

**DIRECTORATE OF LEARNING AND SKILLS**

**Admissions Forum (MS Teams)**

**11th June 2021**

**MINUTES**

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| **ATTENDEES:** | Cllr Lis Burnett, Mike Matthews, Lisa Lewis, S Mawhinney, A Robertson, A Ricketts, Rhian Andrew, Andrew Hennessey, C Thomas, S Owen, C Thomas, C Jenkins, F Greville |
| **APOLOGIES:** | S Lewis, T Brown |

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| **ITEM** | **ISSUE** | **ACTION REQUIRED** | **Member** |
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| 2 | Minutes of Previous Meeting | The minutes were checked for accuracy and agreed as a true record. |  |
| 3 | Matters arising | None |  |
| 4 | Terms of Reference | M.M explained terms of reference and membership requirements, CT and RA re-elected. A.R suggested that the forum continue meeting twice a year, can increase in future as and when required. |  |
| 5 | Update on annual admission rounds and appeals | S.M outline the school admissions summary and explained the process for each admission round. S.M explained how the 2020/21 academic year saw the team engage in a huge effort to contact and advise parents on their application and preferences.  L.B comments on the overall proximity of the last place offered at schools is reducing in line with local schools for local children and environmental and transport policies. |  |
| 6 | Annual performance data on school admissions | S.M discussed the in-year transfer summary and current themes and trends of applications. S.M compared the summary to that of the 2019/20 academic year to assess the impact of the COVID-19 period. |  |
| 7 | Draft parental guide to school admissions 2022/23 for consideration | M.M explains the use of the parental guide and the updates that will be made for 22/23.  J.W indicates that a collaborative piece of works needs to be completed in relation to the amendments to the SEN act and that this will need to be included.  M.M explains that the new secondary oversubscription criteria will include the attendance of feeder primary schools for a 3 year period beginning 22/23 admission rounds.  L.B comments on the reasons for this proposal and the challenges facing the local authority in order to meet its obligation to provide school places. |  |
| 8 | Update on co-ordinated admission arrangements | S.M explains the co-ordinated admissions arrangements pilot scheme in it’s 3rd year of operation for primary admissions and 1st year for Secondary admissions.  C.T comments on the success of the pilot scheme from a participating school’s perspective and thanks the admissions team for their efforts.  A.R comments on SRG pilot scheme success which allowed greater transparency and additional planning time for the school. |  |
| 9 | 21st Century Schools Update | C.J presented an update on 21st Century Schools programme and explained the projects currently underway for English medium, Welsh medium and ALN provision and provided images of the schools currently and planned projections.  L.B thanks 21st Century Schools team for their hard work and success thus far. |  |
| 10 | Date for next meeting | 19th November 2021. |  |
| 11 | Any Other Business | No |  |