

Report To:	EXECUTIVE CABINET
Date:	10 February 2016
Executive Member Reporting Officer:	/ Councillor Lynn Travis – Executive Member – Lifelong Learning Stephanie Butterworth– Executive Director, People
Subject:	PRIMARY, JUNIOR AND SECONDARY SCHOOL ADMISSION ARRANGEMENTS – RESPONSES TO CONSULTATION AND DETERMINATION OF ADMISSION ARRANGEMENTS FOR 2017/18
Report Summary:	The report states the outcomes of the consultation on the admission arrangements and published admission numbers for Tameside community, and voluntary controlled schools for admission in September 2017.
Recommendation:	The Cabinet is recommended to approve: <ul style="list-style-type: none"> 1) the determination of Published Admission Numbers for all voluntary controlled and community schools for 2017/18 without change from those that applied for admission in 2016/17 other than the changes set out in Appendix 1 of the Report; 2) the determination of admission arrangements for all Tameside community and voluntary controlled schools for admission in 2017/18 as set out in Appendix 3 of the Report.
Links to Community Strategy:	The proposals contained within this report will support the delivery of the Community Strategy, through the delivery of sufficient and suitable places to meet anticipated increased demand in 2017/2018.
Policy Implications:	The admission arrangements for 2017/18 academic year for all voluntary controlled and community schools remain the same as for 2016/17 as determined in August 2015 with some amendments to admission numbers and some additions to partner primary schools.
Financial Implications: (Authorised by the Section 151 Officer)	The expenditure associated with the education of children is funded by the Dedicated Schools Grant and Pupil Premium Grant. The Dedicated Schools Grant is a ring fenced grant solely for the purposes of schools and pupil related expenditure. As such it can only be used within the Schools Budget and is not available for use elsewhere in the Council.
Legal Implications: (Authorised by the Borough Solicitor)	The Council as admission authority for community and voluntary controlled schools in its area, must before the beginning of each school year determine the admission arrangements which are to apply for that year (section 88C of the School Standards and Framework Act 1998 (“SSFA”). The Council has a duty to act in accordance with the School Admissions Code (the Code); issued under section 84 of SSFA 1998, and must ensure that its determined admission

arrangements comply with the mandatory provisions of the Code.

While it is for the Council to decide the admission arrangements that best suits its residents and its schools, it must ensure the arrangements:

- Comply with law and regulations; and
- Do not disadvantage applications to their schools from families resident in other local authorities (which would be contrary to rule established in *R v Greenwich London Borough Council, ex parte John Ball Primary School* (1989) (see paragraph 1.14, page 11 of the Code).

Under section 86(1) of the SSFA 1998, parents have a right to express a preference for the school in which their child is to be educated. However, some schools may have more applicants than places and will therefore be oversubscribed. Section 1 of the Code provides guidelines and imposes mandatory requirements on setting fair oversubscription criteria, as part of admission arrangements, to be used to allocate places when a school is oversubscribed.

The Council must if changing the admission arrangements conclude a statutory consultation over a 6 week period between 1 October and 31 January. The Council must then determine its admission arrangements, including its oversubscription criteria by the 28 February (see section 88C of the SSFA 1998 and regulation 17 of the School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012.

If the Council does not notify the Secretary of State that it has adopted a co-ordinated scheme by the 28 February the Secretary of State may impose one (see paragraph 2.20, page 26 of the Code).

The Council must then follow the determined published admission arrangements. Failure to do so would amount to a breach of the Council's statutory duty (see paragraph 2.7, page 19 of the Code).

Section 13A of the Education Act 1996 requires Local Authorities to ensure that their education functions are exercised with a view to promoting high standards, ensuring fair access to educational opportunity, and promoting the fulfilment by every child concerned of his educational potential. The Council has a statutory duty under section 14(3A) of the Education Act 1996 to secure diversity and increase opportunities for parental choice when planning the provision of school places.

Risk Management:

Failure to determine admission arrangements and a coordinated admissions scheme by 15 March 2016 could result in the Secretary of State imposing admissions arrangements on the Council and lead to the displacement of children from community high schools.

One of the Council's remaining statutory responsibilities is to deliver sufficient and suitable places to meet projected demand for both primary and secondary pupils. The proposals contained within this report will enable the Council to fulfil its statutory responsibilities in 2017/2018. However, careful planning will be

required to ensure the provision of both primary and secondary places in future years.

Access to Information:

The following documents are available on the website at:

<http://public.tameside.gov.uk/forms/Committeedocs.asp>

Appendix 1	Amendments to Community And Voluntary Controlled Schools Published Admission Numbers - 2017 Entry.
Appendix 2	Consultation response from Jonathan Reynolds MP and response from the Executive Leader of the Council.
Appendix 3	Admission arrangements for Community and Voluntary Controlled Primary, Junior and Secondary schools for 2017/18.
Appendix 4	Discussion paper on school places 2016 – 2018.

The background papers (including consultation documents and responses) relating to this report can be inspected by contacting Catherine Moseley, Head of Access and Inclusion by:



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1. BACKGROUND

- 1.1 All admission authorities are required to consult on their coordinated admission scheme and on changes to admission arrangements. Where no changes are proposed to the coordinated admissions scheme or admission arrangements, there is no requirement to consult. Admission authorities must ensure that their determined admission arrangements comply with the mandatory requirements of The School Admissions Code 2014. The consultation process follows a timetable determined by the Department for Education (DfE).
- 1.2 The DfE have altered the prescribed period within which admission authorities may consult on their admission arrangements and the minimum length of consultation and have also brought forward a number of deadlines relating to the determination and publication of admission arrangements.
- 1.3 Consultation must now run for a minimum of six weeks between 1 October and 31 January. Admission arrangements must be determined by 28 February as opposed to 15 April previously. All admission arrangements must be published by 15 March as opposed to 1 May previously and all objections to admission arrangements must be made to the Schools Adjudicator by 15 May as opposed to 30 June previously.
- 1.4 Executive Cabinet will recall that following local publicity surrounding the outcome of an objection to the School Adjudicator about the admission arrangements at Chorlton High School the Council consulted on changes to oversubscription criterion 4 'attendance at a Tameside primary school' and the change to a partner primary schools was agreed in August 2015.
- 1.5 For entry to school in September 2017, no changes are planned to the admission arrangements for community or voluntary controlled primary, junior and secondary schools. Although there is no requirement to consult in law, in the interests of transparency and effective working relations, the Council took the opportunity of the annual consultation on admission arrangements to undertake a consultation on the admission arrangements following the changes made in August to consider any viable alternative put forward to ensure that the Council has a fair admission arrangements compliant with the Code, whilst managing the statutory duty to ensure we are able to provide a place for every Tameside resident of school age.
- 1.6 There are no changes proposed to the coordinated admissions scheme from 2016 for 2017 and these will be published on the Council's website on 1 January 2016 as required by the School Admissions Code.

2. CONSULTATION ON THE ADMISSION ARRANGEMENTS AND PUBLISHED ADMISSION NUMBERS FOR ALL COMMUNITY AND VOLUNTARY CONTROLLED SCHOOLS FOR 2017/18

- 2.1 In October 2015, the Local Authority circulated the proposed published admission numbers and admission arrangements for community and voluntary controlled schools for consultation. The closing date for the consultation was 12 November 2015.
- 2.2 The following organisations were consulted:
 - The Headteacher and Governors of all Tameside maintained schools;
 - Parents;
 - Derbyshire Local Authority;
 - Manchester Local Authority;
 - Oldham Local Authority;
 - Stockport Local Authority;

- Tameside Local Authority;
- Chester Diocese;
- Manchester Diocese;
- Salford Diocese;
- Shrewsbury Diocese; and
- Local MPs

2.3 A Public Notice was also published in The Tameside Reporter on 1 October 2015 in order to notify parents and other groups in the area of their rights to be consulted and the consultation was posted on the Tameside MBC website.

3. CONSULTATION ON PROPOSED CHANGES TO THE PUBLISHED ADMISSION NUMBERS FOR COMMUNITY AND VOLUNTARY CONTROLLED PRIMARY SCHOOLS FOR 2017/18

3.1 Consultation took place to reduce the published admission number at Milton St John's C of E Primary School following an increase to facilitate a bulge class in September 2016, where there is insufficient space to admit another year group of 30.

3.2 Following representation from the Headteacher and governing body, consultation took place to increase the published admission number at Livingstone Primary School.

Primary School	Current Published Admission Number	Proposed Published Admission Number	Diff	Permanently or Bulge Class
Mossley				
Milton St John's Primary School	60	30	-30	Bulge Class
Livingstone Primary School	20	30	+10	Permanently

3.3 No responses were received in relation to these proposed changes. The proposed Published Admission Numbers are attached at **Appendix 1**.

4. CONSULTATION ON TAMESIDE ADMISSION ARRANGEMENTS FOR ALL COMMUNITY AND VOLUNTARY CONTROLLED SCHOOLS FOR 2017/18

4.1 Three responses were received to the consultation relating to Tameside admission arrangements for all community and voluntary controlled schools for 2017/18.

4.2 Of the three written responses received, two were associated with the MP for Stalybridge and Hyde, Jonathan Reynolds, one was from a secondary Headteacher.

4.3 The consultation response from Mr Reynolds and the reply from the Council is attached as **Appendix 2**. In brief, Mr Reynolds was objecting to Criterion 4 of the admission arrangements which relates to giving priority to pupils attending named partner primary school which he feels is designed to favour Tameside residents for Tameside schools.

4.4 The second response to the consultation from Mr Reynolds office was to propose that Broadbottom Primary School has the same feeder primary secondary schools as Mottram Primary ie. Longdendale and Alder.

4.5 Of the three written responses received by Directorate of People, one was associated with the Head teacher at Alder High School.

Concerns	Directorate of People Response
<p>To request the addition of new partner primary schools to the list for Alder Primary School as we have had students in the past and requests from current parents :</p> <p>St Anne's Primary School in Denton</p> <p>St John Fisher RC Primary School in Denton</p> <p>Broadbottom Primary School</p>	<p>Agreed</p>
<p>To consider adding two primary schools that are out of Tameside, as we have children who live in Tameside and attend these schools but live near Alder High School:</p> <p>Woodley Primary School</p> <p>Greave Primary School</p>	<p>Whilst it is acknowledged that some of the pupils from Greave and Woodley Primary schools may live in Tameside, the reason for rejecting other potential oversubscription options was to balance the statutory requirement for Tameside to provide sufficient places for Tameside residents against a geographical legacy of schools being on the geographical borders. This was discussed in detail in the Executive Cabinet report of 24 June 2015 and August 2015. Under the previous oversubscription criteria parents of children educate outside the borough would have fallen within category 5 (distance) and therefore there is no appreciable difference.</p>

4.6 The proposed admission arrangements for Tameside community and voluntary controlled schools for 2017/18 are included at **Appendix 3**.

5. FINANCIAL RESOURCES

5.1 Basic need funding has been allocated to local authorities by the DfE. This is because local authorities are responsible for ensuring that there are sufficient schools locally to meet demand. Local authorities can use this money to fund projects at any publicly-funded schools, including voluntary-aided schools and academies (including at existing or new Free Schools) where they address basic need pressures. The DfE accepts that this funding only delivers 80% of the investment needed for mainstream places and about 60% to 70% for special school places.

5.2 On 1 March 2013, the Council was notified that it had been allocated £6,172,183 Basic Need capital funding, for the two financial years 2014 to 2016, to support the delivery of capital projects necessary to increase the capacity of schools, to meet increased demand for places. The Council is awaiting confirmation of funding for the period to which these admission arrangements apply.

5.3 The estimated cost of providing the increase to the published admission number at Livingstone Primary School in Mossley to increase the capacity permanently by 10 places is estimated at £355,000 which will be met from the basic need allocation.

6. FUTURE DEMAND FOR SCHOOL PLACES

6.1 The birth rate in Tameside has fallen slightly overall in the last four years and this is following the same pattern of the birth rate curve in the borough over the last 40 years. The current prediction is that the birth rate will continue to fall but as with the last high in births which was

not as high as the peak in 1991; the low may not be as low as it was in 2002. In effect, the curve is flattening out.

- 6.2 Should this pattern continue, the need to increase primary school places diminishes but it increases in secondary schools as the rise in the population moves through primary schools. **Appendix 4** of this report resumes this discussion in much greater detail.

7. NEXT STEPS

- 7.1 All admission authorities are required to determine their admission arrangements by 28 February 2016 and a copy must be submitted to the Council. All admission arrangements must be published on the Council website by 15 March 2016 together with notice informing members of the public that they may write to the Schools Adjudicator by 15 May should they have objections to the arrangements.
- 7.2 The 2014 School Admission Code requires the Local Authority to refer an objection to the Schools Adjudicator, if it is of the view that the admission arrangements determined by other admission authorities are unlawful. The Local Authority must also make a report to the Schools Adjudicator about the admission arrangements of schools in the area by 15 May each year. This report must include information about how admission arrangements in the area serve the interests of looked after children; children with disabilities and children with special educational needs; an assessment of the effectiveness of Fair Access Protocols; the number and percentage of lodged and upheld parental appeals and any other issues the local authority may wish to include.
- 7.3 The determined admission arrangements of all Academies and Voluntary Aided schools will be reviewed in light of comments sent as part of the consultation and at that point a decision will be made about referrals to the School Adjudicator if it is felt that any arrangements do not comply with the Code.

