

Birmingham City Council

Report to Cabinet

8th February 2022



Subject: ADMISSION ARRANGEMENTS AND PUBLISHED
ADMISSION NUMBERS FOR COMMUNITY AND VOLUNTARY
CONTROLLED SCHOOLS AND THE LOCAL AUTHORITY
CO-ORDINATED SCHEME 2023/2024

Report of: Sue Harrison, Director for Children's Services/Executive
Director of Education and Skills

Relevant Cabinet Member(s): Cllr Jayne Francis - Education, Skills and Culture
Cllr Sharon Thompson - Vulnerable Children and Families

Relevant O&S Chair(s): Cllr Narinder Kaur Kooner – Education and Children's Social
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| Are specific wards affected? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No – All wards affected |
| If yes, name(s) of ward(s): | | |
| Is this a key decision? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| If relevant, add Forward Plan Reference: 009699/2022 | | |
| Is the decision eligible for call-in? | <input checked="" type="checkbox"/> Yes | <input type="checkbox"/> No |
| Does the report contain confidential or exempt information? | <input type="checkbox"/> Yes | <input checked="" type="checkbox"/> No |
| If relevant, provide exempt information paragraph number or reason if confidential: | | |

1 Executive Summary

- 1.1 All admission authorities, of which Birmingham City Council is one, are required to set ('determine') admission arrangements annually by 28 February. The arrangements so determined will apply to the next-but-one academic year (i.e. arrangements determined on 28 February 2022 will apply to the academic year 2023/24). Where changes are proposed to admission arrangements, the admission authority must first publicly consult on those arrangements by 31 January each year. If no changes are made to admission arrangements, they must be consulted on at least every seven years. The Local Authority is also required to determine, on an annual basis, a Co-ordinated Admissions Scheme which is to apply to the next-but-one academic year, and to inform the Secretary of State that such a scheme has been adopted by no later than 28 February each year. Where substantial changes are proposed to the Co-ordinated Scheme from that adopted from the previous academic year, the Local Authority must consult the other admission authorities in the area.
- 1.2 Substantial changes are not proposed to the Co-ordinated Scheme for 2023/2024.
- 1.3 The decision to consult on the local authority's admission arrangements was due to the proposed changes to the Published Admission Numbers of eight schools (other related changes are minor).
- 1.4 The purpose of this document is to report the outcome of the consultation on the proposed admission arrangements, including Published Admission Numbers, for community and voluntary controlled schools for the academic year 2023/2024; agree the admission arrangements for community and voluntary controlled schools, including Published Admission Numbers, as detailed in **Appendix 1A** and **Appendix 1B** respectively; and agree the proposed Co-ordinated Scheme for admissions to schools (**Appendix 2**) for the academic year 2023/2024.

2 Recommendations

- 2.1 That Cabinet approves the:
 - 2.1.1 Proposed admission arrangements, including Published Admission Numbers, for community and voluntary controlled schools for the academic year 2023/2024, as set out in **Appendices 1A** and **1B**.
 - 2.1.2 Proposed scheme for co-ordinated admissions to schools for the academic year 2023/2024, as set out in **Appendix 2**.

3 Background

- 3.1 Admission authorities must set (determine) admission arrangements annually. Where changes are proposed to admission arrangements, it is a statutory requirement that the admission authority must first publicly consult on those arrangements. The proposed admission arrangements for community and voluntary controlled schools include the criteria by which school places are allocated when a school receives more applications than places.

