

# Southend-on-Sea Borough Council

Report of Corporate Director Children & Learning  
to

**Cabinet and all Members of the Council**

on

**15<sup>th</sup> March 2011**

Report prepared by: David Jarvis (Pupil Access Manager)

Agenda  
Item No.

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**School Admission Arrangements 2012-13**  
**Children & Lifelong Learning Scrutiny Committee**  
**– Executive Councillor: Councillor Hadley**  
***A Part 1 Public Agenda Item***

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**1. Purpose of Report**

- 1.1 To seek the approval of Cabinet to the proposed school admission arrangements for community schools for the September 2012 round of admissions.

**2. Recommendation**

- 2.1 That the admission numbers and admission criteria for community schools for September 2012, as set out in Appendices 1, 2 and 3, be agreed.**

- 2.2 That no changes be made to the catchment areas for community primary schools or Shoeburyness High School (Appendices 4 and 5).**

**3. Background**

- 3.1 The School Admissions Code requires consultation on various aspects of admission arrangements which are admissions numbers, admission criteria and catchment areas.
- 3.2 The draft admission arrangements for community schools were agreed in a report to Cabinet on 2<sup>nd</sup> November 2010 and were issued for consultation in January and February 2011.
- 3.3 Outcomes of the consultation were considered by the Admissions Forum at their meeting on 1<sup>st</sup> March 2011. The Admissions Forum agreed to recommend to Cabinet that the admission arrangements as outlined in this report be formally determined, which has to be done by 15<sup>th</sup> April 2011.
- 3.4 The Local Authority undertook the consultation on behalf of academies, foundation and voluntary aided school as well as community schools. The outcomes of the consultation in relation to academies, foundation and voluntary aided schools have been provided directly to the Governing Bodies of those

schools, as they are the admission authorities. Decisions in this report only relate to the admission arrangements for community schools.

#### **4. Admission numbers**

- 4.1 The admission numbers for September 2012 for community school are shown in Appendix 1. The only change from September 2011 is the proposed reduction in the admission limit from 60 to 30 per year for Hinguar Primary School, which is in line with recent admissions to the school and the proposed initial size of the new building.
- 4.2 At its meeting on 2<sup>nd</sup> November 2010, Cabinet agreed the proposed admission limits for community schools for the September 2012 round of admissions, subject to consultation. Concerns were expressed at the Children & Lifelong Learning Scrutiny Committee on 22<sup>nd</sup> November 2010 in relation to Porters Grange Primary School and it was agreed to visit the school. Nine members of the Committee plus Cllr Hadley did so on 13<sup>th</sup> December 2010.
- 4.3 On 31<sup>st</sup> January 2011 the Children & Lifelong Learning Scrutiny Committee discussed the visit to Porters Grange Primary School and agreed to support the proposal that the admission limit for the school be set at 90 for the September 2012 round of admissions. This was on the proposal that the admission number for September 2011, although initially set at 90, would, on the basis of parental preferences, be held at 60.
- 4.4 There were no other responses to the consultation and the admission numbers for September 2012 in Appendix 1 are recommended for approval.

#### **5. Admission criteria**

- 5.1 In relation to the admission criteria for community primary schools and Shoeburyness High School there were no responses to the consultation.
- 5.2 The admission criteria for community primary schools and for Shoeburyness High School for September 2012 are shown in Appendix 2 and 3 and are recommended for approval.

#### **6. Catchment areas**

- 6.1 There were no responses in relation to catchment areas and the existing areas shown in appendices 4 and 5 are recommended for approval. It should also be noted that there are no changes being proposed for academies, foundation and voluntary aided schools.

#### **7. Options**

- 7.1 Whilst there can be changes to the details, the Council is required by the School Admissions Code to agree admission arrangements for community schools by 15<sup>th</sup> April 2011.

## **8. Reasons for Recommendations**

8.1 The recommendations have been consulted on and agreed by the Admissions Forum at their meeting on 1<sup>st</sup> March 2011.

## **9. Corporate Implications**

9.1 Contribution to Council's Vision & Corporate Priorities - Improving public satisfaction is a critical priority for the Council. It is anticipated that the admission arrangements will allow parental preference to be largely met.

9.2 Financial Implications - There are no financial implications.

9.3 Legal Implications - The Council needs to ensure that admission arrangements comply with the School Admissions Code.

9.4 People Implications - None envisaged.

9.5 Property Implications – None envisaged.

9.6 Consultation - As detailed in the report the proposals have been subject to consultation with schools and other bodies.

9.7 Equalities and Diversity Implications - The admission arrangements and co-ordinated admissions schemes meet the requirements of the School Admissions Code.

9.8 Risk Assessment – Admissions arrangements need to conform to the School Admissions Code to avoid a referral to the Schools Adjudicator.

9.9 Value for Money - There are no value for money implications.

9.10 Community Safety Implications – None envisaged.

9.11 Environmental Impact - It is anticipated that the admission arrangements will allow parental preference for local schools to be largely met which should reduce the need for some car journeys to school.

