

Admission Forum Annual Report 2015 - 2016

Admission Authority: Bridgend County Borough Council

Secretary to the Forum: Mandy Jones, contact Amanda.Jones@bridgend.gov.uk; tel.01656 642629

Address: Bridgend County Borough Council, Children's Directorate, Civic Offices, Angel Street, Bridgend CF31 4WB

Membership and attendance of the Forum

Name	Position	Time served as Forum Member	Membership by category (see table below)
1. Mrs A Keller	Headteacher, Archbishop McGrath Catholic School.	0 years	S/VA
2. Mr R Davies	Group Manager, Business, Strategy & Performance (BCBC) Chair from mid October 2014.	1 years	LA
3. Mrs S Davies	Headteacher, Llangewydd Junior School	0 years	S/CV
4. Mr J Tarran	Headteacher, Archdeacon John Lewis C in W Primary School Vice Chair from mid October 2014	2 years	S/VA
5. Cllr H David	Cabinet Member for Children and Young People / Deputy Leader (BCBC)	4 years	
6. Mrs M Treharne	School Support Officer, Learner Support (BCBC) Membership commenced mid March 2015	1 years	LA
7. Mrs R Dixon	Headteacher, Ysgol Y Ferch O'r Sger	7* years	S/CV
8. Mr W Bond	Parent Governor, Heronsbridge Special School	8* years	PG

*Members nominated by appropriate authority in line with core membership, requirements under section 5 of The Education (Admission Forum) (Wales) Regulations 2003.

Acronyms for Core Members		
Members Nominated by	Core Membership	Acronym
LA - any member or officer of the authority	1 to 5	LA, LA/SEN, LA/LAC
Church in Wales Diocesan representatives	1 to 3	CIW
Roman Catholic Diocesan representatives	1 to 3	RC
Schools - community and voluntary controlled	1 to 3	S/CV
Schools - foundation	1 to 3	S/F
Schools - voluntary aided	1 to 3	S/VA
Parent governor representatives	1 to 3	PG
Representatives of the local community	Up to 3	L/COM

Meeting dates and attendance

	Date	Number of Forum Members in attendance - by category
First meeting	19/10/15	7 (3 x LA Rep., 3 X School Rep., 1 x Governor Rep.)
Second meeting	10/03/16	6 (3 x LA Rep., 2 X School Rep., 1 x Governor Rep.)
Third meeting	N/A	

Please confirm whether admission authorities within the forum area have completed the consultation and determination of admission arrangements process within the timescales required by the Education (Determination of Admission Arrangements) (Wales) Regulations 2006 [including consultation on the arrangements by 1 March in the determination year and determination of the final arrangements by 15 April of that year].

If any admission authority has not met the timescales please give details here.

How many consultation documents have you seen from admission authorities (not including other local authorities)?

All admission authorities within Bridgend completed the consultation and determination of admission arrangements for 2015-16 within the timescale stipulated in the Regulations.

No consultation documents have been seen from other admission authorities that are not bordering Local Authorities.

What admission arrangements have been put in place to serve the interests of vulnerable children?

Have they proved successful?

What other arrangements have you identified to support these children?

In Bridgend, looked after children (LAC) are prioritised for admission to the school of their choice. The Learner Support team continued to work closely with the LAC Education Co-ordinator to ensure minimal delay in a LAC pupil accessing education.

The Education and Family Support Directorate continued to make every effort to enable children to maintain their school place, where practical, following a decision to take the child into care or following a placement change, with the aim of limiting the number of school changes / admissions and maintaining continuity in the child's education. For the 2015-16 financial year, the LA reported an increase in the percentage of children looked after (at 31 March) who had experienced one or more changes of school, during a period or periods of being looked after, which were not due to transitional arrangements. This was reflective of the ongoing work by the LAC and Permanence Board to return children/young people to in-house care providers and improve permanence, which can result in increased placement moves and increased school changes. The increase was also reflective of parental choices that were exercised and moves within the local authority to achieve appropriate placements for children presenting challenging behaviours. Additionally, a review of the provision of discretionary school transport for looked after children was carried out in the autumn of 2015 and this identified some children in long-term placements where it was deemed to be in their interests to move them to a school closer to their long term

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placement in preparation for transition to the next phase of their education. Each case was considered individually to ensure the move was in the best interest of the child.

The LA provided home to school transport for looked after children, on a discretionary and case-by-case basis, according to circumstances.

The centralised admission process allows greater control and monitoring of the admission of vulnerable children. Children with challenging behaviour can be among the most difficult to place. The LA Fair Access Panel (FAP) continued to meet every 6 weeks to evolve strategy and discuss exclusions and admissions in Primary, Secondary, Special Schools and The Bridge Alternative Provision in Bridgend. The FAP's key objectives are to:

- work collaboratively in the best interest of pupils;
- oversee exclusions and discuss admissions;
- develop and monitor managed moves;
- promote the sharing of good practice and develop consistency; and
- develop a consistent approach in reducing the number of In-Year transfers.

