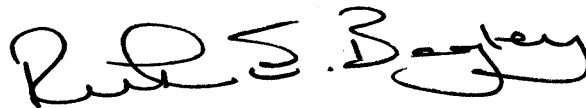


Date of issue: Friday 7<sup>th</sup> May, 2010

<b>MEETING</b>	<b>ADMISSIONS FORUM</b>
<b>DATE AND TIME:</b>	TUESDAY, 18TH MAY, 2010 AT 4.30 PM
<b>VENUE:</b>	MAYOR'S CONFERENCE ROOM, TOWN HALL, BATH ROAD, SLOUGH
<b>DEMOCRATIC SERVICES OFFICER: (for all enquiries)</b>	CLAIRE GRAY 01753 875120

NOTICE OF MEETING

You are requested to attend the above Meeting at the time and date indicated to deal with the business set out in the following agenda.



**RUTH BAGLEY**  
Chief Executive

**NOTE TO MEMBERS**

This meeting is an approved duty for the payment of travel expenses.

**AGENDA**

**PART 1**

<b><u>AGENDA ITEM</u></b>	<b><u>REPORT TITLE</u></b>	<b><u>PAGE</u></b>	<b><u>WARD</u></b>
1.	Apologies for Absence		
2.	Minutes of the Meeting held on 3rd March 2010	1 - 4	

**AGENDA**  
**ITEM**

**REPORT TITLE**

**PAGE**

**WARD**

- |    |                                  |       |  |
|----|----------------------------------|-------|--|
| 3. | Slough Grammar Admissions Policy | 5 - 6 |  |
| 4. | Primary Admissions 2010          | 7 - 8 |  |
| 5. | Local Authority Report           |       |  |
| 6. | Any Other Business               |       |  |

Press and Public

You are welcome to attend this meeting which is open to the press and public, as an observer. You will however be asked to leave before the Committee considers any items in the Part II agenda. Special facilities may be made available for disabled or non-English speaking persons. Please contact the Democratic Services Officer shown above for further details.

**Admissions Forum – Meeting held on Wednesday, 3rd March, 2010.**

**Present:-**

**Community and Voluntary Controlled Schools**

Gill Bodman

**Voluntary Aided**

Theresa Haggart

John McAteer

**Foundation Schools**

Maureen Ball

**Parent Governor Representatives**

Mohammed Din

**Local Education Authority**

Councillor Pantelic (Chair)

**Officers Present**

Tony Brown, Head of Schools Services,

Lynda Bussley, JTUC

Ian Sandbrook, Interim Strategic Director of Education and Children's Services

**PART 1**

**16. Minutes of the meeting held on 16th September, 2009**

The minutes of the meeting held on 16<sup>th</sup> September, 2009 were approved as a correct record subject to the inclusion of Lynda Bussley on the list of those present.

**17. Admissions Forum Membership**

The Forum was advised that nominations had been sought from faith groups and would be followed up accordingly. Further work was also required with regard to the Parent and Community Representative positions, as no nominations had been forthcoming thus far. The importance of filling the existing vacancies was emphasised and it was subsequently agreed that an update report be presented to the Forum at its next meeting.

**18. Admissions Arrangements for 2011/12**

The Head of Schools Services briefly outlined the admissions arrangements for 2011/12 and informed the meeting that, except for St Anthony's RC Primary and Cippenham Junior, there were no proposed changes to the

admission policies for 2011. The Forum was advised that 'Children in Care' was not the upper most category for the admissions criteria for St Anthony's RC primary school.

**Resolved** – That the Admissions Arrangements for 2011/12 be noted.

## **19. Fair Access Protocols**

The Head of Schools Services outlined both the Primary and Secondary Fair Access and Manage Transfer Protocols, revised as of February, 2010, following the provision of new guidance in the 2009 School Admissions Code. Priority would continue to be given to hard to place pupils over others on waiting lists and hard to place pupils could still be admitted where the school was full. However, as far as possible, no schools should take a disproportionate number of challenging pupils. The new guidance identified a long list of pupils that would be considered as hard to place. However, due to the need to prioritise funding for pupils, it was proposed that the categories currently in operation as detailed below would still be used: -

- a) Pupils with a history of fixed term exclusions
- b) Pupils that have been permanently excluded
- c) Pupils attending alternative education requiring reintegration to mainstream provision
- d) Pupils at the SEN school action plus stage of social emotional and behavioural difficulties.