8. RECOMMENDATIONS

- 8.1 As set out on the front page of this report.

APPENDIX 1

TAMESIDE MBC COMMUNITY AND VOLUNTARY CONTROLLED PRIMARY AND JUNIOR SCHOOLS PROPOSED PUBLISHED ADMISSION NUMBERS - 2017 ENTRY

MOSSLEY

School	Current Published Admission number	Proposed Published Admission Number
Livingstone Primary School	20	30
Milton St John's CofE Primary School	60	30



Jonathan Reynolds MP

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SI to draft

Cllr Kieran Quinn
Executive Leader, Tameside MBC
Dukinfield Town Hall
King Street
Dukinfield
SK16 4LA



9th October 2015

Dear Kieran

I am writing to express my very serious concerns regarding the new secondary school admission criteria that Tameside is proposing to adopt.

You will be aware that this will create a situation whereby, in the admission criteria, pupils at an allocated 'feeder' primary school will be given priority over those allocated simply on distance. As I said at the recent schools summit, I see no advantage in this. To be successful, we should be looking to attract as many people as possible to live, work and study in Tameside. If people from other boroughs wish to educate their children in Tameside, we should welcome this - and the additional funding it would bring into our schools.

However, my main objection is that if the policy is designed to favour Tameside residents for Tameside schools, then it is already proving counterproductive. I have two constituent cases which illustrate this. Firstly [redacted] [redacted] where they used to live). It cannot be right that, due to our administrative criteria, their children will have to move to a different primary school for their last year of primary education in order to stand a chance of getting into their local school. Secondly, [redacted] (again, where they used to live). Under this system their designated secondary school will be Longdendale, when understandably they now wish to go to Alder.

I cannot see how there will be any advantage in these new proposals, either to Tameside as an education authority or to the parents who will find it grossly inflexible. We stand to risk adversely affecting many children's education by forcing

them to spend their last year of primary school in an entirely new environment, with all the disruption and impact on attainment that will occur.

I strongly request that this decision be reconsidered and that, in line with our neighbouring authorities, we adopt a straightforward system based on distance.

With best wishes,

Yours sincerely



Jonathan Reynolds MP

cc: Steven Pleasant

Councillor Ged Cooney
Executive Member, Learning Skills & Economic Growth
The Cabinet Office
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By email: jonathan@jonathanreynolds.org.uk
JONATHAN REYNOLDS MP
HYDE TOWN HALL
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HYDE
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Dated: 22 October 2015

Dear Jonathan,

Schools Admission Policy

Thank you for your letter addressed to Cllr Quinn, the Executive Leader dated the 9 October 2015 and received on the 19 October 2015.

Your concerns have been passed to me to respond to as the Executive Member with responsibility for Education and in particular in respect of your concerns regarding the oversubscription criteria for Secondary Schools.

Whilst I agree there may be cases where the current arrangements do not favour particular individual family circumstances, for example where a family decide to move to Tameside but their children continue to be educated at a school outside of the Borough, on the whole the arrangements have been put in place for the benefit of Tameside families.

The need to do this has been recognised and supported by the Office of the Schools Adjudicator with whom the proposals were discussed in advance of any consultation being undertaken and further to taking senior counsel's advice, before the Council made a decision to implement new arrangements required to comply with legislation to continue to ensure that the Council acts fairly and lawfully and in the interests of parents and their children who live in the Borough.

You will be aware that we carried out a consultation earlier in the year on changes to the admission arrangements for September 2016. This followed a referral to Office of the School Adjudicator by a resident of the borough. The referral was made as the resident is in similar circumstances to one of the cases you describe i.e. living in Tameside but attending a primary school outside the borough.

Following the referral, senior officers met with a School Adjudicator and this also prompted a review of Tameside's secondary school admission criteria to ensure in balancing the needs of children in the Borough we remained compliant with the School Admissions Code, which had been revised.

There was no statutory requirement to consult. However, the Council did so to be transparent and open about how it was intending to achieve the best outcome for families of the borough.

Subsequently, in June, the Executive Cabinet considered a report (**Appendix 2 refers**) that outlined a proposal to review oversubscription criterion 4, '*attendance at a Tameside primary school*' to ensure we comply with the School Admissions Code.



The report outlined the rationale for this criterion and considered various alternatives to ensure the Council complied with the revised Code. The alternatives discussed included moving to a distance based criterion; a geographical priority area criterion and a feeder school criterion together.

Following a public consultation, the Council determined that a move to partner primary schools was the only viable oversubscription criteria for community secondary schools in Tameside.

In your letter, you say that all children who wish to attend a school in Tameside should be welcomed. We agree it is a good thing that many out of borough parents request a place at a school in Tameside and is testament to the high standards at many of our secondary schools.

You will be aware that at last full Council meeting, I asked Council to acknowledge that credit must go to the headteachers, teachers, support staff at our schools, the parents and carers, as well the young people themselves, who have all worked incredibly hard over the past twelve months on achieving the Borough's best ever GCSE results.

In particular, St. Damian's RC Science College was the best performing school in the borough with 79% of students achieving 5 A* to C, including English and Maths. Fairfield High School for Girls has a success rate of 77%, a rise of 6% on last year's results. Audenshaw achieved a rate of 71%, a rise of 8% on last year. Additionally three schools improved performance by over 10% points – St. Damian's, Longdendale and Copley.

As a result of this Tameside's had the most improved results in Greater Manchester, making them more popular and hence the need for fair and transparent oversubscription criteria.

Nevertheless, whilst welcoming all children who apply to attend or schools has to be balanced against our statutory responsibility to be in a position to provide sufficient and adequate school places for all eligible Tameside children.

In deciding on our oversubscription criteria we considered at length a range of factors. The map at **Appendix 1** to this letter shows the distribution of high schools across the borough and illustrates the issue that the borough has wrestled with during its whole 40 year history in terms of ensuring that there are enough places for Tameside residents.

As can be seen, ten of the fifteen high schools are close to the border of the local authority boundaries. Of the five schools in the middle of the borough, one is a single sex school for boys (West Hill School), one is a Roman Catholic school (All Saints Catholic College) and one is an academy (Copley High School).

As you state a distance based criteria would be the simplest criterion to implement. However, the evidential basis shows that in parts of Ashton, Dukinfield and Hattersley, pupils would be unfairly disadvantaged in distance terms by pupils from outside the borough as the nearest community schools are some distance away.

Owing to the location of the Borough secondary schools, which are mainly on its boundaries, children from these areas will be displaced by children from neighbouring authority areas resulting in them being allocated the next nearest school with places available that is a much greater distance away than those living outside the borough would have to travel.

As I'm sure you would agree this would be a perverse outcome.

Accordingly, since 2003, the Council has had an admission criteria that gives preference to those children who attend Tameside Primary Schools. The Council has always maintained the view that the criterion does not give preference to children living within Tameside but to those choosing to attend and receive their primary education in the Borough, which is different.

This arrangement helps to ensure that children living in the Borough are not unfairly disadvantaged when applying for places in community high schools compared with children living in the local authority areas, which border it. The admission arrangements are well known and established and parents in neighbouring districts can choose whether to send their children to Tameside primary schools.

Importantly, given some of the educational issues that Children in the Borough face it has been regarded as a key requirement to raising standards that schools in the borough work in clusters so that they can ensure there is a seamless transition between primary and secondary education and why it is important to us that we maintain that continuity by giving preference to those pupils whose parents choose to send them to our primaries.

Indeed, you will recall at the time this last created significant issues for Tameside Families in Hattersley, you were a Longdendale Councillor and aide to your predecessor James Purnell, who supported the Council in 2007 to vary its admission arrangements in 2007 and increased the published admissions numbers at Alder and Longdendale so as to ensure that children resident in the Hattersley area were allocated a school place that was a reasonable travelling distance from home (either Alder or Longdendale) rather than the next nearest school with places available which, at the time, was Two Trees, Denton. For these pupils, the journey to school would have necessitated two bus journeys each way and passing closely to three community schools. These pupils had been displaced by pupils who lived closer to the schools but were Derbyshire residents.

The Council has therefore for more than a decade had arrangements in place that give Tameside children who choose to attend our primaries an advantage over those applying from outside of the Borough who may be live closer to the High Schools but who have not attended a Tameside Primary School.

Our policy over this period has been subject to review on a number of occasions by the Schools Adjudicator and the Local Government Ombudsman and on every examination and adjudication has been determined to be fair, lawful and in the interests of Tameside families.

However, the legal framework changed which meant that the Council could no longer retain the existing arrangements of having all Tameside Primary Schools as feeder schools for all Secondary Schools for 2016 admissions. The reasons for this are clearly and comprehensively set out in the public reports which went to councillors.

To have an oversubscription criterion based solely on distance would not be viable, because the number of pupils outside the borough admitted on the distance criterion could mean that pupils inside the borough would be left without school places.

This perverse circumstance can never be an acceptable state of affairs to a Tameside Councillor in addressing their statutory duty.

Indeed, in her determination on the referral, the School Adjudicator recognised the unique issues that we have faced in balancing our statutory duties with the need to ensure a fair and transparent admissions system and in particular, I refer you to her report (**Appendix 3** refers) where she comments:

"20. I have studied the map of the LA and its schools and it is clear that the six community schools covered by this determination are geographically located in the outer areas of the LA and four of them are close to boundaries with other LAs. These four schools are located in the north east, east, south and south west of the LA. There are major urban conurbations located in the centre, the west and the north west of the LA. At the meeting on the 18 June the LA identified a number of areas of social deprivation in the LA including some based in the centre, the west and the North West. A major concern for the LA is that

in several of these deprived areas children may live further away from all LA secondary schools than children who live in the bordering LAs.

21. *I have also studied the admission arrangements for schools and authorities which border the LA and have found that catchment areas and/or feeder school systems are in place. Children living in bordering LAs have an automatic priority within these systems for their local school. The result of a successful cross boundary application may mean that should a pupil resident in the LA be unsuccessful in an application to an LA school then the next available secondary school place out of the LA might be an unreasonable distance from home."*

Consequently, the Council had choices to make following the change in national policy, which meant the Tameside approach of all Tameside primary schools being feeder schools for all Tameside high Schools was no longer lawful.

The Council took external counsel advice and considered all options as well as discussing the options at length with the Office of the School Adjudicator before consulting on an options which we accept does not meet the needs of all but seeks to ensure that the significant majority of Tameside families are not disadvantaged.

Accordingly, following consultation the Council's policy was agreed at Cabinet on the 26 August 2015 (Appendix 4 refers) , and approved by the whole Council on the 29 September 2015 without objection or adverse comment.

You also say in your letter that you are aware of some parents who have moved to another part of the borough but have chosen to leave their child in their existing primary school.

Unfortunately, any oversubscription criteria will necessitate parents making choices, for example, in some other local authority areas that have catchment areas and parents will make decisions about where they live. The reason for an oversubscription criteria is because we cannot meet everyone's choices so we have a legal duty to discriminate on a fair basis.

We want all our high schools to be good or outstanding schools and we are working in partnership with schools to achieve this so that parents are happy for their children to attend all of our high schools.

The proposed list of partner primary schools was drawn up in consultation with secondary headteachers and was based on current curriculum links to ensure that we met the new legal criteria.

However, parents are free to respond to the current consultation to make suggestions on how the list of partner primary schools could be expanded to meet specific needs. Details of how to respond to the consultation can be found on the School Admissions pages of our website <http://www.tameside.gov.uk/schools/admissions/1718/consultation>.

Parents have a right to complain to the Office of the Schools Adjudicator if they believe our criteria is fair and unlawful.

Additionally, if parents are unsuccessful in being allocated a place at their preferred school, they have a statutory right to appeal that decision to the Independent Appeal Panel and/or the Local Government Ombudsman.

Clearly, Tameside Councillors have a statutory duty to do the best for the children of Tameside, and I believe we have done everything we can to ensure that we continue to do this in the face of

change of the legal framework to ensure that we do not end up with perverse outcomes for the children of this borough.

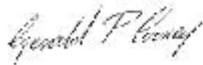
I'm pleased to say that The Office of Schools Adjudication agrees that we have achieved that in the circumstances.

As with everything we do we will continue to consult and keep the arrangements under review.

I hope this letter goes some way to explaining the complexities of the school admissions situation and I can assure you that the elected members of the Council considered a wide range of alternatives before making their decision in respect of the current arrangements in the interests of children of the borough, where our duty lies first and foremost.

That said I will also ensure that your letter is included in the current consultation on admission arrangements.