The FAP reviews all individual cases where there may be difficulties in placing the pupil and determines an appropriate way forward.

Additionally, there are 2 specific admissions panels operating in The Bridge Alternative Provision:

- the CAMHS (Child and Adolescent Mental Health Service) and Complex Medical panel, which meets monthly; and
- the Pupil Placement Forum, which meets monthly and considers pupils referred for specialist placement to our Achieving for Life (A4L) and Positive Pathways provisions.

How well have the agreed in-year admission procedures worked?

How many children have been admitted to each school under the procedures?

Have you identified an increase in numbers for in-year admissions, if so what action has been identified to address the issue?

In the 2014-15 academic year, the LA processed 936 in-year admissions (transfers) (21% increase); 631 primary sector requests and 275 secondary sector requests. Of these, 103 primary sector and 57 secondary sector requests did not proceed.

By comparison, in the 2015-16 academic year, the LA's centralised admissions team processed 938 in-year admissions; 690 primary sector requests and 248 secondary sector requests. Of these, 94 primary sector and 64 secondary sector requests did not proceed.

The LA has a robust process and all requests are considered against a school's published admissions number and the current class organisation.

In the 2014-15 academic year, the average amount of days taken to admit a pupil into the primary sector in a mainstream school was 8 days and 13.27 days in the secondary sector. Overall the average amount of days taken to admit all pupils into the primary and secondary sector was 9.55 days.

By comparison in the 2015-16 academic year, the average amount of days taken to admit a pupil into the primary sector in a mainstream school was 6.88 days and 13.14 days in the secondary sector. Overall the average amount of days taken to admit all pupils into the primary and secondary sector was 8.40 days.

**What key admission issues have been identified for the area?
What are they and how has the forum addressed them?**

In 2015/16, the key matters considered and determined by the Admissions Forum were:

- **Promotion of effective admission arrangements for Vulnerable Learners** – the Forum was updated on the role of the Fair Access Panel and noted its impact in relation to securing places for 'difficult to place' pupils.
- **Vulnerability Assessment Profile (VAP)** – the Forum received initial information on the VAP and how it is being used in the early identification of pupils who would benefit from additional and tailored support and interventions.
- **Starting Schools Booklet 2016-17** – the Forum approved the proposal for the booklet to be made available from the BCBC website with printed copies made available on request.
- **Draft Admissions Policy 2017-18** – the Forum considered the draft policy, noted responses received and approved the final policy.

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- **Annual Report** - the Forum received the Annual Report for 2014-15.
- **Common Dates** – the Forum received the draft admissions timetable for 2017-18 admissions and noted that this would be distributed to VA schools.
- **On-line admissions** - the Forum was updated on the status of plans for the development of an on-line admissions system. It was noted that the option of an in-house ICT development was no longer feasible and the purchase of a third-party system was being explored.
- **Home to School/College Transport** – the Forum was advised that Cabinet Members had approved the new Learner Travel Policy with changes coming into effect from September 2016. The Forum received a summary of the changes.
- **Syrian Refugees Re-Settlement Programme** – the Forum noted that the LA would be fully engaged in the programme to relocate and re-settle vulnerable Syrian refugees into Bridgend with school-aged children being placed in appropriate education in respect of religion and possible language barriers.

What methods has the Forum used to promulgate any advice or decisions it has reached?

Responses from the Forum to proposals/issues were shared with key stakeholders, in particular, schools, governing bodies, other admission authorities, via the LA's normal communications mechanisms.

The Forum's Terms of Reference, meeting minutes and annual reports are published on a dedicated School Admissions Forum page of the BCBC website.

Date Forum's advice published on Admission Authority's Website:

The minutes of the Forum meeting held in October 2015 were published to the School Admissions Forum page of the BCBC website in March 2016, following their approval. The minutes of the March 2016 meeting will be published to the website following their approval at the December 2016 meeting.

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<http://www1.bridgend.gov.uk/services/schools/school-admissions-forum.aspx>

<http://www1.bridgend.gov.uk/cy/gwasanaethau/schools/fforwm-derbyn-i-ysgolion.aspx>

Signature: Mandy Jones (Secretary to the Forum)

Date:

Please return the completed report by 30 November 2016 to:

SchoolsManagementDivision3@wales.gsi.gov.uk

School Admissions and Appeals

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Appendix A

School admissions and appeals

In the 2015/16 admissions round the council handled 3,213 admission applications. A breakdown in respect of each school is illustrated below.

