

# Individual Executive Member Decision

---

|   |  |
|---|--|
| <b>Title of Report:</b>                       | <b>Consultation on Admissions Arrangements 2015-16</b> |
| <b>Report to be considered by:</b>            | Individual Executive Member Decision                   |
| <b>Date on which Decision is to be taken:</b> | 5 December 2013  |
| <b>Forward Plan Ref:</b>                      | ID2765   |

**Purpose of Report:** To agree consultation of the admissions arrangements 2015-16.

**Recommended Action:** To approve the consultation on admission arrangements 2015-16

**Reason for decision to be taken:** Statutory requirement

**Other options considered:** None

**Key background documentation:** West Berkshire Admission Arrangements 2014-15  
School Admissions Code

| Portfolio Member Details         |  |
|----------------------------------|--|
| <b>Name &amp; Telephone No.:</b> | Councillor Irene Neill - Tel (0118) 971 2671 |
| <b>E-mail Address:</b>           | ineill@westberks.gov.uk                      |

| Contact Officer Details |                                       |
|-------------------------|---------------------------------------|
| <b>Name:</b>            | Vicky Pearce                          |
| <b>Job Title:</b>       | Trading, Finance and Planning Officer |
| <b>Tel. No.:</b>        | 01635 503135                          |
| <b>E-mail Address:</b>  | vpearce@westberks.gov.uk              |

## Implications

---

**Policy:** Consultation will inform agreement of determined admission arrangements

**Financial:** None

**Personnel:** None

**Legal/Procurement:** None

**Environmental:** None

**Property:** None

**Risk Management:** None

**Equalities Impact Assessment:** Yes. Attached as Appendix A.

## Consultation Responses

---

### Members:

**Leader of Council:** Councillor Gordon Lundie

**Overview & Scrutiny Management Commission Chairman:** Councillor Brian Bedwell

**Ward Members:** All Members

**Opposition Spokesperson:** Councillor David Allen

**Local Stakeholders:** N/A at this stage

**Officers Consulted:** N/A at this stage

**Trade Union:** N/A at this stage

| Is this item subject to call-in?  | Yes: <input checked="" type="checkbox"/> | No: <input type="checkbox"/> |
|---|--|------------------------------|
| If not subject to call-in please put a cross in the appropriate box:  |  |                              |
| The item is due to be referred to Council for final approval  | <input type="checkbox"/>                 |                              |
| Delays in implementation could have serious financial implications for the Council  | <input type="checkbox"/>                 |                              |
| Delays in implementation could compromise the Council's position  | <input type="checkbox"/>                 |                              |
| Considered or reviewed by Overview and Scrutiny Management Commission or associated Task Groups within preceding six months | <input type="checkbox"/>                 |                              |
| Item is Urgent Key Decision   | <input type="checkbox"/>                 |                              |
| Report is to note only  | <input type="checkbox"/>                 |                              |

## Supporting Information

---

### 1. Background

- 1.1 Local Authorities have a statutory responsibility to determine Admission Arrangements for Community and Voluntary Controlled schools in their area by 15 April each year. In doing this, Local Authorities must comply with the requirements of the School Admissions Code and all relevant legislation.
- 1.2 Consultation must take place between 1 November and 1 March and must last for a minimum of 8 weeks. This will be done through a consultation exercise on the West Berkshire Council website. The local stakeholders involved will be parents, West Berkshire schools, other admission authorities, and neighbouring Local Authorities.
- 1.3 The proposed admission arrangements for 2015-16 are the same as those determined for 2014 – 15 with the exception of substituting the appropriate dates for 2015-16 and changes to the Published Admission Numbers (PAN) for a few specific schools.
- 1.4 Following agreement of the change of age range at John O’Gaunt, the proposed PAN will be included in the admissions arrangements document.
- 1.5 A separate consultation on the redesignation of John O’Gaunt is required and it is proposed that this runs concurrently with the admissions arrangements consultation.
- 1.6 There is a change to the catchment area in Woolhampton and it is proposed that this will be consulted on at the same time as the admission arrangements.

### 2. Equalities Impact Assessment Outcomes

- 2.1 Equality Impact Assessment Stage One attached as Appendix A.

### 3. Conclusion

- 3.1 It is recommended that permission to consult is granted to ensure the council meets its statutory requirement.

## Appendices

---

Appendix A – Equality Impact Assessment – Stage One

# APPENDIX A

## Equality Impact Assessment – Stage One

|   |  |
|---|--|
| Name of item being assessed:                      | Consultation on Admissions Arrangements 2015- 16 |
| Version and release date of item (if applicable): |  |
| Owner of item being assessed:                     | Vicky Pearce                                     |
| Name of assessor:                                 |  |
| Date of assessment:                               |  |

|   |
|---|
| <b>1. What are the main aims of the item?</b>                       |
| To seek approval to consult on the admissions arrangements 2015-16. |

|   |
|---|
| <b>2. Note which groups may be affected by the item, consider how they may be affected and what sources of information have been used to determine this.</b> (Please demonstrate consideration of all strands – age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation) |
|---|

| Group Affected | What might be the effect? | Information to support this.   |
|----------------|---------------------------|--|
| Age            | Positive impact           | Legislation determines the process to be followed and the consulted on and agreed admission arrangements determine how places will be allocated if there are more applicants than places. This applies to all children who have reached their 4 <sup>th</sup> birthday before the application date for primary school and those who are 11-16 for secondary schools. |
| Disability     | Positive impact           | All pupils must be given a school place irrespective of any disability.  |
| Gender         | Positive impact           | Gender is not a distinguishing factor. All are treated equally in both legislation and determined arrangements and all applications assessed in the same way.  |
| Race           | Positive impact           | School places are provided for   |

|  |                 |   |
|--|-----------------|---|
|  |                 | all pupils of primary school age and secondary school age irrespective of race.                     |
| Belief   | Positive impact | Parents may choose any school they like when applying and may choose on the basis of belief or not. |
|  |                 |   |
| <b>Further comments relating to the item:</b>  |                 |   |
| Assessments, processes and policies are based on statutory requirements set out in School Admissions code and School Admissions regulations. |                 |   |

|  |   |
|--|---|
| <b>3. Result</b> (please tick by double-clicking on relevant box and click on 'checked') |   |
| <input type="checkbox"/>   | <b>High Relevance</b> - This needs to undergo a Stage 2 Equality Impact Assessment              |
| <input type="checkbox"/>   | <b>Medium Relevance</b> - This needs to undergo a Stage 2 Equality Impact Assessment            |
| <input type="checkbox"/>   | <b>Low Relevance</b> - This needs to undergo a Stage 2 Equality Impact Assessment               |
| <input checked="" type="checkbox"/>  | <b>No Relevance</b> - This <b>does not</b> need to undergo a Stage 2 Equality Impact Assessment |

**For items requiring a Stage 2 equality impact assessment, begin the planning of this now, referring to the equality impact assessment guidance and Stage 2 template.**

|   |  |
|---|--|
| <b>4. Identify next steps as appropriate:</b> |  |
| Stage Two required                            |  |
| Owner of Stage Two assessment:                |  |
| Timescale for Stage Two assessment:           |  |
| Stage Two not required:                       |  |

**Name:** Vicky Pearce

**Date:** 24 October 2013