- 3.2 The Local Authority is also required to determine, on an annual basis, a Co-ordinated Admissions Scheme which is to apply to the next-but-one academic year, and to inform the Secretary of State that such a scheme has been adopted by no later than 28 February each year. Where substantial changes are proposed to the Co-ordinated Scheme from that adopted from the previous academic year, the local authority must consult the other admission authorities in the area.
- 3.3 The Co-ordinated Admissions Scheme includes key dates for co-ordinating admissions with other admission authorities for the normal secondary transfers, entry to reception class, year 2-3 and year 14-19 rounds, as well as appeals and waiting list arrangements.
- 3.4 All admission authorities, aside from those for 14-19 schools/University Technical Colleges, who are able to opt out, must participate in co-ordination and provide the local authority with the information it needs to co-ordinate admissions by the dates agreed within the scheme.
- 3.5 The number of pupils admitted to resource bases is not included in a school's overall Published Admission Number (PAN). Resource bases are units at mainstream schools with specially resourced provision (staff and facilities) to support children with an Education, Health and Care Plan (EHCP).
- 3.6 After a significant period of growth, the primary sector is experiencing a reduction in pupil numbers due to both falling birth rates and change to migration patterns. The Council published a Surplus Places position paper and accompanying presentation in May 2021 which reflects the projected reduction in school places and the need to adjust supply accordingly. We are working with individual schools in relevant geographical areas to control supply and provide sustainable solutions. Work is now being undertaken to formalise a Surplus Places Strategy alongside an update to the School Place Planning Requirements 2018/19 to 2024/25. Primary and Secondary forums have been updated accordingly.
- 3.7 The consultation process was focused on the proposal to reduce the PAN of seven community and voluntary controlled schools and to increase the PAN of one community school for September 2023. Following consultation results, it is now recommended that the PANs for Anderton Park Primary School, Ladypool Primary School and Paganel Primary School should all remain at 60 for September 2023, (and not be reduced by 30 for Anderton Park and Ladypool, or 15 for Paganel, as originally proposed). Responses to the consultation and continued detailed discussions with the schools have led us to recommend that the above schools retain their existing PANs for the 2023-24 admission arrangements. The work with schools is ongoing and due process will be followed if changes to PAN are required following the determination. We will continue to keep under review the position of surplus places in the two related Primary Pupil Planning Areas, Sparkbrook (Anderton Park and Ladypool) and Bartley Green (Paganel). The Surplus Places Paper May 2021 (see Appendix 5) provides further detail on our approach to managing surplus places across the city and related risks. We continue to review projections which will inform the proposed PANs for community and voluntary controlled schools for entry in September 2024. The table below confirms the proposed reduction in PAN for four schools and the increase in PAN by five places at Bordesley Green Girls' School and Sixth Form.

| DfE | School Name | Phase | Type | Intake | PAN 2022 | PAN 2023 | Change | Comments |
|------|--|-----------|------------------|-----------|----------|----------|--------|--|
| 2010 | Adderley Primary School | Primary | Community School | Reception | 90 | 60 | -30 | Proposed reduction as a result of surplus places |
| 2296 | Glenmead Primary School | Primary | Community School | Reception | 60 | 30 | -30 | Proposed reduction as a result of surplus places |
| 2087 | Grendon Primary School | Primary | Community School | Reception | 60 | 30 | -30 | Proposed reduction as a result of surplus places |
| 2149 | Paget Primary School | Primary | Community School | Reception | 60 | 45 | -15 | Proposed reduction as a result of surplus places |
| 4115 | Bordesley Green Girls' School & Sixth Form | Secondary | Community School | Yr 7 | 120 | 125 | 5 | Additional places to support local demand |

4 Timeline for consultation and determining admission arrangements and the Local Authority Co-ordinated Scheme

4.1 6th December 2021 – 24th January 2022

Consultation on proposed admission arrangements, including PANs for community and voluntary controlled schools, was published on the Council's website, www.birmingham.gov.uk/schooladmissions, and comments made at www.birminghambeheard.org.uk

4.2 28th February 2022

Admission arrangements, including PANs for community and voluntary controlled schools and the Local Authority Co-ordinated Scheme, must be formally agreed (determined) by this date.

4.3 15th March 2022

Admission arrangements, including PANs for community and voluntary controlled schools, as well as all own authority schools in Birmingham and the Local Authority Co-ordinated Scheme, will be published on the Council's website: www.birmingham.gov.uk/schooladmissions.