<u>School</u>	<u>Published Admissions Number</u>	<u>No. of Applications</u>	<u>Number of Successful Applications</u>	<u>Number of Appeals</u>	<u>Number of LA Successful Appeals</u>
<u>Primary</u>					
Abercerdin Primary	30	31	31	0	0
Afon-y-Felin Primary	15	10	10	0	0
Archdeacon John Lewis C in W	30	9	9	0	0
Betws Primary	30	26	26	0	0
Blaengarw Primary	24	24	24	0	0
Brackla Primary	45	41	41	0	0
Bryncethin Primary	30	35	35	0	0
Brynmenyn Primary	22	25	25	0	0
Bryntirion Infants	40	27	27	0	0
Caerau Primary	45	41	41	0	0
Cefn Cribwr Primary	20	13	13	0	0
Cefn Glas Infants	66	58	58	0	0
Coety Primary	30	45	45	0	0
Corneli Primary	46	46	46	0	0
Coychurch Primary	12	13	13	0	0
Croesty Primary	30	30	30	1	1
Cwmfelin Primary	30	23	23	0	0
Ffaldau Primary	27	10	10	0	0
Garth Primary	30	32	32	0	0
Litchard Primary	60	41	41	0	0
Llangewydd Junior	90	63	63	0	0
Llangynwyd Primary	11	8	8	0	0
Maes-yr-Haul Primary	69	69	69	0	0
Mynydd Cynffig Infants	49	56	56	0	0
Mynydd Cynffig Junior	46	41	41	0	0

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Nantylffyllon Primary	40	22	22	0	0
Nantymoel Primary	30	20	20	0	0
Newton Primary	33	24	24	0	0
Nottage Primary	60	58	58	0	0
Ogmore Vale Primary	53	50	50	0	0
Oldcastle Primary	50	54	54	0	0
Pencoed Primary	70	75	75	0	0
Penybont Primary	45	43	43	0	0
Penyfai C in W Primary	30	36	36	0	0
Pil Primary	30	29	29	0	0
Plasnewydd Primary	45	34	34	0	0
Porthcawl Primary	25	29	29	0	0
St Mary's R C Primary	30	28	28	0	0
St Mary's & St Patrick's R C Primary	25	32	32	0	0
St Robert's R C Primary	22	22	22	0	0
Tondu Primary	42	30	30	0	0
Trelales Primary	30	30	30	0	0
Tremains Primary	65	76	76	0	0
Tynyrheol Primary	10	8	8	0	0
West Park Primary	55	54	54	0	0
Ysgol Gymraeg Bro Ogwr	54	65	65	0	0
Y G G Cwm Garw	30	32	32	0	0
Y G G Cynwyd Sant	45	48	48	0	0
Ysgol Y Ferch o'r Sger	33	35	35	0	0
Total		1751	1751	1	1

Comprehensive

Archbishop McGrath Catholic School	131	138	138	7	0
Brynteg Comprehensive	333	224	224	0	0
Bryntirion Comprehensive	210	168	168	0	0
Coleg Cymunedol Y Dderwen	276	183	183	0	0
Cynffig Comprehensive	180	112	112	0	0
Maesteg Comprehensive	228	204	204	0	0

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Pencoed Comprehensive	214	136	136	0	0
Porthcawl Comprehensive	246	186	186	0	0
YGG Llangynwyd	165	111	111	0	0
Total		1462	1462	7	0

Appendix B

Number of Transfers 2015-16 by School

School	Number of Applications	Number of Applications (Primary NFA)	Number of Applications (Comprehensive NFA)
<u>Primary School</u>			
Abercerdin Primary School	3	3	
Afon y Felin Primary School	13	1	
Betws Primary School	14	2	
Blaengarw Primary School	5		
Brackla Primary School	22	7	
Bryncethin Primary School	17	3	
Brynmenyn Primary School	14		
Bryntirion Infants School	6		
Caerau Primary	10		
Cefn Cribwr Primary School	16	1	
Cefn Glas Infants School	4	1	
Coety Primary School	70	7	
Corneli Primary School	8		
Coychurch (Llangrallo) Primary School	21	4	
Croesty Primary School	11	1	
Cwmfelin Primary School	7		
Ffaldau Primary School	6	1	
Garth Primary School	6		
Litchard Primary School	27	1	
Llangewydd Junior School	16		
Llangynwyd Primary School	7		
Maes yr Haul Primary School	38	10	
Mynydd Cynffig Primary School	35	2	
Nantyllyn Primary School	4	2	
Nantymoel Primary School	6		

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Newton Primary School	7		
Nottage Primary School	27	5	
Ogmore Vale Primary School	34	3	
Oldcastle Primary School	28	9	
Pencoed Primary School	29	1	
Penybont Primary School	26	11	
Penyfai C in W Primary	21	4	
Pil Primary School	12	1	
Plasnewydd Primary School	25	4	
Porthcawl Primary School	4		
Tondu Primary School	18	3	
Trelales Primary School	7	5	
Tremains Primary School	29		
Tynyrheol Primary School	6		
West Park Primary School	14	1	
Ysgol Gymraeg Bro Ogwr	3		
YGG Cwm Garw	2		
YGG Cynwyd Sant	8		
Ysgol y Ferch O'r Sger	4	1	
Total	690	94	

<u>Comprehensive</u>			
Brynteg Comprehensive	32		7
Bryntirion Comprehensive	41		6
Cynffig Comprehensive	17		5
Maesteg Comprehensive	33		8
Pencoed Comprehensive	50		11
Porthcawl Comprehensive	45		15
Y Dderwen	30		10
YGG Llangynwyd	0		
Total	248		62