



## Trustees Report

<b>Date</b>	09/02/2022
<b>Agenda Item</b>	36 - Policies
<b>Report title</b>	Admissions Policies
<b>Which Strategic Priority Does this paper relate to?</b>	Build Resilience: Grow and Develop the Trust
<b>Report Author</b>	J Piper
<b>Report Sponsor</b>	Education Committee
<b>Purpose of paper (Info/Discussion/Assurance/ Decision)</b>	Decision
<b>Appendices Included</b>	Included in this document

### Context

Further to the previous Trustees meeting which agreed all of the school Admissions Policies for the academic year 2023/2024, all policies have now been through the statutory consultation period for review. This paper sets out the consultation feedback and the identified changes made to the policies in light of the consultation. All policies are available for Trustees to read; however, it should be noted that all policies remain unchanged from the Trustee's previous review, other than in relation to the changes set out below.

### Recommendation

It is recommended that the changes made to policies from the consultation feedback, and that the school policies are agreed for dissemination to school and for publishing by the 15<sup>th</sup> March deadline.

### Executive Summary

There is clear guidance from the National Adjudicator, and from the Diocesan Admissions Officer in relation to the final formal steps to agree the Trust's Admissions Policies for the individual Academies. The guidance is set out below:

*The deadline for the determination of school admissions policies for 2023/24 is 28 February 2022. This means that the board for your school/Trust needs to have met and formally agreed your admissions policies by this date, which should then be sent to Local Authorities before 15 March 2022.*

*Please note that this a legal requirement of the School Admissions Code and applies to all VA and Academy schools, including:*

- *Schools that are using the same oversubscription criteria as their Local Authority*
- *Schools that have made no changes to their policy for 2023/24*
- *Both schools that have and schools that have not conducted a consultation on their admissions policy.*

All DBAT Academies have made policy changes for the academic year 2023/2024 and therefore all Academies have consulted. The Trust consulted with the Local Authorities on behalf of the Academies.

There were very few responses to the consultations. Feedback from the Local Authorities has been very positive in that they were able to feedback, if required, to the central team directly; and the provision of a Trustwide policy meant that Local Authority Officers only needed to review the policy once, and then could focus on the over subscription criteria.

The majority feedback was provided by the Diocesan Admissions Officer. We are obliged to take significant notice of this feedback as, should one of our policies be challenged by the National Adjudicator and we did not adopt a suggested change from the Diocesan Officer, we would be found wanting and this would significantly disadvantage us at any subsequent appeal.

Below (Appendix A) are set out the consultation responses, and the action taken in relation to them.

Consultation responses, in the main part, have been upheld as stated below and the policies have been adjusted to take account of those changes.

With the ratification of the changes by Trustees these policies will be finalised, and sent to the Diocese and the Schools as a final version of the agreed policies in line with the timeline set out above.



Source	Comment	Response
Parent of Deanery student	<p>I've scanned through the new admissions policy and didn't see anything that referenced campus children. Is that correct?</p> <p>As you know, we need to make our primary application for ***** younger sister in the next few weeks and we had assumed, going to Kingfisher would increase her likelihood of getting into The Deanery.</p> <p>We live in Old Town so aren't in catchment but did really like Kingfisher when we visited and believe ***** application will be aided by her having a campus sibling, plus we are Christians. It would however be awful if ***** did go to Kingfisher but then couldn't get into The Deanery - Kingfisher are only taking 30 children and I'm assuming most will be local catchment/will go to The Deanery.</p> <p>We do have a good primary school very close to us, so are weighing up the pros and cons of each school, with consideration to secondary transition.</p> <p>I would therefore be grateful if you could confirm if there is any campus consideration in The Deanery admissions policy.</p>	<p>The campus comprises of 3 separate school phases, and we are required to have 3 points of admissions: Nursery, Reception, Year 7. The admissions policies are linked to one another, but we are not able statutorily to have a single admissions into the campus. We cannot guarantee that pupils who attend Kingfisher will gain a place in Deanery; however, it is anticipated that until Kingfisher and Deanery are full that there may continue to be capacity for out of catchment children.</p>