Yours sincerely,



Councillor Gerald P Cooney
Executive Member – Learning Skills & Economic Growth

APPENDIX 3

PROPOSED ADMISSION ARRANGEMENTS FOR TAMESIDE COMMUNITY AND VOLUNTARY CONTROLLED PRIMARY SCHOOLS 2017/18 ACADEMIC YEAR

1 INTRODUCTION

- 1.1 These arrangements apply to the admission of children to Tameside community and voluntary controlled primary schools (with the exception of Stalyhill Junior School) in the normal admissions round for the academic year 2017/18. Tameside will operate an equal preference scheme. These arrangements do not apply to those being admitted for nursery provision including nursery provision delivered in a co-located children's centre.
- 1.2 Children in Tameside are eligible for a Reception place from the beginning of the school year in which they become 5 years old. However they do not become of compulsory school until the start of the term after their fifth birthday. Parents may therefore request that their school place be deferred until later in the school year and if they do this the place will be held for the child. However they cannot defer entry beyond the beginning of the term after the child's fifth birthday. Parents of summer born children can request that their child is placed outside their age range if they feel that their child will not be ready for school. Parents can also request that their child attends on a part time basis until the child reaches compulsory school age.
- 1.3 Parents of children who are admitted for nursery provision must apply for a place at the school if they want their child to transfer to the reception class; attendance at a nursery or co-located children's centre does not guarantee admission to the school.

2 APPLYING FOR A PLACE IN A TAMESIDE COMMUNITY AND VOLUNTARY CONTROLLED PRIMARY SCHOOL SEPTEMBER 2017

- 2.1 If you are a Tameside resident you must make your application to Tameside Local Authority, even if you wish your child to attend a school in another Local Authority area. You should put your child's name down at any Tameside primary school by the beginning of **October 2016**.
- 2.2 Tameside primary schools will forward details of all the children who have been registered with them to the Local Authority Admissions Team, who will send out details of how to apply in November 2016. Details will include where to view Starting Out and a letter explaining how to make your application. You should use your application to apply for any primary school, whether this is in Tameside or in another Local Authority area. Application details may also be obtained from the School Admissions Section at Tameside MBC. Starting Out will be available on Tameside's website. NB: Each school application should be discussed with all parents and carers of the child, and only one application may be submitted for each child.
- 2.3 The local authority may verify information you provide on your application, which could involve contacting other departments of the local authority. In instances where the information provided is different from that held by them, they may use the information on the application to investigate further. If false or misleading information is given, Tameside local authority has the right to withdraw the offer of a school place.
- 2.4 If you are not a Tameside resident you must make your application to the Local Authority where you live, even if you wish your child to attend a Tameside school. Applications must

be returned in accordance with your own local authority's specific instructions and not to Tameside.

3 THE PROCESS

- 3.1 The application will invite parents to indicate a preference for up to 6 schools, and then to rank the schools in order of preference, parents will also be able to give reasons for each preference.
- 3.2 Your application must be submitted by the closing date of **15 January 2017**, with any supporting information / evidence if appropriate.
- 3.3 The council will follow the timetable set out in the coordinated admissions scheme. Late applications will be dealt with as late and ranked after all applications received by the deadline.
- 3.4 Changes to preferences, ranking order, or pupil details, will not be allowed after the closing date of **15 January 2017**, except in exceptional circumstances, for example, if the family has recently moved address. Evidence must be provided to support the request. An intention to change address cannot be considered by the local authority until the move has actually taken place and proof is available, or parents may provide a solicitor's letter confirming an exchange of contracts on a property, or a tenancy agreement and proof of disposal of current property. No changes can be considered even where there are exceptional circumstances, once information has been exchanged with other admission bodies because the allocations process has commenced. In the case of primary schools this cut-off date is the **10 February 2017**.
- 3.5 Notification of offers of a single school place will be sent out to parents on **17 April 2017**. These notifications will also inform parents of their right of appeal, and who to contact, if an application has not been successful.
- 3.6 Parents will not receive multiple offers.

4 PUBLISHED ADMISSION NUMBERS FOR TAMESIDE COMMUNITY AND VOLUNTARY CONTROLLED PRIMARY SCHOOLS

- 4.1 A list of all Tameside community and voluntary controlled primary schools, with their respective Published Admission Numbers, can be found here: <http://www.tameside.gov.uk/schools/admissions/1718>
- 4.2 Where applications for admission to any school exceed the number of places available, the following criteria will be applied, in the order set out below, to decide which children to admit.

5 CRITERIA FOR ALLOCATING PLACES TO OVERSUBSCRIBED SCHOOLS

- 5.1 Children with statements of special educational needs where the school is named will be allocated places before the oversubscription criteria are applied. The criteria for oversubscription for community and voluntary controlled primary schools are:
 1. **Looked after Children or children who have previously been looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order.**

A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989)

2. Children and families with exceptional medical or social needs

Written evidence must be provided by a suitably qualified professional – e.g. a GP or consultant for medical needs, or a social worker for social needs – the information must confirm the exceptional medical or social need and demonstrate how the specified school is the only school that can meet the defined needs of the child. A panel of officers from Tameside MBC will make a decision as to whether to admit a child under this criterion, using the evidence provided. Parents/carers are responsible for providing all information in support of an application by the closing date, officers of the Council will not ask for additional information. All information provided will be treated in the strictest confidence.

3. Sibling

This will apply where there are brothers or sisters attending the school or the linked junior school at the time of application, who will still be attending at the time of admission, i.e. in the September when a pupil is admitted to Reception. Preference will be given to pupils living nearest to the school.

The sibling criterion includes; natural sisters/brothers; half sisters/brothers; step sisters/brothers; adopted sisters/brothers; sisters/brothers of fostered children; children of the parent/carer's partner, and in each case living at the same address. This allows for the admittance of children whose siblings will still be attending the preferred school.

4. All other applications on distance

Preference will be given to pupils living nearest to the school taking into account ease of access to and distance from alternative schools.

Ease of access will be considered when parents provide details of particular reasons that mean their child could reach their nearest school but will have a disproportionately long journey to another school if denied admission to their nearest school. Details must be provided in with the application.

Distance will be measured as a straight line from the child's home address, using the address point assigned by the National Land and Property Gazetteer, to the main gate to the school property. Measurements will be made using the local authority's school admissions data mapping software, which uses a Geographical Information System based on Ordnance Survey.

- 5.2 Where oversubscription occurs in applying either criteria 1, 2 or 3, priority will be given to those pupils living nearest the school, measured as a straight line (as above).
- 5.3 The address from which distance will be measured will be the permanent residential address, at the time of application, of the parent with whom the child is normally resident. Where a child lives with parents with shared responsibility, each for part of a week, the home address is the address from which the child travels to school for the majority of school days per week.
- 5.4 In the event of distances being the same for 2 or more applications where this distance would be the last place/s to be allocated, the place will be allocated to the pupil that is nearer using walking distance as measured using the local authority's school admissions data mapping software.

- 5.5 An adoption order is an order under section 46 of the Adoption and Children Act 2002. A 'child arrangements order' is as an order settling the arrangements to be made as to the person with whom the child is to live under section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).
- 5.6 In cases where twins, triplets, or other multiple birth siblings are split when allocations take place, they will be allocated a place over the Published Admission Number and will remain excepted pupils for the time they are in an infant class or until the class numbers fall back to the current infant class size limit.

6 SUMMER BORN CHILDREN

- 6.1 In December 2014, the government revised statutory guidance to help admission authorities deal with parental requests for summer born children to be admitted out of their normal age group.
- 6.2 School admission authorities are required to provide for the admission of all children in the September following their fourth birthday, but flexibilities exist for children whose parents do not feel they are ready to begin school before they reach compulsory school age.
- 6.3 Where a parent requests their child is admitted out of their normal age group, the admission authority is responsible for making the decision on which year group a child should be admitted to. They are required to make a decision on the basis of the circumstances of the case and in the best interests of the child concerned.
- 6.4 There is no statutory barrier to children being admitted outside their normal age group, but parents do not have the right to insist that their child is admitted to a particular age group.
- 6.5 A parent who chooses not to send their summer born child to school until they have reached compulsory school age may request that their child is admitted outside their normal age group - to reception rather than year 1.
- 6.6 Parents should submit reasons for requesting admission for their child outside of the normal age range together with their application. The online application provides space to do this and you should also submit views of medical professionals as necessary. A decision will be made taking account of parents' wishes, information about the child's academic, social and emotional development; and whether they have previously been educated outside their normal age group. Each request will be treated on an individual basis having regard to the views of an educational professional who will be involved in educating the child.
- 6.7 Each request and the evidence provided will be considered by a panel of officers from Tameside MBC who will make a decision on the parental request, using the evidence provided. Parents/carers are responsible for providing all information in support of an application by the closing date, officers of the Council will not ask for additional information. All information provided will be treated in the strictest confidence.

7 IN YEAR TRANSFERS

- 7.1 Parents wishing to apply for an in year transfer to a school in Tameside should apply using the Common Transfer Application Form. The Common Transfer Application Form can be obtained from the Headteacher of the school the child currently attends, if in Tameside or it can be downloaded from the Tameside Council website: www.tameside.gov.uk/admissions.
- 7.2 Forms should be fully completed and submitted with any additional/supplementary

documentation/evidence to the School Admissions Team to enable their application to be considered as quickly as possible.

- 7.3 If you want to transfer your child to a school in Tameside, you must apply through Tameside Council even if you live in another area. If you want to apply for a school in another area, you will need to contact that area for further details of what you need to do.
- 7.4 If a place is available in the requested year group, parents will normally be offered that place but there are some exceptions (see Fair Access Protocol section).
- 7.5 Parents will receive an offer of a school place through Tameside Council and this can take up to 20 school days.

8 CHILDREN OF UK SERVICE PERSONNEL (UK ARMED FORCES)

- 8.1 Where an application is received from families of service personnel with a confirmed posting to the Borough or from crown servants returning from overseas to live in the Borough and is supported by an official letter that declares a relocation date and a Unit postal address or quartering area address, the Council will allocate a place in advance of the family arriving in the borough when considering the application against the oversubscription criteria.

9 IN YEAR FAIR ACCESS PROTOCOL

- 9.1 All local authorities have a Fair Access Protocol for in year transfers that ensures the speedy admission of pupils who may experience difficulty in being allocated a school place, for example, if they have been out of school for a long period of time. With specific short term exceptions, all schools in Tameside are participants in the protocol, which may result in schools admitting pupils over their published admission number. Full details of the In Year Fair Access Protocol can be found on the Council's website <http://www.tameside.gov.uk/schools/primarytransfers>

10 WAITING LISTS

- 10.1 If any school is oversubscribed the admission authority will maintain a waiting list. The waiting list will operate until the end of the relevant school year (or longer if specified in the admission arrangements for individual schools). Parents who have expressed the school as a preference and have not been offered a place at the school, or at a higher preference school, will automatically be placed on the waiting list. All pupils on the waiting list will be ranked according to the oversubscription criteria. When a place becomes available children who have been referred under the local authority's Fair Access protocol or who is the subject of a direction by the local authority to admit will be given precedence over any other children on the waiting list. Then any places will be offered to the highest ranked application received by the date the place becomes available. If new or late applications have a higher priority under the oversubscription criteria, they will be ranked higher than those who have been on the list for some time. If the circumstances of children on the waiting list change (eg they move house) they should inform the admission authority immediately and provide appropriate supporting evidence).

11 APPEALS

- 11.1 Any parent who is refused admission to a preferred school has the right of appeal to an Independent Appeals Panel. For pupils with a statement of Special Educational Needs or

Educational Care and Health Plan, an appeal can be made to the First Tier Tribunal (Special Educational Needs and Disability) (details are included in the Statement or ECH Plan).

- 11.2 Parents, who wish to appeal against the decision of the local authority to refuse admission to a preferred school, should do so in writing, setting out clearly why your child should go to that particular school. Information about appeals will be sent out with the allocation letter and can also be found on the School Admissions webpage <http://www.tameside.gov.uk/schools/admissions..>
- 11.3 The Appeals Panel will:
- be independent of the school and the LA;
 - give the appellant, who may be accompanied by a friend or be represented, the opportunity to make oral representation;
- 11.4 The Local Authority will:
- give the appellant at least ten school days notice of the time and place of the hearing;
- 11.5 The clerk will:
- send the appeal papers to the appellant at least seven working days before the hearing.
- 11.6 The appeal shall be decided by a simple majority of the votes cast, the chairman of the panel having a casting vote.
- 11.7 The decision of the Appeals Panel and the grounds on which it was made shall be communicated by the Clerk in writing to the appellant. That decision shall be binding on all parties. Subject to the above conditions, all matters of procedure shall be determined by the local authority.

PROPOSED ADMISSION ARRANGEMENTS FOR STALYHILL JUNIOR SCHOOL 2017/18 ACADEMIC YEAR

1 INTRODUCTION

- 1.1 These arrangements apply to the admission of children, currently attending an Infant School, to Stalyhill Junior School in the normal admissions round for the academic year 2017/18.

2 PUBLISHED ADMISSION NUMBER FOR STALYHILL JUNIOR SCHOOL

- 2.1 The Published Admission Number for entry in September 2017 is 60.

3 APPLYING FOR A PLACE AT STALYHILL JUNIOR SCHOOL SEPTEMBER 2017

- 3.1 If your child attends Stalyhill Infant School, you will receive an application form - the Common Application Form Junior - from the Infants School in December 2016. The Common Application Form Junior can also be obtained from the School Admissions Section at Tameside MBC. NB: Each school application should be discussed with all parents and carers of the child, and only one application may be submitted for each child.
- 3.2 The Local Authority may verify information you provide on the form, which could involve contacting other departments of the Local Authority. In instances where the information provided is different from that held by them, they may use the information on this form to investigate further. If false or misleading information is given, Tameside Local Authority has the right to withdraw the offer of a school place.