## **10. Background Papers**

10.1 School Admissions Code – January 2010.

10.2 Admissions Forum 14<sup>th</sup> October 2010 and 1<sup>st</sup> March 2011 – “Admission arrangements for schools”.

10.3 Cabinet 2<sup>nd</sup> November 2010 - School Admissions – Academic year 2012/13.

10.4 Children & Lifelong Learning Scrutiny Committee 22<sup>nd</sup> November 2010 – Porters Grange Primary School.

10.5 Children & Lifelong Learning Scrutiny Committee 31<sup>st</sup> January 2011 - Porters Grange Primary School.

11. **Appendices**

11.1 **Appendix 1** – Proposed admission numbers for community schools for 2012/13.

11.2 **Appendix 2** – Proposed admission criteria for community primary schools for 2012/13.

11.3 **Appendix 3** - Proposed admission criteria for Shoeburyness High School for 2012/13.

11.4 **Appendix 4** – Catchment area map for primary schools.

11.5 **Appendix 5** - Catchment area map for secondary schools.

**Proposed admission numbers for community primary and secondary schools for September 2012**

| <b>Community Primary Schools</b>        | <b>Proposed admission limit for 2012/13</b> |
|---|---|
| Barons Court Primary School & Nursery   | 30  |
| Blenheim Primary School, School Way     | 90  |
| Bournemouth Park Primary School         | 90  |
| Bournes Green Infant School             | 60  |
| Bournes Green Junior School             | 66  |
| Chalkwell Hall Infant School            | 105   |
| Chalkwell Hall Junior School            | 105   |
| Darlinghurst Primary & Nursery School   | 90  |
| Earls Hall Infant School                | 90  |
| Earls Hall Junior School                | 90  |
| Edwards Hall Primary School             | 60  |
| Fairways Primary School                 | 60  |
| Friars Primary School & Nursery         | 60  |
| Hamstel Infant School                   | 120   |
| Hamstel Junior School                   | 120   |
| Heycroft Primary School                 | 60  |
| Hinguar Community Primary School        | 30  |
| Leigh Infant School                     | 90  |
| Leigh North Street Junior               | 90  |
| Porters Grange Primary School & Nursery | 90  |
| Richmond Primary School                 | 60  |
| Temple Sutton Primary School            | 120   |
| Thorpe Greenways Infant School          | 120   |
| Thorpe Greenways Junior School          | 120   |
| West Leigh Infant School                | 120   |
| West Leigh Junior School                | 128   |
|   |   |
| <b>Community Secondary Schools</b>      |   |
| Shoeburyness High School                | 280   |

**The proposed oversubscription criteria for community primary schools for September 2012****1. Community Primary schools (except Leigh Infant & Leigh North Street Junior Schools)**

For community primary schools the admissions policy is that, if at the closing date for applications, there are not enough places for all those who have expressed a wish to have their child admitted to a particular school, places will be allocated using the following criteria:

**a) Reception intake:**

1. Pupils in public care
2. Pupils who live in the catchment area served by the school and who have an older sibling attending the school or attending the “partner” junior school
3. Pupils who live in the catchment area served by the school
4. Pupils who live outside the catchment area served by the school and who have an older sibling attending the school or attending the “partner” junior school
5. Pupils who live outside the catchment area served by the school

**b) Junior school intake:**

Priority will be given to those pupils currently attending the “partner” infant school. Provided that the number of pupils in year 2 of the infant school does not exceed the admission limit of the junior school they will all be guaranteed a place. If places remain unfilled the following criteria will be used, in priority order to allocate places up to the annual admission limit of the junior school.

1. Pupils in public care;
2. Pupils who live in the catchment area served by the school and who have an older sibling attending the school;
3. Pupils who live in the catchment area served by the school;
4. Pupils who live outside the catchment area served by the school and who have an older sibling attending the school;
5. Pupils who live outside the catchment area served by the school;

**2. Leigh Infant and Leigh North Street Junior Schools.****a) Reception intake:**

1. Pupils in public care;
2. Pupils who live in the catchment area served by the school and who have an older sibling attending the school or attending Leigh North Street Junior School;
3. Pupils who live in the catchment area served by the school;
4. Pupils who live outside the catchment served by the school and who have an older sibling attending Leigh Infant School or Leigh North Street Junior School;
5. Pupils who live in the catchment area of West Leigh Infant and Junior Schools;

6. Pupils who live outside the catchment served by the school or outside the West Leigh Infant and Junior Schools catchment area

**b) Junior school intake:**

Priority will be given to those pupils currently attending Leigh infant school. Provided that the number of pupils in year 2 of the Leigh Infant school does not exceed the admission limit of Leigh North Street Junior school they will all be guaranteed a place. If places remain unfilled the following criteria will be used, in priority order to allocate places up to the annual admission limit of the Leigh North Street Junior school.

1. Pupils in public care;
2. Pupils who live in the catchment area served by the school and who have an older sibling attending the school;
3. Pupils who live in the catchment area served by the school;
4. Pupils who live outside the catchment area served by the school and who have an older sibling attending the school;
5. Pupils who live in the catchment area of West Leigh Infant and Junior Schools;
6. Pupils who live outside the catchment served by the school or outside the West Leigh Infant and Junior Schools catchment area.