<p>Access and Provision Manager Inclusion and Achievement</p> <p>Children's Services</p> <p>Swindon Borough Council</p>	<p>Are the schools still opting in to the LA in year coordinated scheme? As this is not specified in the policy or how parents can apply?</p>	<p>Yes, all schools are in the in-year co-ordinated scheme.</p>
<p>Access and Provision Manager Inclusion and Achievement</p> <p>Children's Services</p> <p>Swindon Borough Council</p>	<p>South Marston PAN – its stated as 20 for Sept 2023 – is this still ok given the expansion won't be ready in Sept, but hopefully for October or Xmas?</p>	<p>In anticipation of the growth of the school we have planned to be able to accommodate 20 PAN in South Marston in the first year. There is capacity even if the build has not yet been completed.</p>
<p>Access and Provision Manager Inclusion and Achievement</p> <p>Children's Services</p> <p>Swindon Borough Council</p>	<p>The closing and offer dates you have in the Deanery Policy are incorrect as these are the dates for Primary Offer, The secondary dates are; Applications close on the 31<sup>st</sup> October, national offer day 1<sup>st</sup> March.</p>	<p>The dates were commuted form the Primary Policy. These have now been corrected.</p>



<p>Access and Provision Manager Inclusion and Achievement</p> <p>Children's Services</p> <p>Swindon Borough Council</p>	<p>Supplementary forms will need to be completed and return to the school direct rather than to the Local Authority as stated in your proposed policy.</p>	<p>This has now been changed in all policies.</p>
<p>Schools' Governance and Admissions Officer</p> <p>Diocese of Bristol</p>	<p>One comment, which I think applies to all of the policies, is that in the waiting lists section, waiting lists must be held until at least 31 December and the date must be included. The adjudicator has picked schools up on this in the past.</p>	<p>This has been clarified in all policies, and fed back to the Church of England as a mistake in their proforma process.</p>
<p>Schools' Governance and Admissions Officer</p> <p>Diocese of Bristol</p>	<p>Also under the waiting lists section I would be inclined to slightly change the following sentence so that it is clearer for parents reading it: 'The waiting list will be reordered in accordance with the <i>following</i> oversubscription criteria whenever anyone is added to or leaves it. '</p>	<p>Agreed, and changed in all policies.</p>
<p>Schools' Governance and Admissions Officer</p> <p>Diocese of Bristol</p>	<p>Similarly the definition of address which is given in the distance o/s criteria and later in the definitions section, do not always match (but they need to).</p>	<p>Most were correct, but some schools had changed some of the criteria. These have all been set for parity across each policy document.</p>

<p>Schools' Governance and Admissions Officer</p> <p>Diocese of Bristol</p>	<p>On some of the supplementary forms it states that the form should be returned to the LA but it should be returned to the school. School address also needs to be given.</p>	<p>Agreed. This has been changed where applicable.</p>
<p>Schools' Governance and Admissions Officer</p> <p>Diocese of Bristol</p>	<p>On some forms the definition of 'Christian Church' does not match (but it needs to) the definition given within the policy itself.</p>	<p>Where appropriate the definition has been refined to match the rest of the policy.</p>
<p>Schools' Governance and Admissions Officer</p> <p>Diocese of Bristol</p>	<p>There are a few mentions of 'other faiths' and 'other places of worship' which can now be removed.</p>	<p>As agreed with the Diocese, these have now been removed. We will consult with schools in the summer term as to this oversubscription criteria for future policies.</p>
<p>Schools' Governance and Admissions Officer</p> <p>Diocese of Bristol</p>	<p>The most recent Diocesan Admissions guidance (soon to be published) will advise against prioritising children of staff over local children, siblings or faith places.</p>	<p>Noted, and were this criteria was place higher the order has been changed accordingly.</p>
<p>Schools' Governance and Admissions Officer</p> <p>Diocese of Bristol</p>	<p>Definition of regular attendance on the form does not always match the description in the policy.</p>	<p>This has been addressed, where appropriate, in those policies where this applied.</p>



