

# Birmingham City Council

## Report to Cabinet

14<sup>th</sup> February 2023



**Subject:** **ADMISSION ARRANGEMENTS AND PUBLISHED  
ADMISSION NUMBERS FOR MAINTAINED AND  
VOLUNTARY CONTROLLED SCHOOLS AND THE  
LOCAL AUTHORITY CO-ORDINATED SCHEME  
2024/2025**

**Report of:** **Sue Harrison, Director Children and Families**

**Relevant Cabinet  
Member:** **Cllr Karen McCarthy – Children Young People and  
Families**

**Relevant O&S Chair(s):** **TBC**

**Report author:** **Lisa Fraser AD - Education and Early Years,  
Education and Skills**

**Tel: 0121 675 8521 / MS Teams**

**Email: [lisa.fraser@birmingham.gov.uk](mailto:lisa.fraser@birmingham.gov.uk)**

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: 010921/2023		
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, state which appendix is exempt, and 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 2023 will apply to the academic year 2024/25). 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 2024/2025.
- 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 fifteen 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 maintained schools (also referred to as community schools) and voluntary controlled schools for the academic year 2024/2025; agree the admission arrangements for maintained 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 2024/2025.

## **2 Recommendations**

- 2.1 That Cabinet approves the:
  - 2.1.1 Proposed admission arrangements, including Published Admission Numbers, for maintained and voluntary controlled schools for the academic year 2024/2025, as set out in **Appendices 1A** and **1B**.

- 2.1.2 Proposed scheme for co-ordinated admissions to schools for the academic year 2024/2025, 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 maintained (also referred to as community schools) 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 The consultation process included the proposals to reduce the PAN of fourteen maintained and voluntary controlled schools and to increase the PAN of one maintained school for September 2024. Following the consultation with schools and governing bodies, the table below confirms the recommended reductions at seven primary schools and one secondary school and increases at one secondary school. Feedback received from schools regarding a proposed reduction has focused on the implications of reductions to PAN including any impact on staffing or finances in light of forecast falling roll. In addition, and in line with conversations happening with admission authorities across the city, a

number of academy schools and Voluntary Aided schools are also seeking to reduce their PAN through the relevant decision maker.

DfE	School Name	Phase	Type	Intake	PAN 2023	PAN 2024	Change	Comments
2435	Benson Maintained School	Primary	Maintained School	Reception	60	45	-15	Proposed reduction as a result of forecast local surplus places.
2079	George Dixon Primary School	Primary	Maintained School	Reception	60	30	-30	Proposed reduction as a result of forecast local surplus places
2441	Kingsthorpe Primary School	Primary	Maintained School	Reception	60	45	-15	Proposed reduction as a result of forecast local surplus places
2189	Ladypool Primary School	Primary	Maintained School	Reception	60	30	-30	Proposed reduction as a result of forecast local surplus places
2150	Park Hill Primary School	Primary	Maintained School	Reception	60	30	-30	Proposed reduction as a result of forecast local surplus places
2183	St Benedict's Primary School	Primary	Maintained School	Reception	60	30	-30	Proposed reduction as a result of forecast local surplus places
2246	The Meadows Primary School	Primary	Maintained School	Reception	90	60	-30	Proposed reduction as a result of forecast local surplus places
4063	Kings Heath Boys	Secondary	Maintained School	Year 7	120	168	+48	Additional places to support local demand as part of ongoing expansion programme.
4193	Whealers Lane Technology College	Secondary	Maintained School	Year 7	134	130	-4	Return to original PAN as a result of building constraints.