5 Options considered and recommended proposal

- 5.1 It is not a viable option for the Council to not determine the relevant school admission arrangements or a co-ordinated scheme. To comply with the Local Authority's duties to determine primary and secondary admission numbers and admission arrangements, and to have a single scheme for co-ordinating admissions to schools for 2023/24, it is proposed that Cabinet approves the admission arrangements including PANs for community and voluntary controlled schools for the academic year 2023/2024 (September 2023 entry) as set out in **Appendices 1A and 1B**, and approves the Scheme for Co-ordinated Admissions to schools for the academic year 2023/2024, as set out in **Appendix 2**.

5.2 The admission arrangements are proposed after due consideration of all related consultation feedback. The approval of these arrangements and the Co-ordinated Scheme will support the Corporate Plan, particularly outcome 2, 'Birmingham is an aspirational city to grow up in', and its related priorities:

- 'We will improve protection of vulnerable children and young people.'
- 'We will work with Early Years and schools to improve educational attainment and standards.'
- 'We will inspire our children and young people to be ambitious and achieve their full potential.'

6 Consultation

6.1 Consultation should include those who have an interest in the decisions recommended. To this end, consultation on the proposed admission arrangements (including admission numbers) and proposed Local Authority Co-ordinated Scheme for the September 2023 intake took place from 6th December 2021 to 24th January 2022 with the following stakeholders:

6.1.1 External

- Governing bodies of community and voluntary controlled primary and secondary schools in Birmingham.
- Governing bodies of academies, voluntary aided and foundation primary and secondary schools (admission authorities) in Birmingham.
- Neighbouring local authorities (admission authorities that share a boundary with Birmingham).
- An email was sent to all Birmingham schools asking them to include in their newsletters details of where parents could view the proposed admission arrangements.
- An email was sent to all Birmingham nurseries.
- Information regarding the consultation was included on the School Noticeboard on 2nd December 2021.
- The consultation was published on the Birmingham City Council website to ensure all Birmingham residents and parents of all children aged between 2 and 18 had the opportunity to contribute to it.
- Consultation with the religious bodies representing schools of a religious denomination took place via email.
- The consultation was published on the Be-Heard website. Consultation was based on the proposed admission arrangements for community and voluntary controlled schools (**Appendix 1A**), including

the proposed Published Admission Numbers set out in **Appendix 1B**.

- The five schools whose PANs are proposed to change have been consulted on the proposed reductions or increases in their respective Published Admission Numbers.

6.1.2 Internal

- An email was sent to all Councillors on 6 December 2021 inviting comments on the proposed admission arrangements and the proposed Local Authority Co-ordinated Scheme.
- Senior Council Officers from Special Educational Needs Assessment and Review (SENAR), School Organisation, Early Years, Alternative Provision, SENDIASS, Access 2 Education and Birmingham Children's Trust were consulted.

6.2 The consultation outcome on Birmingham Local Authority's Proposed Admission Arrangements, including proposed Published Admission Numbers for community and voluntary controlled schools and the Local Authority Co-ordinated Scheme for 2023/24 (see **Appendix 3**), is identified below:

- 6.2.1 Eight consultation responses were received. Respondents can potentially respond to one or more areas of the consultation.
- 6.2.2 One respondent identified that they were submitting a consultation response in respect of the proposed admission arrangements but made no subsequent comments. The response was considered and did not result in any changes to the proposed admission arrangements or Co-ordinated Scheme.
- 6.2.3 One respondent accidentally replied to the wrong consultation, as they intended to respond to a consultation from St Thomas More Catholic Primary School in respect of a proposed reduction in PAN.
- 6.2.4 Five consultation responses were received in respect to wanting to maintain the PAN at Anderton Park Primary School. In response to the consultation feedback and conversations with the school directly as indicated above in section 3.7, we are not progressing the reduction in PAN for this school.
- 6.2.5 It was initially proposed to alter the PAN for eight community and voluntary controlled schools, but as detailed above in section 3.7, it is proposed to alter the PAN for only five schools.
- 6.2.6 The consultation also included proposed changes to the voluntary controlled schools with regards to adding a supplementary information form. Following one response from the Birmingham Diocesan Board of Education, it is now proposed to use a supplementary information as consulted, but with amended wording.
- 6.2.7 The results of the consultation are in **Appendix 3** and can be viewed online at [Local authority consultation responses](#).

