admission process is shown at Appendix F.
- 1.9 The admission numbers (ANs) for primary and secondary schools are shown at Appendix G.

2. Admission limits

The local authority (LA) is the admitting authority for all community schools (schools funded and maintained entirely by LAs). Requests for admission to Voluntary Aided schools - Church schools (e.g. Roman Catholic, Church in Wales schools) are administered and determined by the admission criteria set by the Governing Body of that school. Voluntary Aided schools are responsible for determining their own admission arrangements.

2.1 Primary

The capacity of each primary school, including its nursery classes, has been calculated using the Welsh Government formula and from this an admission number (AN) has been set. The admission numbers for primary schools are shown in Appendix G. All schools must admit up to their AN in the year of entry (i.e.

Reception) in primary schools. In the year of entry, and in all other year groups, a child will be refused a place by the local authority (LA) once the AN is reached.

- 2.2 The School Standards and Framework Act 1998, The School Admissions (Infant Class Sizes) (Wales) Regulations 2013, restricts infant class sizes to a maximum of 30 (i.e. Reception, Year 1 and Year 2). Welsh Government has also introduced a recommended limit of 30 for key stage 2 class sizes.

2.3 Secondary

The ANs shown at Appendix G are the limits for each year group. Schools should not exceed their AN in the year of entry (i.e. Year 7 for secondary admissions) or in any other year group.

2.4 Primary and secondary

There is no guarantee of a catchment place at a school if the admission number (AN) has been reached, even if parents living within the catchment area of a school apply for a place before the published deadline (for Year 7 and Reception admissions). There is also no guarantee of a catchment place for applicants applying outside of the normal admission round (i.e. late applications for Reception and Year 7 admissions or in-year transfer requests), even if the pupil resides or moves into the catchment area.

2.5 In-year transfers

Availability of places is determined by reference to the school's admission number (AN). A child will be refused a place once the admission number has been reached. ANs shown at Appendix G are the limits for each year group. Schools should not exceed their AN in the year of entry (i.e. Reception for primary admissions and Year 7 for secondary admissions), or in any other year group. Also, for primary school admissions, the School Standards and Framework Act 1998, The School Admissions (Infant Class Sizes) (Wales) Regulations 2013, restricts infant class sizes to a maximum of 30 (i.e. Reception, Year 1 and Year 2), and Welsh Government introduced a recommended limit of 30 for key stage 2 class sizes.

2.6 Sixth forms

Criteria for entry and admission arrangements for sixth forms, including admission limits, are outlined in Appendix E. For schools with a sixth form, admission numbers will be the same for Years 12 and 13 as they are for Years 7 to 11.

3. **Admissions criteria**

- 3.1 The Education (Admission of Looked After Children) (Wales) Regulations 2009 places a duty on admission authorities in Wales to admit children looked after by a local authority in Wales where an application for admission is made, even if the AN has been reached. Should an admission authority wish to refuse an admission application for a looked after child then they must refer the matter to the Welsh Ministers within seven days of receiving the application for decision. The decision of the Welsh Ministers is binding. Previously looked after children (looked after

children who cease to be so because they were adopted or became subject to a residence order, or special guardianship order immediately following having been looked after), are also included in this criteria under the Welsh Government's School Admissions Code.

- 3.2 Pupils with a Statement of Special Educational Needs will be included and accounted for when places are allocated and schools are informed of this (with the exception of pupils allocated a place at within a Special Teaching Facility).

3.3 Oversubscription

Where more applications are received for a particular school than there are places available, places will be awarded using the oversubscription criteria set out in the admission arrangements (see Appendices A, B, C and D).

4. Results of the Consultation

- 4.1 Response 1 - Response 1 was from the Chair of Governors at Oystermouth Primary School who commented:

Proposed admission arrangements for 2022/23 are acceptable.

- 4.2 Response 2 - Response 2 was from YGG Llwynderw who commented:

The proposed admission arrangements for 2022/23 are acceptable with our governing body.