4 THE PROCESS

- 4.1 The application will invite parents to indicate a preference for the school.
- 4.2 Your application must be submitted by the closing date of **15 January 2017**, with any supporting information / evidence if appropriate.
- 4.3 Late applications will be dealt with as late and ranked after all applications received by the deadline.
- 4.4 Changes to pupil details, such as a change of address, cannot be considered after the closing date of 15 January 2017.
- 4.5 Notification of offers of a single school place will be sent out to parents on **17 April 2017**. These notifications will also inform parents of their right of appeal, and who to contact, if an application has not been successful
- 4.6 If parents at the named feeder school indicate that they wish their child to be considered for a place at another Tameside primary school for September 2017, they will be sent a transfer request form in May 2017. Completed forms should be returned to the Admissions Section by Friday 19 May 2017.

5 CRITERIA FOR ALLOCATING PLACES IF THE SCHOOL IS OVERSUBSCRIBED

5.1 Where applications for admission to the school exceed the number of places available, the following criteria will be applied, in the order set out below, to decide which children to admit. Children with statements of special educational needs where the school is named will be allocated places before the oversubscription criteria are applied. The criteria for over-subscription are:

- 1. Looked after Children or children who have previously been looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order.**

A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989).

- 2 Children who attend the named feeder school at the time of application**

Stalyhill Infant School is a feeder school for the purposes of these admission arrangements.

- 3 Children and families with exceptional medical or social needs**

Written evidence must be provided by a suitably qualified professional – e.g. a GP or consultant for medical needs, or a social worker for social needs – the information must confirm the exceptional medical or social need and demonstrate how the specified school is the only school that can meet the defined needs of the child. A panel of officers from Tameside MBC will make a decision as to whether to admit a child under this criterion, using the evidence provided. Parents/carers are responsible for providing all information in support of an application by the closing date, officers of the Council will not ask for additional information. All information provided will be treated in the strictest confidence.

- 4 Sibling:**

This will apply where there are brothers or sisters attending the school at the time of application, who will still be attending at the time of admission, i.e. in the September when a pupil is admitted to Year 3. Preference will be given to pupils living nearest to the school.

The sibling criterion includes; natural sisters/brothers; half sisters/brothers; step sisters/brothers; adopted sisters/brothers; sisters/brothers of fostered children; children of the parent/carer's partner, and in each case living at the same address. This allows for the admittance of children whose siblings will still be attending the preferred school.

- 5 All other applications on distance**

Preference will be given to pupils living nearest to the school.

Distance will be measured as a straight line from the child's home address, using the address point assigned by the National Land and Property Gazetteer, to the main gate to the school property. Measurements will be made using the Local Authority's school admissions data mapping software, which uses a Geographical Information System based on Ordnance Survey.

5.2 Where oversubscription occurs in applying either criteria 1, 2, 3 or 4, priority will be given to those pupils living nearest the school, measured as a straight line (as above).

5.3 The address from which distance will be measured will be the permanent residential address, at the time of application, of the parent with whom the child is normally resident.

Where a child lives with parents with shared responsibility, each for part of a week, the home address is the address from which the child travels to school for the majority of school days per week. If the number of days is exactly equal the home address will be that of the parent who receives the Child Benefit.

- 5.4 In the event of distances being the same for 2 or more applications where this distance would be the last place/s to be allocated, the place will be allocated to the pupil that is nearer using walking distance as measured using the local authority's school admissions data mapping software.
- 5.5 An adoption order is an order under section 46 of the Adoption and Children Act 2002. A 'child arrangements order' is as an order settling the arrangements to be made as to the person with whom the child is to live under section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).
- 5.6 In cases where twins, triplets, or other multiple birth siblings are split when allocations take place, they will be allocated a place over the Published Admission Number and will remain excepted pupils for the time they are in an infant class or until the class numbers fall back to the current infant class size limit.

6 SUMMER BORN CHILDREN

- 6.1 In December 2014, the government revised statutory guidance to help admission authorities deal with parental requests for summer born children to be admitted out of their normal age group.
- 6.2 School admission authorities are required to provide for the admission of all children in the September following their fourth birthday, but flexibilities exist for children whose parents do not feel they are ready to begin school before they reach compulsory school age.
- 6.3 Where a parent requests their child is admitted out of their normal age group, the admission authority is responsible for making the decision on which year group a child should be admitted to. They are required to make a decision on the basis of the circumstances of the case and in the best interests of the child concerned.
- 6.4 There is no statutory barrier to children being admitted outside their normal age group, but parents do not have the right to insist that their child is admitted to a particular age group.
- 6.5 A parent who chooses not to send their summer born child to school until they have reached compulsory school age may request that their child is admitted outside their normal age group - to reception rather than year 1.
- 6.6 Parents should submit reasons for requesting admission for their child outside of the normal age range together with their application. The online application provides space to do this and you should also submit views of medical professionals as necessary. A decision will be made taking account of parents' wishes, information about the child's academic, social and emotional development; and whether they have previously been educated outside their normal age group. Each request will be treated on an individual basis having regard to the views of an educational professional who will be involved in educating the child.
- 6.7 Each request and the evidence provided will be considered by a panel of officers from Tameside MBC who will make a decision on the parental request, using the evidence provided. Parents/carers are responsible for providing all information in support of an application by the closing date, officers of the Council will not ask for additional information. All information provided will be treated in the strictest confidence.

7 IN YEAR TRANSFERS

- 7.1 Parents wishing to apply for an in year transfer to a school in Tameside should apply using the Common Transfer Application Form. The Common Transfer Application Form can be obtained from the Headteacher of the school the child currently attends, if in Tameside or it can be downloaded from the Tameside Council website: www.tameside.gov.uk/admissions.
- 7.2 Forms should be fully completed and submitted with any additional/supplementary documentation/evidence to the School Admissions Team to enable their application to be considered as quickly as possible.
- 7.3 If you want to transfer your child to a school in Tameside, you must apply through Tameside Council even if you live in another area. If you want to apply for a school in another area, you will need to contact that area for further details of what you need to do.
- 7.4 If a place is available in the requested year group, parents will normally be offered that place but there are some exceptions (see Fair Access Protocol section).
- 7.5 Parents will receive an offer of a school place through Tameside Council and this can take up to 20 school days.

8 CHILDREN OF UK SERVICE PERSONNEL (UK ARMED FORCES)

- 8.1 Where an application is received from families of service personnel with a confirmed posting to the Borough or from crown servants returning from overseas to live in the Borough and is supported by an official letter that declares a relocation date and a Unit postal address or quartering area address, the Council will allocate a place in advance of the family arriving in the borough when considering the application against the oversubscription criteria.

9 IN YEAR FAIR ACCESS PROTOCOL

- 9.1 All local authorities have a Fair Access Protocol for in year transfers that ensures the speedy admission of pupils who may experience difficulty in being allocated a school place, for example, if they have been out of school for a long period of time. With specific short term exceptions, all schools in Tameside are participants in the protocol, which may result in schools admitting pupils over their published admission number. Full details of the In Year Fair Access Protocol can be found on the Council's website <http://www.tameside.gov.uk/schools/primarytransfers>

10 WAITING LIST

- 10.1 If Stalyhill Junior School is oversubscribed the Local Authority will operate a waiting list. The waiting list will operate until the end of the school year. Parents who have expressed the school as a preference and have not been offered a place will automatically be placed on the waiting list. All pupils on the waiting list will be ranked according to the oversubscription criteria. The Local Authority will offer places, should any become available, to the highest ranked applications received by the date the place becomes available. If new or late applications have a higher priority under the oversubscription criteria, they will be ranked higher than those who have been on the list for some time. A significant change of circumstances, such as a change of address, will be taken into account: evidence must be provided. Children who have been referred under the local authority's Fair Access protocol or who are the subject of a direction by the local authority to admit must be given precedence over any other children on the waiting list.

11 APPEALS

- 11.1 Any parent who is refused admission to a preferred school has the right of appeal to an Independent Appeals Panel. For pupils with a statement of Special Educational Needs or Educational Care and Health Plan, an appeal can be made to the First Tier Tribunal (Special Educational Needs and Disability) (details are included in the Statement or ECH Plan).
- 11.2 Parents, who wish to appeal against the decision of the local authority to refuse admission to a preferred school, should do so in writing, setting out clearly why your child should go to that particular school. Information about appeals will be sent out with the allocation letter and can also be found on the School Admissions webpage <http://www.tameside.gov.uk/schools/admissions..>
- 11.3 The Appeals Panel will:
- be independent of the school and the LA;
 - give the appellant, who may be accompanied by a friend or be represented, the opportunity to make oral representation;
- 11.4 The Local Authority will:
- give the appellant at least ten school days notice of the time and place of the hearing;
- 11.5 The clerk will:
- send the appeal papers to the appellant at least seven working days before the hearing.
- 11.6 The appeal shall be decided by a simple majority of the votes cast, the chairman of the panel having a casting vote.
- 11.7 The decision of the Appeals Panel and the grounds on which it was made shall be communicated by the Clerk in writing to the appellant. That decision shall be binding on all parties. Subject to the above conditions, all matters of procedure shall be determined by the local authority.

PROPOSED TAMESIDE COUNCIL NURSERY EDUCATION ADMISSIONS POLICY 2017 - 2018

1 INTRODUCTION

- 1.1 This policy was written with reference to Statutory Guidance for Local Authorities on 'Early Education and childcare. (September 2014) and applies to all community and voluntary controlled school maintained nurseries in Tameside. Governing bodies from these schools must follow this policy so as to ensure consistency for parents in applying for nursery places. The policy has been written in conjunction with headteachers from the Nursery Admissions Consultation Group.

2 PURPOSE

- To provide clear guidance for Governing Bodies on Nursery Admissions in all maintained nurseries.
- To ensure a consistent approach to Nursery Admissions throughout the authority

3 ENTITLEMENT TO NURSERY EDUCATION PLACES

- 3.1 All children are entitled to a free part-time nursery education place. That entitlement is from the term **after** their third birthday. However, provision is made by a range of providers and the local authority aims to provide places in the year before they enter Reception. Some places may be available for three year olds in the term after their 3rd birthday if there are places available.
- 3.2 Each child is entitled to a maximum of 15 hours free early years education per week from the term following their third birthday. This entitlement can be delivered flexibly by the school (where it is able to do so and in response to parental demand). If the free entitlement is taken flexibly, it must be no less than two and a half hours per session and no more than 10 hours per day. The full 15 hours entitlement should be over no fewer than 2 days.

4 ROLES AND RESPONSIBILITIES

4.1 The Local Authority will:

- distribute Tameside's policy for nursery admissions to all appropriate Governing Bodies;
- provide schools with a standard nursery admissions application form;
- disseminate information about nursery education providers via the Family Information Service;
- provide guidance and support for Governing Bodies offering Nursery provision;
- publish timescales for Nursery Admissions annually;
- measure distances by request (Please note a charge may apply).

4.2 The Governing Body / school should:

- keep a record of all parents expressing an interest in a nursery place for their child;
- send out application forms to parents of children, who have expressed an interest according to LA timescales;
- make it clear on all correspondence to parents that a place in nursery does not guarantee a place in Reception;
- inform parents in writing of an offer or a refusal according to LA timescales;

- provide copies of the following leaflets/factsheets to parents who have been refused a place:
 - Free entitlement funding - Directory
 - Admissions to Nursery Classes 2017/18
 - How to claim your free early education place

4.3 Parents / Carers are expected to:

- register their interest in a particular school by contacting that school;
- complete and return an application form according to given timescales;
- confirm acceptance of a place.

4.4 Additional Notes for Voluntary Aided Schools

This policy has been written in conjunction with headteachers from the Nursery Admissions Consultation Group. The Group included headteachers from voluntary aided primary schools. The recommendation from the Nursery Admissions Consultation Group was that voluntary aided schools should adopt Tameside Council Nursery Education Admissions Policy 2017 – 2018 in its entirety. This will ensure consistency for parents and carers when choosing a maintained nursery setting for their child as all schools will have the same admission criteria. It also maintains a separation between nursery and Reception provision.

4.5 Therefore, the Governing Bodies of voluntary aided schools must:

Either

formally adopt the Tameside Council Nursery Education Admissions Policy 2017 – 2018

or

formulate their own admissions policy which may include faith criteria

and

ensure that their nursery admissions policy complies with all relevant legislation including Statutory Guidance for Local Authorities on Early Education and Childcare, September 2014.

5 ALLOCATION OF NURSERY PLACES

5.1 Places will be allocated to Tameside residents who will be 4 years old between 1 September 2017 and 31 August 2018 in the first instance.

5.2 Places should be offered to children who will become 4 years old between 1st September 2017 and 31st August 2018 (and therefore born between 1st September 2013 and 31st August 2014).

5.3 Where a school receives less applications from Tameside residents who will be 4 years old between 1 September 2017 and 31 August 2018 than there are places available, all must be offered places. Where a school receives more applications from Tameside residents who will be 4 years old between 1 September 2017 and 31 August 2018 than there are places available the following over subscription criteria must be applied in order:

- 1. Children in Public Care (Looked After Children)**
- 2. Children with Exceptional Medical Needs or Home Circumstances and / or Special Educational Needs**

Written evidence must be provided from a doctor or other agency that he/she has exceptional needs which means that admission to a particular school nursery is essential. A panel of governors will make a decision as to whether to admit a child under this criteria using the evidence provided. All information provided will be treated in the strictest confidence.