- 4 Timeline for consultation and determining admission arrangements and the Local Authority Co-ordinated Scheme**
- 4.1 5<sup>th</sup> December 2022 - 23<sup>rd</sup> January 2023 Consultation on proposed admission arrangements, including PANs for maintained and voluntary controlled schools, was published on the Council's website: [www.schooladmissions@birmingham.gov.uk](mailto:www.schooladmissions@birmingham.gov.uk) and comments can be made at Birmingham BeHeard: [www.birminghambeheard.org.uk](http://www.birminghambeheard.org.uk)
- 4.2 **28th February 2023:** Admission arrangements, including PANs for maintained and voluntary controlled schools and the Local Authority Co-ordinated Scheme, must be formally agreed (determined) by this date.
- 4.3 **15<sup>th</sup> March 2023:** Admission arrangements, including PANs for maintained 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](http://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 2024/2025, it is proposed that Cabinet approves the admission arrangements including PANs for maintained and voluntary controlled schools for the academic year 2024/2025 (September 2024 entry) as set out in **Appendices 1A and 1B**, and approves the Scheme for Co-ordinated Admissions to schools for the academic year 2024/2025, 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**
- 5.2.1 External
- Governing bodies of maintained 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 Birmingham nurseries.
- Information regarding the consultation was included on the School Noticeboard on 1<sup>st</sup> December 2022.
- Information regarding the consultation was published on Birmingham City Council's social media sites (Twitter, Facebook and Linked In) on 5 December 2022.
- 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 'BeHeard' website. Consultation was based on the proposed admission arrangements for maintained and voluntary controlled schools (**Appendix 1A**), including the proposed Published Admission Numbers set out in **Appendix 1B**.
- The fifteen schools whose PANs are proposed to change have been consulted on the proposed reductions or increases in their respective Published Admission Numbers.

#### 5.2.2 Internal

- An email was sent to all Councillors on 1 December 2022 inviting comments on the on the proposed admission arrangements for maintained and voluntary controlled schools including the proposed Published Admission Numbers.
- 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.

#### 5.2.3 Four consultation responses were received during the consultation. Respondents

could have potentially responded to one or more areas of the consultation.

- 5.2.4 The first respondent was in relation to the proposed reduction in the published admission number at Summerfield Primary School from someone claiming to work at the school. The response was: 'The proposed admission number will have no impact upon the staffing levels but will impact the revenue the pupils bring into school which will impact the school as a whole'.
- 5.2.5 The second respondent was in relation to a different consultation taking place so was submitted in error and is therefore not relevant.
- 5.2.6 The third respondent was from a parent that was happy with the sibling priority. The response was: Good priority is given to siblings as parents cannot physically drop two children to different schools so this should remain a priority.
- 5.2.7 The fourth respondent commented on the measuring points for schools. The response was: The point on a school site admissions distances are measured from varies school by school. How can this make the admissions process fair?
- 5.2.8 To confirm in relation to the fourth respondent's comment, all measuring points for Birmingham maintained and voluntary controlled schools are in accordance with 1.13 of the School Admissions Code (1 September 2021).

## **7 Risk Management**

- 7.1 The Council is legally required to determine the admission arrangements for maintained 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 decreases and increase 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 2024/2025 will support the Council 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.'

## **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, October 2022, 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.

## **8.3 Financial Implications**

- 8.3.1 The direct costs associated with managing these admission arrangements are funded from the School Admissions, Attendance, Exclusions and Pupil Tracking Service budget, Children and Families Directorate. Revenue costs associated with pupil places in schools are funded directly from the Dedicated Schools Grant. Any changes to pupil numbers will result in either a reduction or increase to this Dedicated Schools Grant.

## **8.4 Procurement Implications (if required)**

- 8.4.1 There are no direct procurement issues.

## **8.5 Human Resources Implications (if required)**

- 8.5.1 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.

## **8.6 Public Sector Equality Duty**

- 8.6.1 The Local Authority has a statutory duty to co-ordinate centrally the admission arrangements of all schools in its area. The admission arrangements for maintained 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. 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.

## **8.7 Environmental and Sustainability Implications**

8.7.1 There are no direct environmental and sustainability implications.

## **9 Appendices**

**1A** - Proposed Admission Arrangements for maintained and Voluntary Controlled Schools September 2024-25.

**1B** - Proposed Published Admission Numbers for maintained and Voluntary Controlled Schools September 2024-25.

**2** - Proposed Scheme for Co-ordinated Admissions to Schools September 2024- 25.

## **10 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 – October 2022.