

**LOCAL ADMISSIONS FORUM  
THURSDAY, 29TH JUNE, 2017**

Present:- Mr. D. Shenton (in the Chair); and Mrs. C. Cockayne (Community Representative)

Apologies for absence were received from:- Councillor Watson, Mrs. M. Gambles and Mrs. I. Hartley (Community Representatives); Mrs. H. McLaughlin (Voluntary Aided/Controlled Schools); and Mr. G. Lancashire (Community Schools).

**1. LOCAL ADMISSION FORUM MEMBERSHIP**

Details of the current membership of the Rotherham Local Admissions Forum were noted including the 3 new prospective members as a result of the advertisement that had been sent to schools/governing bodies etc. in March, 2017.

As there were still vacant places, it was felt that a further advert should be sent to schools, governing bodies and Elected Members in September, 2017.

**2. MINUTES OF THE PREVIOUS MEETING HELD ON 16TH FEBRUARY, 2017**

The minutes of the previous meeting held on 16<sup>th</sup> February, 2017, were noted.

**3. MATTERS ARISING FROM PREVIOUS MINUTES**

There were no matters arising.

**4. THE LOCAL AUTHORITY REPORT TO THE SCHOOL ADJUDICATOR**

Rotherham's Local Authority Report to the Schools Adjudicator, 30<sup>th</sup> June, 2017 was noted. Completion and return of the report annually was a statutory requirement on admissions authorities.

It was also noted that Children and Young Peoples' Services Directorate Leadership Team had approved the report for submission to the Office of the Schools Adjudicator by the stated deadline.

It was suggested that information with regard to the Fair Access Panel and its decisions be shared with the Forum at its next meeting.

**5. ACADEMIES UPDATE**

The current position, as of June, 2017, of Rotherham schools that had converted, or about to convert, to Academies was noted.

## 6. ADMISSIONS UPDATE

The following verbal update was noted:-

- Applications for 2017/18 continued
- Work had started on 2018 admissions with letters being sent to parents of the current Y5 pupils advising that could now start to think about applying for their child's Y7 places.
- Information had been sent to the Web Team for inclusion on the Council's website with regard to September 2018 start
- Discussion with regard to moving to a new Capita system – Citizen's Portal – which allowed parents interaction with their application e.g. allowing amendments to be made
- Approximately 70% of applications for entry into primary schools were made on line. However, there was an issue in that the Portal was not compatible with Idevices. The new Portal would resolve this issue
- On National Offer Day:-
  - Primary – 3,132 offers were made (on time applications) of which 93.5% were offered their first preference
  - Secondary – 3,408 offers were made of which 94% received their first preference. 98.5% were offered 1 of their 3 preferences
- Consultation for entry into 2019/2020 Primary/Secondary education would commence in September, 2017

An issue was raised that Panel members had experienced with regard to the online form and the attachment of baptismal certificate for faith schools. Joanne Unwin, Admissions, would be asked to look into this issue.

## 7. FAIR ACCESS UPDATE

It was noted that a report was to be submitted to the next meeting on the Fair Access Panel.

Consultation was underway on the Primary Fair Access Protocol with a closing date of 14th July. Amendments had been suggested which would be considered with the finalised protocol implemented as from September, 2017.

## 8. SCHOOL ORGANISATION UPDATE

The following school organisation update was noted:-

**Waverley**

Following a robust selection process, the Regional School Commissioner had approved the independent panel's proposal of the Aston Community Education Trust as the sponsor of the new primary school.

It was anticipated that the school would open in 2020 with a one form entry initially (30 Published Admission Number) and incrementally increase to 1.5 entry (45 Published Admission Number) and then 2 form (60 Published Admission Number) for ages 3-11 years.

The whole of the Waverley estate would become the primary school's catchment area. It was still proposed that there would be 2 primary schools with a sponsor being sought for the second school in due course.

It was suggested that updates on the new Waverley school be submitted to future meetings.

**School Expansion**

As from September, Laughton J&I School's Reception/FS2 would be expanded to 30 Published Admission Number and then subsequent years thereafter.

There was also additional capacity at Brampton Ellis Primary and Cortonwood Infant Schools as well as plans for Wath Comprehensive, Wales High and Wath C. of E.

**9. 2018/19 DRAFT TERM DATES**

The draft term dates for 2018/19, which had been approved by the Education Consultative Committee, were noted.