It is anticipated that the total number of children allocated places according to these criteria would form only a small proportion of the total number of children attending the Nursery.

- 3. Siblings:** this will apply where the applicant is 4 years old by 31st August 2018 and has brothers or sisters attending the school at the time of application, who will still be attending at the time of admission. Within the sibling tiebreaker, preference will be given to pupils living nearest to the school.*

The sibling criterion includes; natural sisters/brothers; half-sisters/brothers; step sisters/brothers; adopted sisters/brothers; sisters/brothers of fostered children, and in each case living at the same address. This allows for the admittance of children whose siblings will still be attending the preferred school.

4. Age

Priority will be given to children in the following order:

- 1 Children who will be 4 years old by 31st December 2017
- 2 Children who will be 4 years old by 31st March 2018
- 3 Children who will be 4 years old by 31st August 2018

- 5.4 Where over subscription occurs in applying criteria 4.1, 4.2 or 4.3, a tiebreaker will be applied to all applications remaining within the criteria. Priority will be given to applicants who live closest to the school.
- 5.5 Distance will be measured as a straight line from the child's home address to the main gate to the school property using the LA's school admissions data mapping software, which uses a Geographical Information System based on Ordnance Survey.
- 5.6 The address from which distance will be measured will be the permanent residential address, at the time of application, of the parent with whom the child lives. Where a child lives with parents with shared responsibility, each for part of a week, the home address is the address from which the child travels to school for the majority of school days per week. If the number of days is exactly equal the home address will be that of the parent who receives the Child Benefit.
- 5.7 In the event of distances being the same for 2 or more applications where this distance would be the last place/s to be allocated, the place will be allocated to the pupil that is nearer using walking distance as measured using the local authority's school admissions data mapping software.

6 ALLOCATING PLACES TO TAMESIDE RESIDENT CHILDREN APPLYING AFTER THE MAIN ALLOCATION PROCEDURE HAS BEEN COMPLETED

- 6.1 Where a school still has nursery places available after the main allocation process has been completed, the Governing Body should offer places to subsequent applicants on a 'first come first served basis', as long as that child is of the correct age i.e. will become 4 years old between 1st September 2017 and 31st August 2018 (and therefore born between 1st September 2013 and 31st August 2014) and lives in Tameside. Should a Tameside resident parent request a place after the allocation process and the school has places available, a place should normally be offered.

7 WAITING LISTS

- 7.1 Where a school has allocated all its nursery places, it may operate a waiting list. If a place becomes available, it should be allocated to a child on the waiting list according to the over subscription criteria.

8 IF A SCHOOL STILL HAS NURSERY PLACES AVAILABLE AFTER THE SUMMER HALF TERM 2017, THE FOLLOWING WILL APPLY

- 8.1 Offering places to children who do not live in Tameside. Where a school still has nursery places available after the summer half term preceding the September that applicants wish to be admitted, these can be allocated to children who do not live in Tameside and who will become 4 years old between 1st September 2017 and 31st August 2018 (and therefore born between 1st September 2013 and 31st August 2014), according to the over subscription criteria.

9 IF A SCHOOL STILL HAS NURSERY PLACES AVAILABLE AFTER THE START OF TERM IN SEPTEMBER 2017, THE FOLLOWING MAY APPLY

- 9.1 Offering places to children who will become 3 years old between 1st September 2017 and 31st December 2017 who live in Tameside. The governing body may decide that it will offer empty places to Tameside resident pupils who will become 3 years old between 1st September 2017 and 31st December 2017 if there are still places available after the start of term in September 2017. Pupils will not be able to start in the nursery until the beginning of the term **after** they become 3 i.e. January 2018 at the earliest. Pupils accepted into the nursery in this category will not be required to apply for a place in September 2018 as they will automatically continue in the nursery. Places must be offered using similar criteria as for the main allocation:

1 Children in Public Care (Looked After Children)

2 Children with Exceptional Medical Needs or Home Circumstances and / or Special Educational Needs

3 Age

Children who will be 3 years old by 31st December 2017 to start in January 2018

Tiebreaker - Siblings and Distance

Where over subscription occurs in applying criteria 1, 2 or 3, a tiebreaker will be applied to all applications remaining within the criteria. Priority will be given to applicants who have a sibling in the school at the time of admission followed by applicants who live closest to the school.

10 IF A SCHOOL STILL HAS NURSERY PLACES AVAILABLE AFTER THE START OF TERM IN JANUARY 2018, THE FOLLOWING MAY APPLY

- 10.1 Offering places to children who will become 3 years old between 1st January 2018 and 31st March 2018 who live in Tameside. The governing body may decide that it will offer empty places to Tameside resident pupils who will become 3 years old between 1st January 2018 and 31st March 2018 if there are still places available after the start of term in January 2018. Pupils will not be able to start in the nursery until the beginning of the term **after** they become 3 i.e. after Easter 2018 at the earliest. Pupils accepted into the nursery in this category will not be required to apply for a place in September 2018 as they will automatically continue in the nursery. Places must be offered using similar criteria as for the main allocation:

- 1 Children in Public Care (Looked After Children)**
- 2 Children with Exceptional Medical Needs or Home Circumstances and / or Special Educational Needs**
- 3 Age**
Children who will be 3 years old by 31st March 2018 to start after Easter 2018

Tiebreaker - Siblings and Distance

Where over subscription occurs in applying criteria 1, 2 or 3, a tiebreaker will be applied to all applications remaining within the criteria. Priority will be given to applicants who have a sibling in the school at the time of admission followed by applicants who live closest to the school.

**PROPOSED ADMISSION ARRANGEMENTS FOR
TAMESIDE COMMUNITY HIGH SCHOOLS
2017/18 ACADEMIC YEAR**

1 INTRODUCTION

- 1.1 These arrangements apply to the admission of children to Tameside community high schools in the normal admissions round for the academic year 2017/18. Tameside will operate an equal preference scheme.

2 APPLYING FOR A PLACE IN A TAMESIDE COMMUNITY HIGH SCHOOL SEPTEMBER 2017

- 2.1 If you are a Tameside resident you must make your application to Tameside Local Authority, even if you wish your child to attend a school in another Local Authority area.
- 2.2 Tameside primary schools will forward details of children eligible to transfer to secondary school in September 2017 to the Local Authority Admissions Team, who will send out details of how to apply in September 2016. The pack will contain details of where to view Moving On and a letter explaining how to make your application. You should use your application to apply for any secondary school, whether this is in Tameside or in another Local Authority area. Application details may also be obtained from the Admissions Section at Tameside MBC. Moving On will be available on Tameside's website. NB: Each school application should be discussed with all parents and carers of the child, and only one application may be submitted for each child.
- 2.3 The local authority may verify information you provide on your application, which could involve contacting other departments of the local authority. In instances where the information provided is different from that held by them, they may use the information on this form to investigate further. If false or misleading information is given, Tameside local authority has the right to withdraw the offer of a school place.
- 2.4 If you are not a Tameside resident you must make your application to the Local Authority where you live, even if you wish your child to attend a Tameside school. Application forms must be returned in accordance with your own local authority's specific instructions and not to Tameside.

3 THE PROCESS

- 3.1 The application will invite all parents to indicate a preference for 6 schools, and to rank the schools in order of preference, giving reasons for each preference. In allocating places, Tameside will operate an equal preference scheme.
- 3.2 Your application must be submitted by the closing date of 31 October 2016, with any supporting information / evidence if appropriate.
- 3.3 The Council will follow the timetable set out in the coordinated admissions scheme. Late applications will be dealt with as late and ranked after all applications submitted after the deadline.
- 3.4 Changes to preferences, ranking order or pupil details, will not be allowed after the closing date of 31 October 2016 except in exceptional circumstances, for example, if the family has recently moved address. Evidence must be provided to support the request. An intention to change address cannot be considered by the local authority until the move has actually

taken place and proof is available, or parents may provide a solicitor's letter confirming an exchange of contracts on a property, or a tenancy agreement and proof of disposal of current property. No changes can be considered even where there are exceptional circumstances once information has been exchanged with the other admission bodies by the Council, because the allocations process has commenced. In the case of secondary schools this date is the 18 November 2016.

3.5 Notification of offers of a single school place will be sent out to parents on 1st March 2017. These notifications will also inform parents of their right of appeal, and who to contact, if an application has not been successful.

3.6 Parents will not receive multiple offers.

4 PUBLISHED ADMISSION NUMBERS FOR TAMESIDE COMMUNITY HIGH SCHOOLS

4.1 A list of all Tameside community high schools, with their respective Published Admission Numbers, can be found here: <http://www.tameside.gov.uk/schools/admissions/1718>

4.2 Where applications for admission to any school exceed the number of places available, the following criteria will be applied, in the order set out below, to decide which children to admit.

5 CRITERIA FOR ALLOCATING PLACES TO OVERSUBSCRIBED SCHOOLS

5.1 Children with statements of special educational needs where the school is named in the statement will be allocated places before the oversubscription criteria are applied. The criteria for over-subscription for community secondary schools are:

1 Looked after Children or children who have previously been looked after but immediately after being looked after became subject to an adoption, child arrangements, or special guardianship order.

A looked after child is a child who is (a) in the care of a local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services functions (see the definition in section 22(1) of the Children Act 1989)

2 Children and families with exceptional medical or social needs

Written evidence must be provided by a suitably qualified professional – e.g. a GP or consultant for medical needs, or a social worker for social needs – the information must confirm the exceptional medical or social need and demonstrate how the specified school is the only school that can meet the defined needs of the child. A panel of officers from Tameside MBC will make a decision as to whether to admit a child under this criterion, using the evidence provided. Parents/carers are responsible for providing all information in support of an application by the closing date, officers of the Council will not ask for additional information. All information provided will be treated in the strictest confidence.

3 Sibling:

This will apply where there are brothers or sisters attending the school at the time of application, who will still be attending at the time of admission, i.e. in the September when the pupil is admitted to Year 7. Preference will be given to pupils living nearest to the school.

The sibling criterion includes; natural sisters/brothers; half sisters/brothers; step

sisters/brothers; adopted sisters/brothers; sisters/brothers of fostered children; children of the parent/carer's partner, and in each case living at the same address. This allows for the admittance of children whose siblings will still be attending the preferred school. In cases where twins, triplets, other multiple birth siblings, or other siblings whose date of birth falls within the same academic year, are split when allocations take place, siblings will be offered a place at the same school which may not be a preference school named on the common application form.

4 Children attending the named partner primary school at the time of application. Preference will be given to pupils living nearest to the school.

Preference will be given to pupils living nearest to the school.

When a parent has moved from further than ½ mile to an address within ½ mile of a named partner school, whilst their child is in Year 5 or 6, and they have chosen to keep their child at their current primary school, this will be considered as an exceptional circumstance under criterion 4, provided details are given on the special circumstances form together with satisfactory evidence of the house move.

5. All other applications on distance

Preference will be given to pupils living nearest to the school.

- 5.2 Distance will also be used as a tie-breaker where oversubscription occurs within any of criteria 1 to 4. Preference will be given to pupils living nearest to the school.
- 5.3 Distance will be measured as a straight line from the child's home address, using the address point assigned by the National Land and Property Gazetteer, to the main gate to the school property. Measurements will be made using the local authority's school admissions data mapping software, which uses a Geographical Information System based on Ordnance Survey.
- 5.4 The address from which distance will be measured will be the permanent residential address, at the time of application, of the parent with whom the child is normally resident. Where a child lives with parents with shared responsibility, each for part of a week, the home address is the address from which the child travels to school for the majority of school days per week.
- 5.5 An adoption order is an order under section 46 of the Adoption and Children Act 2002. A 'child arrangements order' is as an order settling the arrangements to be made as to the person with whom the child is to live under section 8 of the Children Act 1989. Section 14A of the Children Act 1989 defines a 'special guardianship order' as an order appointing one or more individuals to be a child's special guardian (or special guardians).
- 5.6 In the event of distances being the same for 2 or more applications where this distance would be the last place/s to be allocated, the place will be allocated to the pupil that is nearer using walking distance as measured using the local authority's school admissions data mapping software.

6 IN YEAR TRANSFERS

- 6.1 Parents wishing to apply for an in year transfer to a school in Tameside should apply using the Common Transfer Application Form. The Common Transfer Application Form can be obtained from the Headteacher of the school the child currently attends, if in Tameside or it can be downloaded from the Tameside Council website: www.tameside.gov.uk/admissions.

- 6.2 Forms should be fully completed and submitted with any additional/supplementary documentation/evidence to the School Admissions Team to enable their application to be considered as quickly as possible.
- 6.3 If you want to transfer your child to a school in Tameside, you must apply through Tameside Council even if you live in another area. If you want to apply for a school in another area, you will need to contact that area for further details of what you need to do.
- 6.4 If a place is available in the requested year group, parents will normally be offered that place but there are some exceptions (see Fair Access Protocol section).
- 6.5 Parents will receive an offer of a school place through Tameside Council and this can take up to 20 school days.

