

**DIRECTORATE OF LEARNING AND SKILLS**

**Admissions Forum**

**27 June 2019**

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| **ATTENDEES:** | Cllr Liz Burnett, Sian Lewis, Trevor Brown, Clare Kynaston, Ann Robertson, Matt Curtis, Sam Mawhinney, Ceri Thomas, Mike Matthews, Lisa Lewis |
| **APOLOGIES:** | Andrew Hennesy, Fiona Greville |

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| **ITEM** | **ISSUE** | **ACTION REQUIRED** | **Member** |
| 2 | Election of Chair | Cllr Liz Burnett was unanimously elected |  |
| 3 | Minutes of Previous Meeting | The minutes were checked for accuracy and agreed as a true record. |  |
| 4 | Matters arising | None |  |
| 5 | Terms of reference and membership | The terms of reference of the group were circulated for information. These were endorsed by the group and no changes were proposed. |  |
| 6 | Update on annual admission round and appeals | SM provided an update on application figures for Nursery, Primary and Secondary Schools for the September 2019 intake. The Council is seeing a greater number of applications made by the closing date for receipt. Discussed methods used to remind parents to apply, joint effort by the authority and schools to ensure applications are completed on time by parents. More children applying for local schools. Appeal numbers similar to last year, success rate very low. SL queried the time children remain on waiting lists and previous bulge classes. LL Must remain until 30 September and then required to indicate if they wish to remain for the rest of the year. Parents written to annually. Bulge classes only where considered necessary.  AR Provided data for RC schools; St Richard Gwyn 156 successful applications, St Helens primary 44 and St Joseph’s primary 28. |  |
| 7 | 21st Century Schools Programme | MC provided an update and presentation on the programme, including Pencoedtre, Whitmore and Ysgol Bro Morgannwg schools with proposed plans. Ongoing proposals – Ysgol St Baruc increase in capacity and relocation to new school on waterfront, St David’s new school and increase in capacity and St Nicholas new school and increase in capacity. Highlighted the additional places being created as a result of the programme to date.  LB Stressed the community benefits aspects of the programme and resulting apprenticeships. Very important part of the programme. |  |
| 6 | Update on annual performance data on school admissions | SM 100% of in year applications processed within 10 days apart from managed moves and LAC. Managed moves and LAC have complex case issues. There has been an increase in the number of managed moves over recent times. Process has had a positive impact and result in successful placements for children in the majority of cases. |  |
| 7 | Parental guide to school admissions 2020/21 for consideration | MM Parental guide issued annually to enable parents to make informed choices for their children’s schooling. Similar to last year but admissions criteria to secondary education changed from a feeder primary school system to catchment area basis where schools are oversubscribed. Change agreed by Cabinet April 2019. SL Concerned that children will not be progress to secondary education with friends particularly if they live outside catchment area. MM Previous admission criteria was performing like a catchment criteria, high priority being to those in attendance at a feeder school but living in school catchment area. LL Change does not mean that children won’t still gain access to a secondary school if they apply. CT & LB Much fairer system to determine allocations to secondary schools, local schools for local children. |  |
| 8 | Update on coordinated Admissions Arrangements | MM Outlined schools as part of the pilot, very successful with schools wishing to continue. SM Liaison with schools providing assistance and updates for Governing Body to consider. Local authority is not trying to control schools but coordinate arrangements to ensure parents are not holding more than one school place. Governing body still make the decisions on applications. CT – Process went very well and saved on a lot of school administration time. Good that schools have access to the portal showing applications made. Very good support from SM. Some small things that could be looked at such as parents accepting a place and clarification on late applications being made to schools. Wish to carry on with the scheme. |  |
| 11 | Date for next meeting | Usually end of November, dates to be circulated |  |