<p>Schools' Governance and Admissions Officer</p> <p>Diocese of Bristol</p>	<p>Better to remove references to 'closing dates' and instead use 'at the time of application', for example.</p>	<p>There are differences in the requirement of some Local Authorities on this point. The National dates for Primary and Secondary for 2023/2024 have been stated at the opening of each policy. Further reference in the policy has been referred to the 'time of application stated'.</p>
<p>Schools' Governance and Admissions Officer</p> <p>Diocese of Bristol</p>	<p><b><u>Deanery</u></b></p> <p>o/s criteria 2 is problematic: 'Children eligible for the pupil premium such that up to <b>21</b> children admitted within each year group are in receipt of the pupil premium. The distance tie break will be used when the number of pupils in each year who are eligible for the pupil premium exceeds 21 <b>[10%]</b>.' (You can't monitor this in other year groups, only in Year 7). Also there is a random point 'c' which I think needs to be removed.</p> <p>o/s criteria 6 'faith', I think this phrase will trip you up: 'We suggest that this might normally mean one who worships usually twice a month.' It is too ambiguous as it is.</p> <p>As before use of an employee's name is not recommended.</p> <p>I'm still not convinced your map is adequate!</p> <p>First two sentences on the supplementary form are wrong.</p> <p>There doesn't seem to be a definition of Christian church either in the policy or in the supplementary form.</p>	<p>The formatting of the numbers/% has been changed to show numbers of pupils and not the %.</p> <p>Random point c removed.</p> <p>This has been clarified to a definite 'twice a month'. It is agreed that this criteria may remain ambiguous and should be reviewed for the 2024/25 policy</p> <p>Employees name replaced with Admissions@Deanery</p> <p>The map is the only version we have access to and has been sufficient for previous policies. This is not upheld.</p> <p>The supplementary form change to the correct wording and the definition of Christian Church has been redefined as the same as the Kingfisher policy.</p>

	<p><b><u>Fishponds</u></b></p> <p>'or other faiths' needs to be removed at o/s criteria 3</p> <p>o/s criteria 3a) I think should read ' Regular attendance at public worship at <b>All Saints or and St Marys Churches Fishponds</b> Church of England church.</p>	<p>Removed</p> <p>Agreed and changed in the policy</p>
<p>Schools' Governance and Admissions Officer</p> <p>Diocese of Bristol</p>	<p><b><u>Kingfisher</u></b></p> <p>o/s criteria 4 – this sentence '<b>Priority will also be given under this criterion to children eligible for Pupil premium, Early years pupil premium, Service premium attending School's own Nursery setting.</b>' does not need to be included and is possibly misleading. Any child eligible under this criterion will be considered. Unless you are saying you are giving priority to these children above other PP children? In which case you would need to separate out the criteria. (Not recommended)</p> <p>o/s criteria 5 – there is a number of 30 given here but I'm not sure why. If it is to remain it should state 'up to 30' because you may not have 30 places left by this stage.</p> <p>Supplementary form doesn't seem to refer to pupil premium.</p>	<p>The sentence has been removed, but the criteria has remained unchanged.</p> <p>Revised to 'up to 30'</p> <p>Pupil Premium added to the Supplementary Form</p>
<p>Schools' Governance and Admissions Officer</p> <p>Diocese of Bristol</p>	<p><b><u>South Marston</u></b></p> <p>Map needs to be clearer!</p> <p>Supplementary form (first sentence) says it is for faith places and doesn't say pupil premium</p>	<p>This is the only version of the map that the school has, and has been used for previous policies. The pdf is available on the website also.</p> <p>Pupil Premium added to the Supplementary Form</p>





	Faith places are after distance which makes the faith category void.	Faith places moved above distance in the criteria
<p>Schools' Governance and Admissions Officer</p> <p>Diocese of Bristol</p>	<p><b><u>St Leonard's</u></b></p> <p>Introductory statement – name of school is missing</p> <p>o/s criteria 3 – '2 out of 4 weeks per month' might be misinterpreted as needing to attend for whole weeks! Needs to change to something like 'two occasions on at least two separate weeks per month'. Also refers to 'definitions c and d below' – but I couldn't see those.</p> <p>No definition of Christian Church given.</p> <p>Definition of regular worship on supplementary form doesn't match policy.</p>	<p>Name of School added</p> <p>Agreed, and the suggested phrase used in the policy.</p> <p>Definition added from the agreed Trust definition</p> <p>Altered to ensure that both definitions reflect one another</p>
<p>Schools' Governance and Admissions Officer</p> <p>Diocese of Bristol</p>	<p><b><u>Sutton Benger</u></b></p> <p>o/s criteria 5 is void as all children will be captured in 4.</p> <p>Tie breaker – the following sentence needs to be removed: 'Priority will next be given to children living within the proximity set out below. '</p>	<p>Criteria 5 removed.</p> <p>Agreed. Sentence removed.</p>