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| <b>Report To:</b>       | <b>Education &amp; Lifelong Learning Committee</b>  | <b>Date:</b>       | <b>11 May 2010</b>   |
| <b>Report By:</b>       | <b>Corporate Director of Education and Communities</b>  | <b>Report No:</b>  | <b>EDUC/36/10/EH</b> |
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| <b>Subject:</b>         | <b>Progress report on the implementation of the Admissions and Placing Request Policy of Inverclyde Council</b> |                    |                      |

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## **1.0 PURPOSE**

- 1.1 The purpose of this report is to update Committee on the progress being made with the implementation of the revised Admissions and Placing Request policy

## **2.0 SUMMARY**

- 2.1 The revised Admissions and Placing Request Policy was approved by the Committee in November 2009.
- 2.2 An exercise has been carried out to identify the number of children who will start in P1 and in S1 from their defined catchment areas in August 2010, together with those for whom placing requests were made.
- 2.3 This exercise consisted of determining the allocation of places in accordance with the Admissions and Placing Request Policy together with the policy on class sizes in P1.
- 2.4 A pupil placement panel was set up and comprised the Corporate Director of Education and Communities, Head of Legal and Democratic Services and Head of Property Assets and Facilities Management.
- 2.5 The Acting Head of Service in Education Services made recommendations on entry which were scrutinised by the pupil placement panel. The decisions and implications are detailed in section 5.

## **3.0 RECOMMENDATION**

- 3.1 That the Committee notes the progress made by Education following the review of the policy.

**Albert Henderson**  
**Corporate Director**

## **4.0 BACKGROUND**

- 4.1 The Policy & Resources (Executive) Sub-Committee on 21 May 2009, agreed to commission an independent review of the policies and procedures for school admissions and placing requests, and their operational implementation, following decisions made by the Education Appeals Committee and the Sheriff.
- 4.2 The review highlighted a number of issues which required to be addressed, being the need for :
- A single policy
  - A policy which acknowledges the reduced availability of places and supports the delivery of the Schools' Estate Management Plan
  - A policy which reflects current legislation
  - A policy which clearly defines priorities in respect of placing requests
  - A policy which clearly defines the decision making process in place in respect of all admissions to mainstream schools in Inverclyde

## **5.0 PROGRESS and OUTCOMES**

- 5.1 Approval was given by Committee in November 2009 to the revised policy which has been implemented.
- 5.2 Defined catchment area data has been updated and was circulated to schools in January 2010.
- 5.3 Standard circulars have been revised to reflect the new policy.
- 5.4 Following the pupil placement exercise, it was determined that all defined catchment pupils could be accommodated. Following consideration of all placing requests it was determined that 2 Primary Schools (Gourock and Moorfoot) and 2 Secondary Schools (Gourock and Notre Dame) were over subscribed.
- 5.5 The Council's priorities for placing requests were applied to each of the primary schools and the results were as follows:

### Gourock Primary School

After accommodating all defined catchment area children, there were 3 places available. 13 placing requests were received – 6 of these were from siblings. The 3 available places were allocated to siblings in accordance with distance from the school. The remaining 10 placing requests, including 3 siblings, were refused in accordance with council policy.

### Moorfoot Primary School

After accommodating all defined catchment area children, there were 8 places available. 11 placing requests were received, 8 of these were siblings and the places were allocated to these children. The remaining 3 placing requests were refused in accordance with council policy.

5.6 Gourock High School - Capped at 100

After accommodating all defined catchment area children, there were 27 places available. 30 placing requests were received, 13 of these were siblings and places were allocated to these children. A further 14 placing requests were allocated according to distance from the school. The remaining 3 placing requests required to be refused in accordance with council policy.

5.7 Notre Dame High School – Capped at 140

With 5 spaces required for the ASN Base, the working figure is 135.

After accommodating all defined catchment area children, there were 24 places available. 37 placing requests were received, 14 of these were siblings and places were allocated to these children. A further 10 placing requests were allocated according to distance from the school. The remaining 13 placing requests required to be refused in accordance with council policy.

5.8 The Pupil Placement Panel was convened on 21 April 2010 to scrutinise the recommendations of the Head of Service and to ensure the criteria had been applied appropriately. The Panel, having considered all recommendations decided that the criteria had been applied appropriately and agreed the recommendations for refusal made by the Head of Service.

5.9 The decisions on refusals were intimated to parents by the statutory deadline of 30 April 2010. The parents have the option to appeal those decisions to the Education Appeals Committee and, if unsuccessful, to appeal further to the Sheriff

## **6.0 IMPLICATIONS**

6.1 Finance

There are no financial implications.

6.2 Legal

There are no legal implications.

6.3 Personnel

There are no personnel implications.

## **7.0 CONCLUSION**

7.1 The Committee notes the progress made with the implementation of the Admissions and Placing Request policy.

## **8.0 EQUALITIES ISSUES**

8.1 There are no equalities issues