5. Admission Forum

- 5.1 The admission forum has a role in ensuring a fair admissions system that does not disadvantage one child compared with another, and is straightforward and easy for parents to understand. Admission forums are responsible for monitoring compliance with the School Admissions Code. Membership of the forum includes:-

Local Authority representatives (Members and officers)
Headteacher representatives for secondary schools (English and Welsh Medium)
Headteacher representatives for primary schools (English and Welsh Medium)
Governor representatives
Diocesan representative
Voluntary Aided schools representatives (primary and secondary)

- 5.2 The Admission Arrangements 2022-2023 were considered by members of the Forum on 3rd November 2020. Feedback was positive and points raised clarified, along with some minor amendments made to the document. The forum agreed to the arrangements as amended and for the document to be subject to wider consultation. The two positive comments received as part of the wider consultation process were provided to Forum members on 29th January 2021, along with a request to confirm their agreement and recommendation that the Admission Arrangements 2022-2023 be further endorsed in their current format.

6. Equality and Engagement Implications

6.1 The Council is subject to the Public Sector Equality Duty (Wales) and must, in the exercise of their functions, have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Act.
- Advance equality of opportunity between people who share a protected characteristic and those who do not.
- Foster good relations between people who share a protected characteristic and those who do not.

6.2 Our Equality Impact Assessment (EIA) process ensures that we have paid due regard to the above.

6.3 An EIA screening has been undertaken and it has been determined that the initiative is not relevant for a full EIA report.

6.4 Once set, the admission arrangements apply to all and take account of all protected characteristics to ensure that all applications for a school place are treated equally.

6.5 A full consultation process was completed as is required by Section 89 of the School Standards and Framework Act 1998 and Regulation 4 of the Education (Determination of Admission Arrangements) (Wales) Regulations 2006. The findings of the consultation are reported in this report.

7. Financial implications

7.1 Whilst there are no immediate financial implications arising from this report, acceptance of this policy could result in additional expenditure at a future time. Acceptance of the policy does not mean that additional resources will be made available and it should be assumed that future spending needs will need to be contained within existing budget provision and have full and due regard to the budget principles set out in 'Sustainable Swansea – Fit for the Future' and the likely levels of future budgets having due regard to the budget and medium term financial plan.

8. Legal implications

8.1 Section 89 of the School Standards and Framework Act 1998 and Regulation 4 of the Education (Determination of Admission Arrangements) (Wales) Regulations 2006 require Admission Authorities to consult and determine school admission arrangements annually. The Regulations set requirements for consultation and determinations of admission arrangements. The Welsh Government has issued guidance circular 'Measuring the Capacity of Schools in Wales', which sets out methodology for local authorities to follow when determining their admission arrangements. There is also a requirement to consider the guidelines contained in the Welsh Government School Admissions Code.

8.2 The Additional Learning Needs and Education Tribunal (Wales) Bill was passed by the National Assembly for Wales on 12 December 2017 and became an Act

on 24 January 2018 after receiving Royal Assent. The Act replaces the terms 'special educational needs' (SEN) and 'learning difficulties and/or disabilities' (LDD) with the new term ALN. Once the Act is fully implemented and the ALN Code and guidance has been published by Welsh Government, the terms relating to special educational needs in the admissions arrangements will need to be updated.

Background papers:

Education (Determination of Admission Arrangements) (Wales) Regulations 2006
Welsh Government (WG) guidance 'Measuring the Capacity of Schools in Wales'.
School Admissions Code, School Admission Appeals Code WG July 2013 and December 2013.

Supporting document

EIA Screening Form

Appendices:

Appendix A - Admission Arrangements 2022-2023 Nursery

Appendix B - Admission Arrangements 2022-2023 Reception

Appendix C - Admission Arrangements 2022-2023 Year 7

Appendix D - Admission Arrangements for 2022-2023 In Year Transfers

Appendix E - Admission Arrangements/Criteria for Entry 2022-2023 Sixth Forms

Appendix F - Schedule of Events (Reception and Year 7)

Appendix G - Admission Numbers for Primary and Secondary Schools