Pupils who did not fall into these categories would be admitted following normal admission procedures by Slough schools. A member of the Forum suggested that an additional category be added for those children who had never accessed formal education of any kind, as it could be expensive to meet the needs of such pupils. A query was raised regarding whether additional funding for refugees or asylum seekers was currently available. The Head of Schools Services advised that schools receive funding for all new pupils but that the hard to place funding was in addition to this. The interim Director of Education and Children Services advised that it could be beneficial to add a discretionary category to provoke debate and scrutiny of support needs.

Several amendments to the wording of the protocol were suggested by members of the Forum and it was agreed that the Primary and Secondary Protocols be made consistent with each other, except where differences in process dictated otherwise. In particular, it was noted that different procedures were in place for the co-ordination of admissions. A query was raised regarding the arrangements for the September Primary Admissions and the Head of Schools Services advised that a pack detailing these procedures had been sent previously to all primary headteachers. A Member queried whether there were any continuing concerns regarding the September arrangements and the forum was advised that several schools were not confident about the process for September. This was particularly so for voluntary aided schools which would struggle within the timeframes set out to

gather the necessary evidence in line with their admissions criteria. Following this discussion it was agreed that further briefings for primary heads would be held to examine these issues further.

**Resolved: -**

1. That the following amendments be made:
  - That an additional category be added to the hard to place protocol to include pupils who had never accessed formal education.
  - That a criterion be included regarding the level of a pupils support needs to ensure that debate is provoked regarding the merits of each case (i.e. demonstrably extreme support needs)
  - That the word 'vary' be replaced with 'scaled' under the heading 'mechanism for placement of these pupils'
  - That the word 'transfer' be replaced with 'exclusion' under the heading '*managed transfers*'.
  - That the wording of the Fair Access Protocols and the Secondary Fair Access Protocols be made to be consistent with each other.
2. That further discussion and consultation be held with the Primary School headteachers regarding the changes to the co-ordination of admissions for September 2010.

**20. Secondary Admissions September 2010 (Verbal Update)**

A verbal update by the Head of Schools Services was made to the Forum regarding the allocation of secondary school places for September 2010. The meeting was advised that offers were sent to all parents on 1<sup>st</sup> March 2010. The number of applications from Slough residents was 1582 compared to 1599 for the previous year. The number of preferences for Slough schools had decreased compared to the last three years and preferences for out of borough schools had increased slightly. This had resulted in a slightly reduced pressure upon Slough schools. All 1582 parents who were resident in Slough and who had applied for a place had received an offer. The proportion receiving their first preference, 43%, was low by national standards, however, it was recognised that Slough was a fully selective area and that parents could use their first preference to apply to a grammar school. If the selective schools were removed, the success rate for first preferences was 82%. Overall, 92% received an offer at one of their preferred schools. A member of the Forum queried whether Slough schools were offered for Slough residents where requested. The meeting was advised that 131 parents were offered places at schools that were not one of their preferred schools. Some of these places would have been at schools outside the borough such as Churchmead, Desborough and Cox Green. The meeting was advised that primary school offers would be sent out at the end of March

## **Admissions Forum - 03.03.10**

and it was agreed that a review of primary allocations would be presented to the Forum at its next meeting.

### **21. Any Other Business**

It was agreed that the next meeting be held on Tuesday 18<sup>th</sup> May, 2010 at 4.30pm.

Chair

(Note: The Meeting opened at 4.35 pm and closed at 5.20 pm)

**Slough Grammar School Admissions Policy 2011-2012**

1. The school's planned admission number for September 2011 is 145.
2. As a Grammar School, the school is not required to fill all the places if pupils do not meet the admissions criteria. Pupils will be admitted to the school at the age of 11 by reference to their ability and aptitude, which will be determined by their performance in entrance examinations consisting of Verbal Reasoning, Non Verbal Reasoning tests set by GL Assessment (formerly known as National Foundation for Educational Research).
3. The procedure for application and testing will be published by the School each year.
4. The required minimum score in the tests to be eligible for a place is 111.
5. Section 324 of the Education Act 1996 requires the school to admit a child with a Statement of Special Education Needs which names the school. In cases where pupils have written evidence of special educational needs (from a recognised professional in an appropriate discipline) the governors may take account of the pupil's circumstances in deciding; (i) the appropriate arrangements to be made to enable such pupils to take the test and; (ii) whether to offer the pupil a place should they have failed to reach 111 on the entrance examination. In all such cases, the school will seek to make arrangements in conjunction with the Local Authority.
6. Where the number of pupils gaining 111 or more in the tests exceeds the number of places available, places will be allocated according to the following oversubscription criteria in this order of priority.
  - (i) Looked After Children who have reached the required standard.
  - (ii) Pupils with special educational needs (where written evidence is supplied from a recognised authority specialising in the particular needs of the pupil) who have or in the view of Governors should have reached the required standard.
  - (iii) The next 100 Pupils in rank order of performance in the tests
  - (iv) Proximity to the school. Nearest first, measured 'as the crow flies' from the main entrance of the school to the front door of the child's home address (house or flat), using Slough's Geographical Information System (GIS), with those closer to the school receiving higher priority.
7. In the event of one or more eligible pupils being tied for the final place or places at the school, priority will be decided by proximity to the school, nearest first, measured 'as the crow flies' from the main entrance of the school to the front door of the child's home address (house or flat), using Slough's Geographical Information System (GIS), with those closer to the school receiving higher priority. The 'home address' is defined as the address where the child is normally resident. Where there is shared custody of the child or the child lives at more than one address in any given week, it is the address of the parent or carer who receives child benefit for that child.