**3. General criteria for all community primary schools.**

- 3.1 Pupils with Statements of Special Educational Needs that name a particular school are required to be admitted and the admission authority does not have the right to refuse admission.
- 3.2 In the case of over subscription in any one category “straight line” distance will be used to measure the distance between the pupil’s home (including flats) and the nearest pupil entrance to the school. Distances will be measured using the Local Authority’s computerised measuring system. The pupils living closest will be given priority.
- 3.3 All admissions criteria for pupils applying to start the Reception year and year 3 (in a separate Junior school) refer to the closing date for admission applications. For all other applications the criteria will refer to the date the application is received by the Council.
- 3.4 Siblings are considered to be an older brother or sister, half-brother or half-sister, step-brother or step-sister, adopted brother or sister, living at the same address, who attends the school at the time of application with a reasonable expectation that he or she will still be attending at the time of the proposed admission.
- 3.5 In the exceptional situation where one twin or one or two triplets are refused a place, in order to keep family members together the additional pupil(s) will be admitted even if this results in the admission limit for the year group being exceeded. This arrangement will apply to admission into Key stage 2 year groups only (years 3-6). In view of the requirement to restrict the sizes of Key stage 1 groups (years Reception, 1 & 2) similar arrangements cannot apply. In this

situation parents will be asked which child should be offered the place. Parents will also be advised of schools that will be able to admit all of the children.

- 3.6 If it is not possible to offer the child a place at any community school, details of the appeals process will be forwarded to the parent by the Pupil Access Team.



**The proposed oversubscription criteria for Shoeburyness High School for September 2012**

**1. Year 7 Admissions**

1.1 The admissions policy is that, if at the closing date for applications, there are not enough places for all those who have expressed a wish to have their child admitted to the school, places will be allocated using the following criteria:

1. Up to 28 pupils granted preferential admission on the basis of their performance in the selection test procedure organised by the Consortium of Selective Schools in Essex.
2. Pupils in public care
3. Pupils who live in the catchment area served by the school and who have an older sibling attending the school.
4. Pupils who live in the catchment area served by the school.
5. Pupils who live outside the catchment area served by the school and who have an older sibling attending the school.
6. Pupils who live outside the catchment area served by the school.

1.2 Where the number of pupils seeking a selective place exceeds the number of places available, provided that the pupil has met the required pass mark, a pupil in public care will be considered ahead of any other pupil.

1.3 Pupils with Statements of Special Educational Needs that name the school are required to be admitted and the admission authority does not have the right to refuse admission.

1.4 In the case of over subscription in any one category “straight line” distance will be used to measure the distance between the pupil’s home and the nearest pupil entrance to the school. The pupils living closest will be given priority.

1.5 All admission criteria for pupils applying for the start of year 7 refer to the closing date for admission applications. For all other applications the criteria will refer to the date the application is received by the Council.

1.6 In accordance with the School Admissions Code, if the school is over subscribed any application received after the identified closing date will be slotted into the waiting list in the appropriate position (according to the admissions criteria) once the initial offers of places have been made.

1.7 Siblings are considered to be an older brother or sister, half-brother or half-sister, step-brother or step-sister, adopted brother or sister, living at the same address, who attends the school at the time of application with a reasonable expectation that he or she will still be attending at the time of the proposed admission.

1.8 In the exceptional situation where one twin or one or two triplets are refused a place, in order to keep family members together the additional pupil(s) will be

admitted even if this results in the admission limit for the year group being exceeded.

## **2. 6<sup>th</sup> Form admissions**

- 2.1 Prospective sixth form students are encouraged to visit the school prior to the autumn term. Application details, including a prospectus, can be obtained from the school office. To be sure of applications being given the best chance of being successful, students should aim to get their completed application form to the school office by the end of February. However, it may be possible to consider later applications.
- 2.2 Priority is given to students who have previously attended Shoeburyness High School. However, each year the school is pleased to welcome a number of students who have previously studied elsewhere.
- 2.3 Prospective sixth form students will be invited to visit the school to view the facilities and to discuss the curriculum offer with the Director of Post 16 Education. It is expected that students attend a meeting to assess their suitability for the courses they intend to study
- 2.4 Up to an extra 100 students can be accepted into each year of the sixth form from other schools, in addition to those students already attending Year 11 in this school who achieve the sixth form course entry requirements.
- 2.5 The entry requirements for level 2 courses is at least 2 D grades at GCSE. Places on AS courses can, subject to availability, normally be offered to applicants who meet the minimum course requirements. The entry requirement for AS courses is usually 5 A\*-C grades at GCSE, including English and Maths, with a B grade, or better, in the subjects chosen or in a related discipline.
- 2.6 Should there be more candidates of the required level than places, selections will be based on GCSE performance with priority being given to Children in Public Care. Progression onto the second year (A2) course is dependent on successful completion and passing of two or more AS levels.

### **Arrangements for appeals**

- 2.7 If it is not possible to offer the child a place at the school, details of the appeals process will be forwarded to the parent by the Pupil Access Team.