

## BRIDGEND COUNTY BOROUGH COUNCIL

### Minutes of a Meeting of the Admission Forum held at Civic Offices on Thursday 10<sup>th</sup> March 2016

#### **LA Representatives**

Mr R Davies	Group Manager, Business, Strategy & Performance
Cllr Huw David	Cabinet Member, Children and Young People
Mrs M Treharne	School Support Officer, Support for Learners and Children

#### **School Representatives**

Mr J Tarran	Headteacher, Archdeacon John Lewis C in W Primary
Mrs A Keller	Headteacher, Archbishop McGrath Catholic High School

#### **Governor Representatives**

#### **Other LA**

Mrs Claire Kristy, RCT

#### **Secretary to the Forum**

Ms M Jones

#### **1. Welcome**

The Chair welcomed Mrs C Kristy, RCT to her first meeting

#### **2. Apologies**

Apologies were received from Mrs R Dixon, Mrs S Davies, Owen Shepherd, Mr W Bond and Mrs M Davies, WG

#### **3. Minutes**

The minutes of the meeting held on Monday 19<sup>th</sup> October 2015 were confirmed as a true record.

#### **The following matters were discussed.**

**Item 6** – RD informed members that there would be a corporate project to review the BCBC website part of this project would be to look into different options to modernise the website and for users to have their own account.

#### **4. Response to the consultation on the LAs Draft Admission Policy 2017/18**

Porthcawl Comprehensive responded to the 'Draft Admission Policy' and was happy to proceed with the changes. There were no other responses received

#### **5. To finalise the Forum's view on the LAs Admission Policy 2017/18**

The draft Admission Policy for 2017/18 was approved by the Admission Forum and would be sent to Deborah McMillan by 15<sup>th</sup> April for approval. MJ to send the final policy for 2017-18 to the Welsh Government. RD stated that the admission policy for 2018/19 is to be reviewed in the Forum meeting in October.

#### **6. Update on review of catchment areas**

RD stated that Pencoed Primary and Croesty Primary catchment areas are to be discussed in the 'Strategic Review' and will fully update members at the next meeting. AK stated that there is current pressure for school places in the faith sector schools and are anticipating further pressures on school places in the future. Local area data would be helpful in planning for school places.

## **7 Minutes and Terms of Reference 'Fair Access Panel'**

MT has amended the current 'Admission/Transfer form and would be taking the amended version to the 'Fair Access Panel' in April for approval, this would then go back to Legal Department for final comments/approval. JT enquired if faith schools should have their mid-term transfers publicised in their admission policy. AK suggested this could be discussed at the next 'Faith Head's Cluster Meeting'.

CK stated that RCT have a high number of transfers in Y10 and Y11. If a parent wishes to pursue with the transfer an 'Intention to Transfer Form' is sent to the parent to complete and a meeting has to be held with the 'Outgoing school, Requested school and any other Agencies involved to discuss. MT to discuss at the next 'Fair Access Panel' (FAP). CK also stated that if a Year 10 pupil moves to another LA after the October half term holiday, and the pupil wishes to remain in their substantive school the responsibility for transport would be met by the Authority where the school is based. MT informed forum members that the (FAP) is held twice a term and the next meeting has been arranged for April. MT to share the minutes from the (FAP) in the next forum meeting.

AK enquired if there is a cut off in Year II where a pupil requests to transfer schools. MT stated every transfer has to be considered up until the pupil leaves statutory education even if the school cannot meet the pupil's curriculum choices.

## **8 To arrange future dates for the 'Admission Forum' meetings**

MJ to contact Members to arrange the next 'Admission Forum' meeting in October.

## **9 Vulnerability Assessment Profile (VAP) Owen Shepherd**

RD stated that through Vulnerable Accessibility Plan (VAP) there is earlier access to the intervention to support parents and vulnerable children. JT enquired if it was possible to do a pilot run in a cluster of primary schools. RD to invite Mark Lewis, Group Manager, Integrated Working to the next forum meeting to discuss the development of a primary focus module of VAP. Unfortunately, Owen Shepherd sent his apologies and it was agreed to defer the (VAP). A summary was given and an explanation of how the data is derived. Post 16 have been identified and this is now being rolled out to identify pupils at an earlier age.

MT also informed members that the FAP was working on another piece of work in relation to exclusions and early identification. MH will be visiting schools to discuss exclusions and current strategies being used to prevent exclusions. MH would be taking a 'school' on a page which will provide early identification supporting young children and to stop escalation.

## **10 Syrian Refugees Re-Settlement Programme**

RD stated the LA is helping to re-locate vulnerable Syrian Refugees into Bridgend and is fully engaged to participate in the re-settlement programme. RD also stated that any Syrian Refugees who settle in Bridgend could remain in Bridgend for up to 5 years and will be supported financially by the Government and will only return to their country if it is deemed safe. The LA will support the families in relation to housing, employment and place school aged children in appropriate education in respect of religion and possible language barriers.

## **11 Any other business**

There was no other business