In the event of a tie between two or more children with equal proximity to the school, lots will be drawn.
8. Admissions after the initial year of entry will depend upon the availability of a place and suitability of the pupil for a grammar school education as determined by admission tests. This includes admission to the Sixth Form where the relevant admission test will be performance in GCSE examination or NARIC verified equivalent.
9. In relation to the Sixth Form, All applicants must meet the entry requirements specified by the school for their preferred courses. The planned admission number for Year 12 for applicants who are not existing pupils is 150. There are a variety of Sixth Form courses on offer, each with different entry requirements. Full details of these are published annually in the Sixth Form Prospectus and the school website. Applicants should contact the school for further information. A supportive school report in the form of a letter from the current Headteacher will be required.
10. The school will establish arrangements for appeals against non-admission, which will be independent of the School and will follow the School Admission Appeals Code 2009.
11. Details of admissions and appeals arrangements will be published by the school every year.

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## **Primary Admissions September 2010**

### **Applications & Offers**

Slough received 1948 applications for September 2010 compared to 1855 for September 2009 and 1711 the previous year. There were 1917 places available for September 2010, including 90 at the new school on the Lea site. Between the closing date for applications and the date offer letters are sent out there is a drop in the number of applications following checks by the Admissions Team to ensure all applicants still require places. Some accept places in other boroughs, leave Slough or make other arrangements. By offer day all remaining applicants were offered a place. This stage of the process will become simpler next year once full cross border co-ordination is implemented.

### **Accepting Offers**

Applicants have until the 9<sup>th</sup> April to accept or decline offers made. Some places will be released but there will also be some new applications from new arrivals. The number of both will be monitored closely by the Admissions Team. Parents who were offered the new school on the Lea site are being re-assured by the Admissions Team about the investment being made and most so far seem to be accepting the places offered.

### **Preference Data**

The table below shows the number of 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> preference applications received by each school and how many of each was offered places. Around 92% were offered one of their preferences compared to just over 90% last year.

Tony Browne  
Head of School Services  
8<sup>th</sup> April 2010

School	PAN	Applications			Places Allocated			Diverts
		1 <sup>st</sup> Pref	2 <sup>nd</sup> Pref	3 <sup>rd</sup> Pref	1 <sup>st</sup> Pref	2 <sup>nd</sup> Pref	3 <sup>rd</sup> Pref	
Castleview	60	118	101	59	60	0	0	
Cippenham Infants	90	124	91	35	86	4	0	
Cippenham Junior	60	11	47	40	11	14	2	33
Claycots	90	103	30	31	86	4	0	
Colnbrook	30	28	8	3	28	0	0	2
Foxborough	60	49	17	30	49	2	2	7
Godolphin infants	90	85	78	33	78	8	4	
Holy family	60	73	33	30	60	0	0	
IQRA	90	137	43	34	87	2	1	
James Elliman	90	100	64	42	79	9	2	
Khalsa	60	68	15	20	58	2	0	
Lynch Hill	90	69	42	27	69	14	7	
Marish	90	75	61	50	75	7	5	3
Montem	90	83	16	36	76	5	9	
OLOP	90	103	58	27	85	5	0	
Parlaunt	90	59	47	31	59	19	9	3
Penwood	60	61	35	32	55	4	1	
Pippins	27	27	10	7	27	0	0	
Priory	90	94	53	44	81	8	1	
Ryvers	60	76	85	59	56	2	2	
St Anthony's	60	78	32	22	60	0	0	
St Ethelberts	60	64	47	37	58	1	1	
St Mary's	60	91	90	52	52	5	3	
Western House	90	95	85	64	79	11	0	
Wexham Court	90	77	82	32	74	11	5	
The New School	90							90
Totals	1917	1948	1270	877	1588	137	54	138