

**DIRECTORATE OF LEARNING AND SKILLS**

**Admissions Forum**

**17 November 2017**

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| **ATTENDEES:** | Cllr Bob Penrose, Cllr Tony Hampton, Lisa Lewis, Jane Werrett, Norman Craggs, Ceri Thomas, Ann Robertson, Clare Kynaston, Derek Jones |
| **APOLOGIES:** | Vince Browne, Rev Edwin Counsell (no replacement), Sian Lewis. |

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| **ITEM** | **ISSUE** | **ACTION REQUIRED** | **Member** |
| 2 | Election of Chair | Cllr Bob Penrose 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.  Jane Werrett and Normal Craggs were re-elected onto the group for a further term. Vince Browne was absent so the matter of his membership was postponed until the next meeting. It was noted that the Church in Wales had not appointed a replacement for Edwin Counsell to date. LL would seek notification of his replacement on the Forum once an appointment had been made. |  |
| 6 | Approval/ Amendment of the draft Annual Report of the Admissions Forum | Minor alterations were noted. The report was approved. Some discussion followed with regard to the recording of in year transfers. The Forum would like more information on the number of 2nd and 3rd preferences offered where a first preference cannot be accommodated. LL would look into this for the next meeting. | LL |
| 7 | Managed Moves | JW provided the forum with an update of the success of this initiative. All schools are now fully engaged with the process and mutual trust between schools has been developed. It was noted that this process has had a positive impact on some of our more difficult to place pupils. In previous year between12-14 managed moves have taken place. JW noted that at this early stage in the academic year there were already 7 pupils being put forward for managed moves. |  |
| 8 | Update on annual admission round to date | LL updated on the co-ed process 407 applicants for the port road site and 334 for the Merthyr Dyfan site which is broadly in line with catchment numbers. All applicants who applied on time would receive an offer to their first preference school. The gender split was more favourable than expected and the gender split for year 7 in September 2018 was currently around 50/50 which is excellent.  With regard to the rest of the admission round it is too early to make comment other than to confirm that the process was working well for the councils admissions authority and this was reflected in the experiences of aided and foundation heads present. |  |
| 9 | Consultation on Admission arrangements 2019/20 | The circulated document has been approved for consultation by Cabinet for the school admission arrangements for pupil admissions in the academic year 2019/20. The local authority has a statutory duty as detailed in the School Admissions Code 2013 to consult with the governing bodies of schools who have delegated admission powers, all neighbouring local authorities, the admission authorities for all other maintained and other schools within the Vale of Glamorgan. The agreed admission arrangements are then published in a composite document, the “Parental Guide to School Admissions” each year for the subsequent school year admission round detailing school admission arrangements for all maintained schools in its area. The consultation period for the proposed admission arrangements will be 8 January to 16 February 2018.  Other than the removal of the arrangements put in place to manage the transfer of existing pupils to the two new coeducational comprehensive schools, there are no changes proposed to the admission arrangements agreed last year for admission into the academic year 2018/19 |  |
| 10 | School Organisation update | Co-ed in Barry – progressing well and at speed. Naming process underway, pupil admissions almost complete, executive Headteacher is based in Civic Offices to facilitate the management of the project.  Llantwit Learning Community is well on track and almost complete, in advance of schedule.  Fairfield Primary School – nursery building works now progressing well and on schedule for opening in January 2018.  Band B of 21st Century Schools successful SOP submission. Significant commitment will be required to secure the projects identified, via the approval by WG of appropriate business cases as well as the progressing of public consultations. More news on this exciting development to follow. |  |
| 11 | Date for next meeting | Agreed 15 June 2018. Cllr Penrose requested we consider hosting this at a school on a rotational basis. Stanwell have offered to host the next meeting. |  |