7 IN YEAR FAIR ACCESS PROTOCOL

- 7.1 All local authorities have a Fair Access Protocol for in year transfers that ensures the speedy admission of pupils who may experience difficulty in being allocated a school place, for example, if they have been out of school for a long period of time. With specific short term exceptions, all schools in Tameside are participants in the protocol, which may result in schools admitting pupils over their published admission number. Full details of the In Year Fair Access Protocol can be found on the Council's website <http://www.tameside.gov.uk/schools/primarytransfers>

8 CHILDREN OF UK SERVICE PERSONNEL (UK ARMED FORCES)

- 8.1 Where an application is received from families of service personnel with a confirmed posting to the Borough or from crown servants returning from overseas to live in the Borough and is supported by an official letter that declares a relocation date and a Unit postal address or quartering area address, the Council will allocate a place in advance of the family arriving in the borough when considering the application against the oversubscription criteria.

9 WAITING LISTS

- 9.1 If any school is oversubscribed the admission authority will maintain a waiting list. The waiting list will operate until the end of the relevant school year (or longer if specified in the admission arrangements for individual schools). Parents who have expressed the school as a preference and have not been offered a place at the school, or at a higher preference school, will automatically be placed on the waiting list. All pupils on the waiting list will be ranked according to the oversubscription criteria. When a place becomes available children who have been referred under the local authority's Fair Access protocol or who is the subject of a direction by the local authority to admit will be given precedence over any other children on the waiting list. Then any places will be offered to the highest ranked application received by the date the place becomes available. If new or late applications have a higher priority under the oversubscription criteria, they will be ranked higher than those who have been on the list for some time. If the circumstances of children on the waiting list change (eg they move house) they should inform the admission authority immediately and provide appropriate supporting evidence).

10 APPEALS

- 10.1 Any parent who is refused admission to a preferred school has the right of appeal to an Independent Appeals Panel. For pupils with a statement of Special Educational Needs or Educational Care and Health Plan, an appeal can be made to the First Tier Tribunal (Special Educational Needs and Disability) (details are included in the Statement or ECH Plan).
- 10.2 Parents, who wish to appeal against the decision of the local authority to refuse admission to a preferred school, should do so in writing, setting out clearly why your child should go to that particular school. Information about appeals will be sent out with the allocation letter and can also be found on the School Admissions webpage <http://www.tameside.gov.uk/schools/admissions>.
- 10.3 The Appeals Panel will:
- be independent of the school and the LA;
 - give the appellant, who may be accompanied by a friend or be represented, the opportunity to make oral representation;
- 10.4 The Local Authority will:
- give the appellant at least ten school days notice of the time and place of the hearing;
- 10.5 The clerk will:
- send the appeal papers to the appellant at least seven working days before the hearing.
- 10.6 The appeal shall be decided by a simple majority of the votes cast, the chairman of the panel having a casting vote.
- 10.7 The decision of the Appeals Panel and the grounds on which it was made shall be communicated by the Clerk in writing to the appellant. That decision shall be binding on all parties. Subject to the above conditions, all matters of procedure shall be determined by the local authority.

**PROPOSED PARTNER PRIMARY SCHOOLS FOR
TAMESIDE COMMUNITY HIGH SCHOOLS
SEPTEMBER 2017**

Community High Schools					
Alder Community High School	Astley Sports College and Community High School	Denton Community College	Hyde Community College	Longdendale High School	Mossley Hollins High School
Arundale	Bradley Green	Audenshaw	Arundale	Arundale	Buckton Vale
Bradley Green	Broadbent Fold	Corrie	Bradley Green	Bradley Green	Livingstone
Discovery Academy	Lyndhurst	Dane Bank	Broadbent Fold	Broadbottom CofE	Micklehurst
Dowson	Oakfield	Denton West End	Discovery Academy	Discovery Academy	Milton St John's CofE
Gee Cross Holy Trinity	Ravensfield	Greswell	Dowson	Dowson	St George's CofE
Godley	St John's CofE	Linden Road	Flowery Field	Godley	St Joseph's RC
Greenfield	St Mary's RC (Dukinfield)	Manor Green	Gee Cross	Gorse Hall	St Raphael's RC
Leigh	Yew Tree	Poplar Street	Godley	Greenfield	Millbrook
Mottram CofE		Russell Scott	Greenfield	Hollingworth	
Pinfold		St Anne's CofE	Leigh	Mottram CofE	
St George's CofE Hyde		St Stephen's CofE	Linden Rd	Pinfold	
St James' RC Hyde			Oakfield	St James' RC Hyde	
St Paul's RC Hyde			Pinfold	St Paul's RC	
Stalyhill Juniors			St George's CofE Hyde	Stalyhill	
St Anne's Denton			St Paul's RC Hyde	Yew Tree	
St John Fisher RC					
Broadbottom Primary					

APPENDIX 4

SCHOOL ORGANISATION AND PLANNING 2016-18 DISCUSSION PAPER – February 2016

1 CONTEXT

- 1.1 All local authorities have a statutory duty to ensure that there are sufficient school places to meet demand in its area. These may be school places available at provision maintained by the local authority, academies, or other non-maintained schools. In order to carry out this statutory duty, Councils need to carry out school place planning and forecasting.
- 1.2 The statutory framework for schools and academies has undergone much change in recent years and with increasing school autonomy a planning mechanism with strong local knowledge is needed to ensure that funding to secure sufficient school places is allocated effectively and efficiently.
- 1.3 Planning for fluctuations in demand for school places is an important function which needs to be carried out at a local level and will differ depending on the phase of learning, for example, pupils will travel further to secondary schools than primary schools and the compact geography of the borough means that place planning can happen at a level higher than wards or towns. So Tameside uses planning areas that fit the geography of the borough but also travel to learn patterns.
- 1.4 School place planning is a complex process, that takes account a range of factors including the number of births in the borough, in year movement and cohort survival rates as well as parental preference and planned housing development. With rapid shifts in economic conditions for families and changing patterns of migration, planning for basic need requires a proactive approach to best respond to both short and medium term demand for places.

2 FACTORS AFFECTING DEMAND

- 2.1 The main factors affecting demand for school places are birth rates, in year movement within and without the borough, cross border travel of pupils into schools in other local authorities and equally pupils travelling to schools in Tameside from other boroughs, housing developments and availability of social housing and parental preference. Many of these are subject to quite short-term uncertainty and are difficult to plan for on a long term basis.

3 FACTORS AFFECTING SUPPLY

- 3.1 The main factors affecting the supply of school places are the availability of capital funding, land and premises. Expansion of existing schools are affected by the capacity of premises, the size of sites as well as wider considerations of their location. Establishing any new schools requires a longer lead in time through the competition framework. Equally, additional places can be introduced into the system through expansion proposals by governing bodies or admission authorities which increase admission numbers into a school and the establishment of Free Schools that receive approval by central government. Additional capital grant funding through the Department for Education funding streams, for example, Targeted Basic Need initiatives may enable some capital projects to be undertaken.

4 CHALLENGES AFFECTING PLANNING TO MEET DEMAND

- 4.1 The main issues that can affect the Council's strategic plan are: late applications, in-year admissions and casual applications all of which complicate planning both at school and at local authority level. Previously well-understood trends are changing and are proving difficult to predict, including short term tenancies, mobile populations and other changes in the housing market. Changes in parental preference are also difficult to predict.
- 4.2 As demand increases, there are new challenges. An increase in demand for primary school places mean lower levels of surplus places which could have helped to meet demand for in year transfers and any surplus places are often not in the right geographical area. At secondary level, the right levels of existing unfilled places need to be protected so that they will be available when they are needed, as primary growth feeds through.

5 THE NATIONAL CONTEXT

- 5.1 The Local Government Association (LGA) published a report "The council role in school place planning" in March 2014. The report examined the current tensions for councils in continuing to balance supply and demand for school places in the current economic climate and shares how some councils have responded through a series of case studies. The report identifies five issues and the changes they believe are necessary to ensure local authorities are able to meet the current challenges:

- *The current schools capital system divides money between school maintenance, new places, and funding for rebuilding crumbling schools. It then further splits things down into separate pots for council maintained schools, faith schools, free schools and academies. A single capital pot locally for schools capital to allow councils and schools to work together locally to make the best possible use of the limited capital funding available for repairing, rebuilding and building new schools.*
- *The recent announcement of three-year allocations, rather than annual grants of basic need funding is very welcome. In the recent Spending Review, a £21 billion schools capital allocation for the whole of the next Parliament was announced so we would like to see a corresponding indicative five-year allocation to councils to allow them to work with schools and potential sponsors to plan ahead to commission and deliver the primary and secondary places that will be needed between 2015 and 2020.*
- *Councils are unable to require academies to expand but the majority of secondary schools are now academies. The hands of councils are also tied in building new schools, which have to be opened as academies, with all the final decisions about proposals and sponsors resting with the Secretary of State for Education. Restoration of decision-making on the provision of new schools to local level, as it was prior to the Academies Act 2011.*
- *Councils need the flexibility to deliver whatever new type of school is required to fulfil their statutory duty to offer places and to contribute to the local education offer. This should include the option of establishing community schools if that is the locally preferred option. Where academies are the preferred option, decisions about sponsors should be taken locally to meet the needs and wishes of local parents and communities.*
- *The process for establishing and funding free schools is completely outside the control of local councils, although councils are increasingly trying to engage potential free school sponsors to make sure that new schools are established in areas of need. We would like councils to be given a greater role in judging and approving free school proposals to ensure that new free schools are established where they are needed and in a way that supports councils in their place planning duties.*

6 THE GREATER MANCHESTER CONTEXT

6.1 Since 2013, senior officers responsible for school place planning in each of the 10 Greater Manchester authorities have been meeting to get a better understanding of factors affecting all authorities and in particular, pupil movement between authorities. The Association of Greater Manchester Authorities (AGMA) commissioned a report in January 2015 to give an overall context for Greater Manchester.

6.2 The summary headlines from this report as highlighted the following:

Demographic pressures

6.3 The ten GM authorities had a combined population of just over 2.7 million at mid-year 2013; with an estimated 238,000 children in the 'primary' age ranges (age 4—10) and 157,000 in the secondary age-range (age 11—15).

6.4 The latest population projections from the Office for National Statistics (ONS) suggest that the combined effect of natural change (births and deaths) and migration (both domestic and international) will increase the GM population by 13% over the 25-year period 2012—2037; with an 8.5% change in the primary age population (+19,785) and a 12.7% change in the secondary population (+20,332).

6.5 The latest (January 2014) School Census (which excludes children attending independent schools) suggests that there were 372,530 pupils resident in the ten GM local authority districts: 222,831 attending primary schools both within and outside Greater Manchester; 143,699 attending secondary schools both within and outside Greater Manchester

6.6 In planning for places, population migration and daily 'travel-to-school' movements will affect pupil dynamics between the GM local authorities. The ten areas experience different growth pressures from the, more permanent, migration of pupils (both into and out of each area) and the 'cross'-border' movement associated with parental preference and the daily movement of pupils from where they live to where they attend school.

Growth hotspots

6.7 For the reception year intake, there is a balance between PAN and SCAP totals at an aggregate, GM level (+82 surplus by 2018/19), but there are significant differences in the SCAP: PAN ratios between local authorities. Six authorities have a reception year forecast that does not exceed the corresponding PAN over the five-year period (Bolton, Bury, Oldham, Stockport, Trafford and Wigan); the remaining four authorities have a reception year forecast that exceeds the PAN over the five-year period (Manchester, Rochdale, Salford and Tameside).

6.8 In absolute terms, the discrepancy between the reception year forecasts and PAN is largest in Manchester, with an estimated shortfall in places of 1,201 by 2018/19. Tameside's estimated shortfall is also substantial, -285 by the end of the five-year period. These deficits contrast to the forecast surplus of places in other areas by 2018/19, most significantly in Stockport (+480) and Trafford (+462).

6.9 For the year 7 intake, the discrepancies between PAN and SCAP are more significant, with all authorities having a SCAP figure that exceeds the corresponding PAN by 2020/21. The GM-wide, year 7 deficit is estimated to be -4,328 places by 2020/21, with the most substantial differences evident in Manchester (-2,190) and Tameside (-564).