7 Risk Management

- 7.1 The Council is legally required to determine the admission arrangements for community and voluntary controlled schools, to determine a co-ordinated scheme which explains the co-ordination of arrangements for all publicly funded schools in the Birmingham area, and to consult as appropriate.
- 7.2 The approach outlined in this report is designed to ensure that the Council meets its related statutory requirements.
- 7.3 The proposed decrease in the Published Admission Numbers of the listed schools (see **Appendix 1B**) supports the Council in meeting its statutory requirements to provide sufficient school places.

8 Compliance Issues:

8.1 How are the recommended decisions consistent with the City Council's priorities, plans and strategies?

- 8.1.1 The determining of the admission arrangements and the Local Authority Co-ordinated Scheme for 2023/2024 will support the Council Plan 2019 – 2023, particularly outcome 2, 'Birmingham is an aspirational city to grow up in', and its related priorities: -

- 'We will improve protection of vulnerable children and young people.'
- 'We will work with Early Years and schools to improve educational attainment and standards.'
- 'We will inspire our children and young people to be ambitious and achieve their full potential.'

8.2 Legal Implications

- 8.2.1 The Council has duties under Part III of the School Standards and Framework Act 1998, in particular sections 88C and 88M, the School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012, the statutory School Admissions Code, September 2021, and statutory School Admissions Appeals Code, February 2012, to determine the admission arrangements for maintained schools for which the authority is the admission authority, and to formulate a qualifying scheme for co-ordinating the arrangements for the admission of pupils to maintained schools and academies in the authority's area.

9 Financial Implications

- 9.1 The direct costs associated with managing these admission arrangements are funded from the School Admissions, Attendance, Exclusions and Pupil Tracking Service budget, Directorate for Education and Skills. Revenue costs associated with pupil places in schools are funded directly from the Dedicated Schools Grant.

10 Procurement Implications (if required)

10.1 There are no direct procurement issues.

11 Human Resources Implications (if required)

11.1 There are sufficient officers in place in Schools Admissions and Fair Access Team to ensure that the proposals set out in this Cabinet report can be successfully delivered. There are no other human resources implications resulting from this report.

12 Public Sector Equality Duty

12.1 The Local Authority has a statutory duty to co-ordinate centrally the admission arrangements of all schools in its area. The admission arrangements for community and voluntary controlled schools aim to provide for equality of access by parents and their children. The authority's admission criteria do not disadvantage particular social groups or those with special educational needs. The initial Equality Impact Assessment (**Appendix 4**) has been reviewed and updated (December 2021) and the need for a full assessment was not indicated. There is no anticipated adverse impact on those individuals with protected characteristics. The admission arrangements and Co-ordinated Scheme are designed to ensure a fair and transparent system for school admissions and consider the needs of vulnerable groups including children with Education, Health and Care Plans and Looked After and Previously Looked After Children.

12.2 The Equality Impact Assessment will ensure the service monitors actions including: managers monitoring the use of the comments, compliments and complaints process taking particular account of equality and diversity; managers to monitor the number of preferences not received and the number of unrealistic preferences submitted.

13 Appendices

1A Proposed Admission Arrangements for Community and Voluntary Controlled Schools September 2023-24.

1B Proposed Published Admission Numbers for Community and Voluntary Controlled Schools September 2023-24.

2 Proposed Scheme for Co-ordinated Admissions to Schools September 2023-24.

3 Consultation Responses.

4 Equality Impact Assessment (EQUA462) – 3rd December 2021.

5 Surplus Places Paper – May 2021.

14 Background Documents

- School Standards and Framework Act 1998.

- School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012.
- School Admissions Code statutory guidance issued by DfE – September 2021.
- School Admission Appeals Code statutory guidance issued by the DfE – February 2012.
- Birmingham's School Place Planning Requirements 2018/19 to 2024/25.
- Proposed Admission Arrangements and Published Admission Numbers for Community and Voluntary Controlled Schools consultation responses

