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15th October 2018

Dear Colleague

ADMISSION ARRANGEMENTS 2020/2021 CONSULTATION

I am writing to invite your comments upon the proposed Published Admission Number (PAN) for your school.

The deadline for response to this consultation is **7 December 2018**.

I would suggest that your response is discussed by your governing body, but do understand that you may not have a suitable meeting arranged. May I also suggest that the governing body are at least made aware of the consultation and the school's response to it. If you are unable to discuss as a governing body, the view of the Chairman and the Headteacher will suffice.

Community and Voluntary Controlled Schools Admission Criteria 2020/21

Your attention is drawn to the admissions criteria for both nursery and maintained schools in respect of the addition of an additional criteria in respect of Children who appear to the Admissions Authority to have been in state care outside of England and cease to be in state care as a result of being adopted. This is an addition requested to be included by the Department for Education. This information was forwarded to all own admission authorities prior to this consultation.

Published Admission Number 2020/2021

The proposed published admission numbers have been set in line with the DFE net capacity guidance using the schedules and calculations included in the DFE capacity assessment forms and forecast pupil numbers. We are aware of building projects and try to ensure that schools' capacity assessments are as up to date as possible. Please note any planned building works at your school on the response form.

To: All Primary and Secondary Headteachers, Headteachers of Academies, All Diocesan Bodies, Neighbouring Authorities

The governing body of community and voluntary controlled schools for whom the local authority is the admission authority can make representations to us to increase their PAN by providing written details of their proposal. Please ensure that you consider class organisation and accommodation issues and infant class size limit regulations (for schools with 5, 6 and 7 year olds in attendance) before responding to this consultation. **If you have any queries in respect of infant class size limits please contact me to discuss these prior to submitting your response.**

Year 12 Admission Numbers

Where appropriate, the enclosed response form includes a proposed Year 12 admission number for September 2020. The Year 12 admission number refers to the **minimum number of external candidates to be admitted to the school for the first time** and does not include pupils transferring from the school's own Year 11 cohort. It is acceptable to exceed this minimum number if demand for courses can be met.

There are no proposals to change the oversubscription criteria for Community, Voluntary Controlled schools and Nursery Schools.

Voluntary Aided, Foundation, Trust Schools and Academies

The determination of admissions arrangements for Voluntary Aided, Foundation, Trust schools and Academies is a matter for the schools' governing bodies as the admission authority for the school. To support them in this role, the LA has provided details of the published admission numbers indicated by the net capacity assessments and forecast pupil numbers.

The School Admissions Code (the Code) 2012 introduced some changes to the determination of admission arrangements including PAN's. For ease of reference I have set out below the relevant paragraphs from the code.

Section 1: Determining Admission Arrangements:

1.1 Admission authorities are responsible for admissions and must act in accordance with this Code, the School Admission Appeals Code, other laws relating to admissions, and relevant human rights and equalities legislation.

1.2 Published Admission Number (PAN) - As part of determining their admission arrangements, all admission authorities must set an admission number for each 'relevant age group'.

1.3 Own admission authorities are not required to consult on their PAN where they propose either to increase or keep the same PAN. For a community or voluntary controlled school, the local authority (as admission authority) must consult at least the governing body of the school where it proposes either to increase or keep the same PAN.

All admission authorities must consult in accordance with paragraph 1.42 below where they propose a decrease to the PAN. Community and voluntary controlled schools have the right to object to the Schools Adjudicator if the PAN set for them is lower than they would wish. There is a strong presumption in favour of an increase to the PAN to which the Schools Adjudicator must have regard when considering any such objection.

1.4 Admission authorities must notify their local authority of their intention to increase the school's PAN and reference to the change should be made on the school's website. If, at any time following determination of the PAN, an admission authority decides that it is able to admit above its PAN, it must notify the local authority in good time to allow the local authority to deliver its co-ordination responsibilities effectively. Admission authorities may also admit above their PAN in-year.

1.5 Any admissions above the PAN as set out in paragraph 1.4 above will not constitute an increase to the PAN.

With reference to paragraph 1.4 above please give some thought to the position your governing body may wish to take for the 2020/2021 admissions round. May I suggest that you discuss this issue with your governors at an early stage and if you decide that you would wish to admit above PAN for September 2019 you advise us in good time.

Own Admissions Authorities particularly newly converted academies may wish to use the link below to access the current school admissions code for full details of the admission arrangements consultation process.

[https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/389388/School Admissions Code 2014 - 19 Dec.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/389388/School_Admissions_Code_2014_-_19_Dec.pdf)

Relevant Areas

The Education (Relevant Areas for Consultation on Admission Arrangements) Regulations 1999 (SI 1999 No. 124) require local authorities to determine relevant areas for consultation on admission arrangements. The Relevant Areas for schools maintained by North Yorkshire County Council are as follows:

For Community and Voluntary Controlled Schools, the Relevant Area is the entire County of North Yorkshire, plus the City of York and the area of Bradford Metropolitan Authority served at secondary level by South Craven School.

For Voluntary Aided, Foundation, Trust Schools and Academies the relevant area for consultation is North Yorkshire County Council and admission authorities within a radius of 3 miles of the school, including admission authorities in neighbouring local authority areas. It is proposed that relevant areas for consultation remain unchanged.

May I remind all own admission authorities that even if you are not proposing any changes to your admission arrangements for 2020/2021 your governing body/academy trust must determine the admission arrangements for 2020/2021 by 28 February 2019.

Should you wish to discuss any proposed change to your school's PAN for 2020/2021 or admission above PAN for September 2019 or any other issues relating to admission arrangements please do not hesitate to contact me.

A response form regarding the 2020/2021 published admission number proposed for your school is attached. Please complete and return this as soon as possible, bearing in mind the closing date of 7 December 2018.

Many thanks for your assistance.

Yours sincerely



William Burchill
Admissions Manager