6.10 Particular hot-spots of growth are being forecast within individual districts. For primary school provision, future growth pressures are forecast to be particularly severe in Manchester and in neighbouring planning areas of Rochdale, Salford, Stockport and

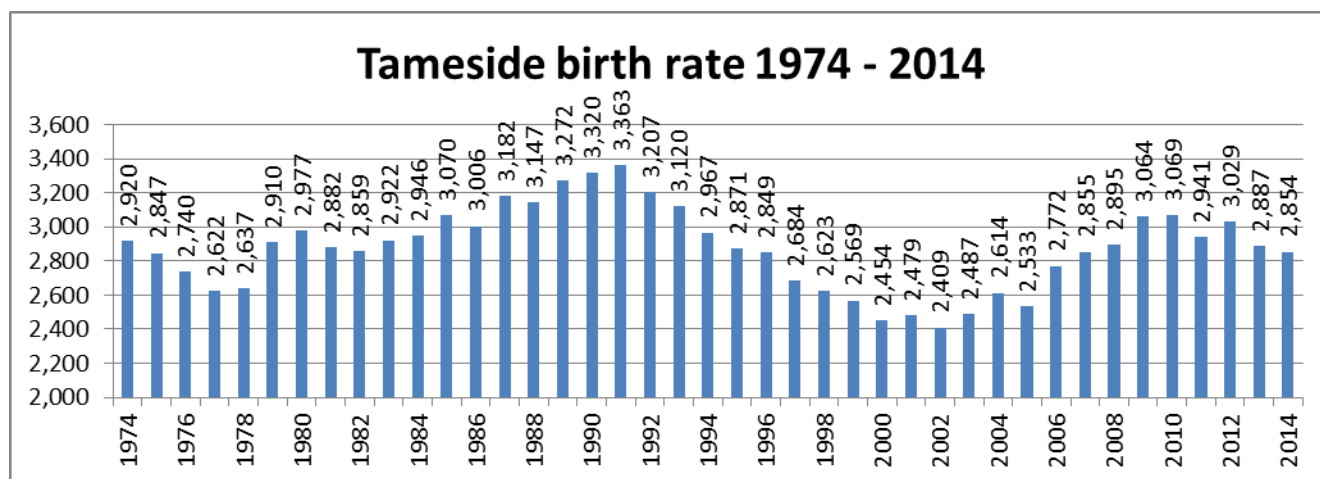
Tameside. Other areas of high forecast growth include Wigan North & North West and the Daubhill area of Bolton.

- 6.11 For secondary school provision, the planning area geography is less disaggregate, with acute growth pressures evident in Bury, Manchester and Tameside. In other areas, more geographically-specific pressures have been estimated for the Altrincham area of Trafford, the Pennines Township in Rochdale, Salford North and Orrell, Wigan West.

7 BIRTH RATE

- 7.1 In common with many areas of the country, Tameside has experienced a surge in births over recent years. The birth rate has risen from a low of 2,409 in 2002 to a recent high of 3,069 in 2010, a 27% increase.

- 7.2 As can be seen from the graph below, over the last 40 years, the birth rate in the borough has followed a distinct cycle which appears to repeat over a 25 year period. The peak of births in the borough was reached in 1991 when 3,363 babies were born. The most recent peak was in 2010 with 3,069 babies born. In 2014, this had dropped back to 2,854. Birth rates form the basis for any school place planning model.



8 IN YEAR TRANSFERS

- 8.1 The School Admissions Team in the Council deal with approximately 3,000 transfer movements every year. Around 2,000 are primary school movements and 1,000 are secondary. This is in common with most areas of the country where house moves are the commonest reason for moving schools. The table below shows pupil numbers in each primary year group from 2004 onwards. As can be seen the number of children in Tameside primary schools has increased steadily over the years in line with the increase in the birth rate.

All Tameside primary schools January census numbers in each year group								
	R	Y1	Y2	Y3	Y4	Y5	Y6	TOTAL
2004/05	2460	2562	2593	2618	2712	2712	2745	18402
2005/06	2397	2472	2550	2591	2615	2706	2718	18049
2006/07	2406	2396	2463	2553	2598	2611	2695	17722
2007/08	2453	2384	2429	2457	2535	2619	2617	17494
2008/09	2586	2463	2400	2427	2470	2536	2617	17499
2009/10	2549	2589	2499	2411	2404	2461	2531	17444
2010/11	2681	2549	2600	2453	2414	2397	2473	17567
2011/12	2760	2690	2574	2581	2467	2420	2369	17861
2012/13	2908	2770	2701	2544	2544	2430	2394	18291
2013/14	2926	2953	2773	2699	2567	2581	2465	18964
2014/15	3104	2929	2931	2761	2692	2597	2580	19594
% CHANGE								106%

8.2 The table below shows the percentage change in numbers and percentages due to in year transfers from one year to the next in Tameside.

Change in numbers year to year								
	R	Y1	Y2	Y3	Y4	Y5	Y6	Overall
2004/05								
2005/06		12	-12	-2	-3	-6	6	
2006/07		-1	-9	3	7	-4	-11	
2007/08		-22	33	-6	-18	21	6	
2008/09		10	16	-2	13	1	-2	
2009/10		3	36	11	-23	-9	-5	
2010/11		0	11	-46	3	-7	12	13
2011/12		9	25	-19	14	6	-28	-28
2012/13		10	11	-30	-37	-37	-26	-12
2013/14		45	3	-2	23	37	35	12
2014/15		3	-22	-12	-7	30	-1	-6
Percentage change year to year								
	R	Y1	Y2	Y3	Y4	Y5	Y6	Overall
2004/05								
2005/06		0.49%	-0.47%	-0.08%	-0.11%	-0.22%	0.22%	
2006/07		-0.04%	-0.37%	0.12%	0.27%	-0.15%	-0.41%	
2007/08		-0.92%	1.36%	-0.24%	-0.71%	0.80%	0.23%	
2008/09		0.41%	0.67%	-0.08%	0.53%	0.04%	-0.08%	
2009/10		0.12%	1.44%	0.46%	-0.96%	-0.37%	-0.20%	
2010/11		0.00%	0.42%	-1.88%	0.12%	-0.29%	0.49%	0.53%
2011/12		0.33%	0.97%	-0.74%	0.57%	0.25%	-1.18%	-1.18%
2012/13		0.36%	0.41%	-1.18%	-1.45%	-1.52%	-1.09%	-0.50%
2013/14		1.52%	0.11%	-0.07%	0.90%	1.43%	1.42%	0.49%
2014/15		0.10%	-0.75%	-0.43%	-0.26%	1.16%	-0.04%	-0.23%

- 8.3 The data in the table shows that whilst there might be a large number of transfers in any given year, the overall change in pupil numbers is relatively small. In effect, the number of pupils that start in Reception are then relatively steady.

Growth hotspots in Tameside

- 8.4 Data released by the Department for Education in June 2015, shows that Tameside has a large number of pupils taught in infant classes of over 30. This percentage is the second largest in England behind Leicester and just in front of Oldham. All the pupils in Tameside classes are placed as a result of permitted exceptions to the infant class size legislation and so are lawful but this does cause pressure on schools. Permitted exceptions to infant class size legislation include:

- a) children admitted outside the normal admissions round with statements of special educational needs specifying a school;
- b) looked after children and previously looked after children admitted outside the normal admissions round;
- c) children admitted, after initial allocation of places, because of a procedural error made by the admission authority or local authority in the original application process;
- d) children admitted after an independent appeals panel upholds an appeal;
- e) children who move into the area outside the normal admissions round for whom there is no other available school within reasonable distance;
- f) children of UK service personnel admitted outside the normal admissions round;
- g) children whose twin or sibling from a multiple birth is admitted otherwise than as an excepted pupil;
- h) children with special educational needs who are normally taught in a special educational needs unit attached to the school, or registered at a special school, who attend some infant classes within the mainstream school.

- 8.5 The largest number of placements are made under exceptions d) by independent appeal panels and h) through in year transfers.

- 8.6 The placement of children under criterion h) is made using the Fair Access Protocol and is overseen by the Primary Pupil Placement Panel. The Fair Access Protocol is agreed by all Headteachers and allows for the equitable placing of pupils for a variety of reason including, poor attendance; being out of school for long periods of time; homeless children; children living in refuges etc.

- 8.7 The Fair Access Protocol allows for the placement at all schools not just those with places and allows some equity in the number of pupils in each school.

- 8.8 There is no doubt that the number of pupils moving into Ashton is an issue for schools and the Pupil Placement Panel has placed a significant number of pupils under exception h). The table below shows the number of pupils placed across all Tameside schools in the last three years:

Pupil Placement Panel meeting	Family groups	R	Y1	Y2	Y3	Y4	Y5	Y6	Total
2015/16									
Dec-15	4	1	2		3	1	1		8
Nov-15	8	3	4	2	2	2	3		16
Oct-15	6	1	5	1	1	1	1		10
Sep-15	8	3	1		4	2	1		11
TOTAL	26	8	12	3	10	6	6		45
2014/15									
Jun-15	5	3		1	3				7
May-15	2	1	1						2
Mar-15	2	1		1			1		3
Nov-14	2	1	1	1					3
Oct-14	3	2	1	2			1		6
Sep-14	3	1	1	2	2	1			7
TOTAL	17	9	4	7	5	1	2		28
2013/14									
Jun-14	0								0
May-14	1	1		1					2
Feb-14	1	1							1
Jan-14	3		3						3
Nov-13	1		1						1
Sep-13	0								
TOTAL	6	2	4	1					7

- 8.9 The data shows that there are an increasing number of pupils where a place cannot be offered within a reasonable distance. However, what needs to be borne in mind is that it is often family groups that cannot be placed together in a single school rather than individual pupils.
- 8.10 The table below shows the impact on overall numbers within the Ashton area. As with Tameside as a whole, this shows that whilst there might be a large number of transfers in any given year, the overall change in pupil numbers is relatively small. In effect, the number of pupils that start in Reception are then relatively steady.

Change in numbers year to year								
	R	Y1	Y2	Y3	Y4	Y5	Y6	Overall
2004/05								
2005/06		-4	-1	-6	-14	3	1	
2006/07		4	-3	-1	-2	-6	-3	
2007/08		-10	11	6	1	9	2	
2008/09		-5	2	-5	13	-13	2	
2009/10		-3	7	-1	-8	-6	-10	
2010/11		3	10	-8	1	7	-2	4
2011/12		4	-11	-8	-1	3	1	10
2012/13		-3	4	2	-5	-6	6	1
2013/14		13	6	-5	7	4	3	-10
2014/15		11	-8	-11	4	7	-6	-8
Percentage change year to year								
	R	Y1	Y2	Y3	Y4	Y5	Y6	Overall
2004/05								
2005/06		-0.77%	-0.18%	-1.17%	-2.64%	0.58%	0.19%	
2006/07		0.75%	-0.58%	-0.18%	-0.39%	-1.15%	-0.58%	
2007/08		-2.08%	2.03%	1.15%	0.18%	1.74%	0.38%	
2008/09		-0.98%	0.41%	-0.93%	2.43%	-2.43%	0.38%	
2009/10		-0.55%	1.36%	-0.21%	-1.51%	-1.13%	-1.91%	
2010/11		0.55%	1.81%	-1.58%	0.21%	1.31%	-0.38%	0.76%
2011/12		0.70%	-2.06%	-1.47%	-0.20%	0.62%	0.19%	1.86%
2012/13		-0.53%	0.70%	0.37%	-0.93%	-1.20%	1.22%	0.20%
2013/14		2.18%	1.05%	-0.88%	1.29%	0.74%	0.60%	-1.99%
2014/15		1.82%	-1.36%	-1.96%	0.70%	1.27%	-1.12%	-1.49%

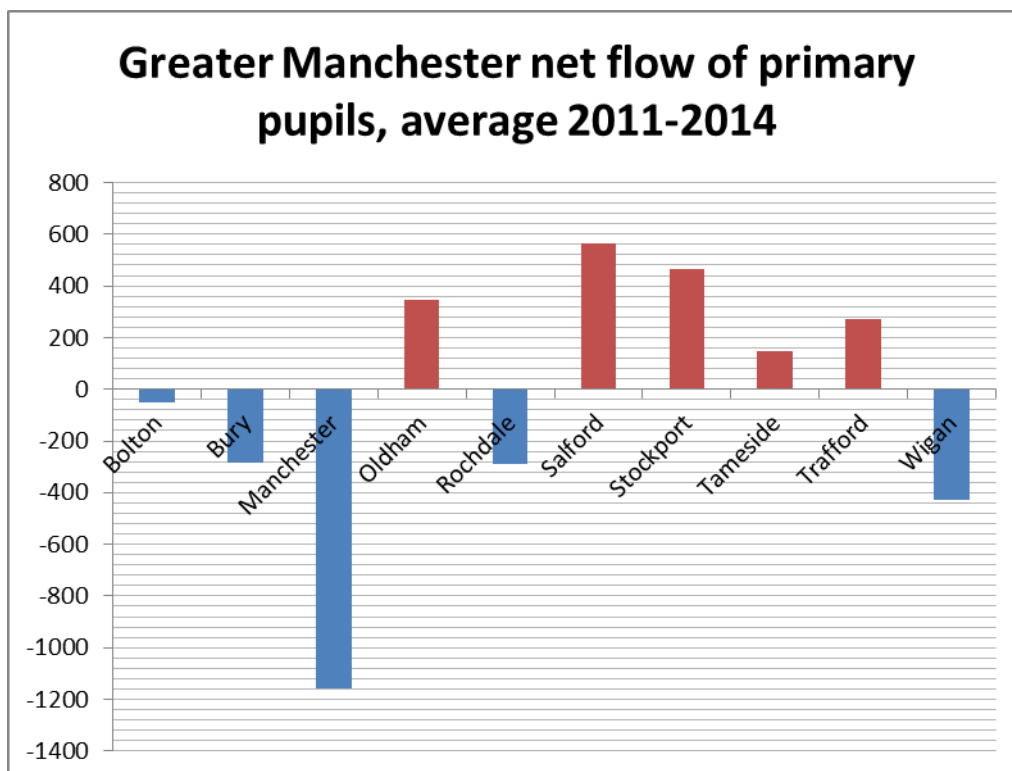
- 8.11 Should the number of pupils being placed in year and in excess of the infant class size level of 30 continue to increase, it may be necessary to open additional class space by utilising the new accommodation at one of the three new build schools which are Inspire Academy (additional 60 places per year group); Broadoak Primary School (additional 15 places per year group) and Holden Clough Primary School (additional 30 places per year group).
- 8.12 A recent Association of Greater Manchester Authorities (AGMA) commissioned report on pupil place planning compared net migration across the conurbation and the table below shows average annual net migration by phase 2009 – 2013 using Office for National Statistics (ONS) and GP registration data:

