

**NEATH PORT TALBOT COUNTY BOROUGH  
COUNCIL**

**CHILDREN, YOUNG PEOPLE AND EDUCATION  
CABINET BOARD**

**7<sup>th</sup> April 2016**

**REPORT OF HEAD OF TRANSFORMATION  
ANDREW THOMAS**

**MATTER FOR DECISION**

**WARDS AFFECTED – ALL WARDS**

**ADMISSION TO COMMUNITY SCHOOLS: 2017/2018**

**Purpose of Report**

1. To obtain Children, Young People and Education Cabinet Board determination of the admission arrangements for community schools in relation to the 2017/2018 academic year.

**Executive Summary**

2. The Council is the admission authority for community schools in its area (the relevant area) and is required to determine by 15<sup>th</sup> April 2016 its admission arrangements in relation to the 2017/ 2018 academic year.
3. Proposed admission arrangements that detail the procedures to be followed when allocating school places have been consulted upon.
4. Consultation took place between December 2015 and February 2016. Consultees included head teachers & governing bodies of community and voluntary aided schools, neighbouring local authorities and the Admission Forum.
5. The responses received and officer comments are presented for Member consideration.

6. It is the officer recommendation that Members determine the proposed admission arrangements attached to this report.
7. These arrangements conform to the legislative requirements and the good practice guidelines set out in the Welsh Government's School Admissions Code, 2013.

### **Background**

8. The Council, as local authority for the relevant area, is responsible for determining the admission arrangements for community schools<sup>1</sup> and has a duty to consult annually on those arrangements.
9. In drawing up admission arrangements, the Council must ensure that the practices and the criteria used to decide on the allocation of school places:
  - are clear in the sense of being free from doubt and easily understood
  - are objective and based on demonstrable fact
  - are procedurally fair and are also equitable for all groups of children
  - provide parents or carers with easy access to helpful admission information
  - comply with all relevant legislation and have been determined in accordance with the statutory requirements and the provisions of this Code
10. At its meeting of 3<sup>rd</sup> December 2015, the Children, Young People and Education Board approved consultation on proposed admission arrangements for community schools.

### **Proposed admission arrangements for determination**

11. The proposed admission arrangements for Member determination are attached as appendix A.
12. These have been the subject of consultation and in response to comments received have been amended accordingly.
13. If approved, the arrangements will be effective in relation to admission to community schools for the 2017/2018 academic.

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<sup>1</sup> The Education (Determination of Admission Arrangements) (Wales) Regulations 2006

## Consultation

14. The Council, as local authority is required to consult each year on the admission arrangements for those schools which it is the admission authority.
15. Neath Port Talbot County Borough Council is the admission authority for community schools. Admission to voluntary aided (i.e. Faith) schools is the responsibility of the respective governing bodies.
16. The requirements of consultation are set out in the Welsh Government's School Admissions Code<sup>2</sup>.
17. In the case of this Council, consultation is required with:
  - the governing bodies of community schools
  - the governing bodies of voluntary aided (i.e. Faith) schools
  - all neighbouring local authorities.
18. In addition, the Council should also consult the Admission Forum for the relevant area.
19. In relation to the 2017/2018 academic year, those consultations are required to be undertaken no sooner than 1<sup>st</sup> September 2015 and completed by 1<sup>st</sup> March 2016.
20. Once consultation has been completed the Council must determine by 15<sup>th</sup> April 2016 its admission arrangements, either in their original form or with such modifications as seen fit.
21. Consultation took place between December 2015 and February 2016. Consultees included head teachers & governing bodies of community and voluntary aided schools within the County Borough (the relevant area) and neighbouring local authorities.
22. The Admission Forum has also been consulted and is in agreement with the proposed admission arrangements as amended.
23. Responses were received from: Cllr. Ellis, Pelenna Ward; the Head teacher, St Joseph's RC School and 6<sup>th</sup> Form Centre; the Chair of Governors, St Joseph's RC School and 6<sup>th</sup> Form Centre; and the Chair of Governors, Rhos Primary School.

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<sup>2</sup> School admissions code: Statutory Code document No. 005/2013

24. No comments were received from neighbouring local authorities.

### **Consideration of responses to the proposal**

25. A summary of the responses and officer comments are attached as appendix B as a consultation report. Also attached are the individual comments received for member consideration (appendix C).
26. Members are reminded that comments should be conscientiously considered in an open minded approach, alongside the case put forward for implementation of the proposal. In this respect there is an expectation that Members will have read and given due regard to the admission arrangements as consulted upon (appendix D) and the comments received together with officer comments.
27. Having considered the comments and amended the proposed admission arrangements as appropriate, it is the opinion of officers that the modified arrangement are fit for purpose and, as such, Member determination is recommended.

### **Financial Impact**

28. There is no financial impact directly associated with this proposal. The admission arrangements support the efficient and effective delivery of education across the County Borough.
29. Administration of the admission process is within the Council's staffing cost envelope and is a statutory function that falls to the Council.

### **Equality Impact Assessment**

31. An equality impact assessment has been carried out and found that there is no adverse effect on any protected group and the process has checks and monitoring in place.
32. The full equality impact assessment is attached to this report as appendix E.

### **Workforce Impact**

33. As a statutory function of the Council, the admission process is administered centrally. The current staffing complement associated

with this function will be maintained and there will be no change to the staffing arrangements consequent upon the implementation of the proposal.

### **Legal Impacts**

34. The Council, as an admission authority, has a statutory duty to act in accordance with the requirements of the Welsh Government's School Admissions Code, 2013.
35. In relation to the specific purpose of this report, there is a legal requirement that school admission arrangements must be determined by 15<sup>th</sup> April 2016.

### **Risk Management**

36. There are requirements placed on the Council, as an admission authority, intended to ensure the admission system works for the benefit of both schools and pupils. Admission authorities are required to consult on and determine their admission arrangements, and to offer places within timeframes and deadlines specified by legislation.
37. The proposed admission arrangements recommended for determination in this report conform to the legislative requirements and the good practice guidelines set out in the Welsh Government's School Admissions Code, 2013.

### **Recommendations**

38. Having given due regard to the equality impact assessment, it is recommended that, in line with School Admissions Code, 2013 and The Education (Determination of Admission Arrangements) (Wales) Regulations 2006, Members determine the admission arrangements for community schools in relation to the 2017/2018 academic year, as attached to this report.

### **Reasons for the Proposed Decision**

39. To enable the Council to meet statutory duties and good practice guidelines in respect of the admission of pupils to community schools.

## **Implementation of Decision**

40. The decision is proposed for implementation after the three day call in period.

### **Appendix**

Appendix A: Proposed admission to community schools in Neath  
Port Talbot County Borough, 2017/2018

Appendix B: Consultation Responses

Appendix C: Individual responses

Appendix D: Consultation draft – admission arrangements

Appendix E: Equality Impact Assessment

### **List of Background Papers**

- a. Welsh Government: School Admissions Code (No. 005/2013).
- b. Welsh Government: Measuring the capacity of schools in Wales
- c. Education (Determination of Admission Arrangements) (Wales) Regulations 2006
- d. Education (Relevant Areas for Consultation on Admission Arrangements) Regulations 1999
- e. School Admissions (Common Offer Date) (Wales) regulations 2013
- f. The Education Act 2002 (Commencement No.8) (Wales) Order 2006

### **Officer Contact**

Mrs H Lewis, School Admissions.

[h.lewis@npt.gov.uk](mailto:h.lewis@npt.gov.uk) Tel: 01639 763580.