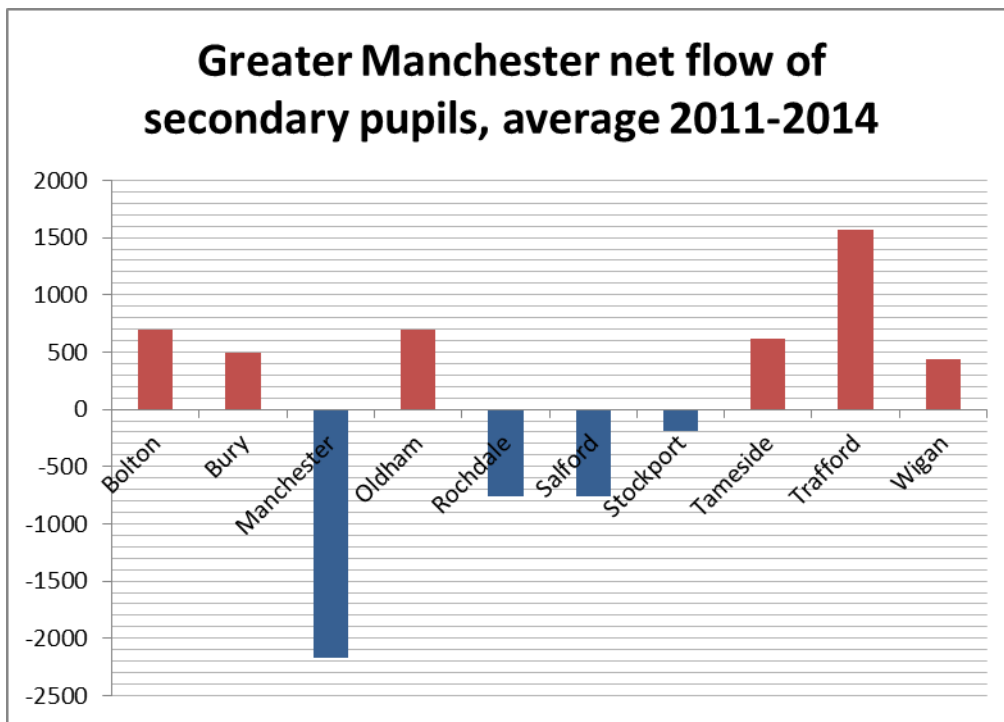
District	Pre-school	Primary	Secondary	Sixth form	Total
Bolton	36	3	24	-12	50
Bury	58	5	1	-7	57
Manchester	-605	-642	-229	11	-1,466
Oldham	6	-84	-57	-27	-162
Rochdale	-14	-130	-69	-30	-243
Salford	-117	-177	-66	17	-343
Stockport	174	83	23	-14	266
Tameside	-39	-26	15	-3	-53
Trafford	180	260	80	-4	516
Wigan	41	-47	-12	-10	-28
Total	-281	-756	-291	-80	-1,407

8.13 Net migration is the permanent move of pupils from one borough to another and as can be see, overall, Tameside is a net exporter of children to other boroughs but a net importer at secondary age.

9 TRAVEL TO SCHOOL

9.1 Undoubtedly, many of the in-year transfers described above are as a result of people moving house both within the borough and into and out of the borough. However, pupils can be very mobile and the cross border travel patterns of pupils also needs to be taken into account when planning school places. The AGMA report on pupil place planning highlighted the travel patterns of pupils across the conurbation and the primary and secondary net flows are shown in the tables below.





9.2 The net balance of inflow and outflow is important for school place planning as it quantifies whether Tameside is a net importer or exporter of pupils in each phase. The graphs above show that Tameside importer at both primary and secondary phase as illustrated numerically below.

District	Travel-to-school		Migration		Combined total	
	Primary	Secondary	Primary	Secondary	Primary	Secondary
Bolton	-49	690	3	24	-46	714
Bury	-285	490	5	1	-280	491
Manchester	-1,159	-2,175	-642	-229	-1,801	-2,404
Oldham	346	697	-84	-57	262	639
Rochdale	-287	-764	-130	-69	-416	-833
Salford	566	-757	-177	-66	389	-823
Stockport	463	-188	83	23	546	-165
Tameside	146	615	-26	15	120	630
Trafford	271	1,569	260	80	531	1,649
Wigan	-429	437	-47	-12	-476	425
Total	-416	614	-756	-291	-1,171	323

10 COHORT SURVIVAL RATE

10.1 When taken together, all of the above factors gives a cohort survival rate. This is the ratio of the relationship number of pupils from one point in time to another, for example, the birth rate number compared to the number of pupils allocated a place in Reception or the number of pupils in Year 6 in a Tameside school compared to the number of pupils allocated a place in Year 7. A five year rolling average of this ratio is the method used in Tameside to predict the number of places needed in any particular intake year.

10.2 The cohort survival rate for Year 7 is shown in the table below:

YEAR 7 ACTUALS								
	2008	2009	2010	2011	2012	2013	2014	2015
Total on time applications	2935	2911	2808	2635	2461	2547	2611	2797
Tameside schools 1st preferences inc SEN	2798	2780	2642	2483	2354	2419	2470	2618
Tameside resident out of borough 1st prefs	137	131	166	152	107	128	141	179
Out of borough 1st prefs for Tameside schools	331	318	239	235	239	253	324	334
Total allocated - Sept	2954	2964	2868	2773	2617	2758	2742	2976
Total allocated for Tameside schools - Sept	2752	2752	2616	2554	2589	2547	2552	2758
Total allocated to out of borough and independent	185	172	220	190	137	166	154	218
Primary school Year 6	2611	2619	2536	2461	2397	2420	2430	2581
Cohort survival rate (Y6 - Y7)	105.4%	105.1%	103.2%	103.8%	108.0%	105.2%	105.0%	106.9%
Birthrate	2684	2,623	2,569	2,454	2,479	2,409	2,487	2,614
Cohort survival rate (birth - Y7)	102.5%	104.9%	101.8%	104.1%	104.4%	105.7%	102.6%	105.5%

11 HOUSING DEVELOPMENT

11.1 Another core factor in planning school places, is the amount of new housing development being planned in the borough. Tameside's Core Strategy is the key compulsory Local Development document. Every Local Development document is built on the principles set out in the Core Strategy, regarding the development and use of land in Tameside's planning area. The Core Strategy is currently being reviewed and it is predicted that an additional 11,000 houses, will be built in the borough, over the next 15 years. This will require approximately, an additional 4,000 school places in total or 330 school places per year group.

12 CHANGES IN PUBLISHED ADMISSION NUMBERS

12.1 The number of places in both primary and secondary schools has varied immensely over the last few years.

12.2 When the birth rate was at its highest in the 1990s, there were 3306 primary school places available in each year group. Two things have had a large impact on the reduction in this number. Firstly, the Infant Class Size legislation effectively wiped out 10% of primary school places. Before the legislation was introduced in September 2001, many primary schools routinely had admission numbers of 32 or 33 pupils. The Infant Class Size legislation limited this to 30 in all but very exceptional circumstances. The second factor was the Department for Education's drive to reduce surplus places to less than 10% within a school. For example, if a school had an admission number of 60 with 420 places overall and 60 surplus places, the DfE required the admission authority to take action to reduce the surplus meaning that admission numbers in many primary school were reduced as the birth rate fell. From a peak of 3306, the number of primary places fell to its lowest point of 2734 in September 2009.

12.3 In secondary schools, the number of places reached a peak of 3203 in September 2000. In 2006, the Council undertook a review of secondary school places in order to secure Building Schools for the Future (BSF) funding. At that time, the ONS was predicting that the fall in birth rates would be sustained and in order to be successful with the BSF funding bid, the Council was required to reduce the number of places available and so from September 2011, 2826 secondary school places were available. This has further reduced as the cohort of pupils going into Year 7 has fallen to its lowest level for 25 years with only 2341 places offered in September 2012.

13 AVAILABILITY OF PLACES

Primary schools

- 13.1 Since September 2009, the Council has proactively increased the number of places available in primary schools and for September 2015, there are 3160 places available, a 15% increase since its low in 2009. This includes two new primary academies in Ashton and Hyde. As the birth rate appears to have stabilised over the last three years, there is no immediate pressure to further increase places in the primary phase in the future.
- 13.2 The table below shows where places have been increased across the borough over the last 10 years.

Tameside primary school Reception places											
Town	07/08	08/09	09/10	10/11	11/12	12/13	13/14	14/15	15/16	16/17	17/18
Ashton	574	560	560	570	570	570	630	645	690	690	690
Audenshaw	180	180	180	180	195	195	195	195	195	210	210
Denton	425	428	413	431	446	446	450	480	450	450	450
Droylsden	315	315	285	315	330	330	330	330	330	330	330
Dukinfield	240	240	240	240	250	250	285	270	270	270	270
Hattersley	110	110	110	110	110	120	120	120	120	120	120
Hyde	375	375	375	385	390	390	450	450	420	420	420
Longdendale	65	65	65	65	65	65	65	70	130	130	130
Mossley	110	110	125	125	125	125	130	130	135	165	145
Stalybridge	416	381	381	381	426	426	430	435	435	435	435
Grand Total	2810	2764	2734	2802	2907	2917	3085	3125	3175	3220	3200

- 13.3 It is worth noting the final note from the LGA is that “there are real concerns that the ‘easier solutions’ have now been taken in the primary sector and dealing with the surge in demand for secondary school places will become more costly and complex”. The need for collaborative and innovative solutions is more important than ever.

Secondary schools

- 13.4 The focus of increasing places now needs to be on the secondary phase. The predictions based on the cohort survival rate described in section 5 of this report are shown below:

YEAR 7 PREDICTIONS									
	2016	2017	2018	2019	2020	2021	2022	2023	2024
Year 6	2567	2699	2773	2953	2926	2946			
Cohort survival Y6 - Y7 (5year rolling)	2695	2834	2912	3101	3072	3093			
Birth rate	2,533	2,772	2,835	2,895	3,064	3,069	2,941	3,071	2,887
Cohort survival birth - Y7 (5year rolling)	2609	2855	2920	2982	3156	3161	3029	3163	2974

- 13.5 With 2826 places currently available in each year group, it can be seen that up to 340 new places need to be created over the next few years to ensure that all Tameside pupils have access to a secondary school place in the borough.
- 13.6 This year has seen discussions with a number of secondary Headteachers in the borough to increase places at schools for 2017 onwards. Some places can be created without significant capital investment, whereas others will require investment to remodel. A rolling programme will be developed over the next 12 months to begin increasing places in the secondary sector.

Places in Special Schools

- 13.5 In common with increases in the population of primary schools, our primary special schools are also seeing an increase in demand, particularly in Key Stage 1. For September 2013, an additional classroom was created at Oakdale School to accommodate 9 more pupils. The space was created by remodelling a small part of the Dukinfield Children's Centre. In September 2014, an additional class was created at both Oakdale and Hawthorns Academy. Both schools have restricted sites and it is not easy to create additional accommodation so more innovative plans need to be considered.
- 13.6 The Council has 691 pupils with statements of special educational needs or Education, health and Care Plans. Of these, 88 pupils attend schools outside the borough. A significant number of the pupils placed outside the borough are pupils with Autistic Spectrum Conditions. This prompted the Council to successfully bid for funding from the Targeted Basic Need pot. The Council has been allocated £1.7m to create 60 places at Samuel Laycock School from September 2015. Plans are underway for the necessary changes needed to Samuel Laycock to accommodate the additional pupils. The additional places will hopefully attract future pupils to stay in the borough and attend the local school that can meet their needs. It will also help to reduce costs as the Council would not be paying fees to independent specialist providers and arranging and funding daily home to school transport.

14 CAPITAL

- 14.1 The Council receives capital allocations through a number of funding strands from the DfE including maintenance capital, locally coordinated voluntary aided programme capital and schools also receive devolved formula capital. The DfE has also recently introduced basic need funding and Targeted Basic Need Funding to create additional places. Between 2011 and 2016, the Council has received or been allocated £31m of basic need and Targeted Basic Need funding which has already created primary and special places in the borough and will also be used to support the necessary increase of secondary school places.

15 NEXT STEPS

- 15.1 Demographic change continues to place considerable pressure upon school place planning. This change is being driven by a sharp increase in the number of births since 2001, the continued impact of international migration, plus the exchange of population between areas. Planned housing growth across Greater Manchester is set to place yet more pressure on the need for pupil places. Whilst the need for primary places in Tameside is predicted to reduce, the secondary sector is facing a significant shortfall if action isn't taken.
- 15.2 Discussions are already underway with Headteachers of our secondary schools and a full School Organisation Plan will be developed by the end of the school year and in time for the consultation on admission arrangements for September 2017 which begins in the autumn term of 2015.