

DIRECTORATE OF LEARNING AND SKILLS

Admissions Forum

Stanwell School

25 June 2018

ATTENDEES: Cllr Bob Penrose, Lisa Lewis, Jane Werrett, Ann Robertson, Clare Kynaston, Mike Matthews

APOLOGIES: Vince Browne, Norman Craggs, Ceri Thomas.

ITEM	ISSUE	ACTION REQUIRED	Member
2	Minutes of Previous Meeting	The minutes were checked for accuracy and agreed as a true record.	
3	Matters arising	LL advised that the annual report was amended and sent to WG in advance of the due date. Not further requests for information have been received. In addition, the Chair asked for nominations for a vice chair of the forum. LL was nominated and elected to the position.	
4	Terms of reference and membership	The terms of reference of the group were circulated for information. Andrew Ricketts has been nominated to replace Edwin Counsell and Fiona Gravelle has been nominated to replace Vince Browne. Both nominations were unanimously accepted. The Chair will peruse the scrutiny member replacement for Tony Hampton. CK will discuss the possibility of the new Headteacher of Stanwell joining the forum as Derek Jones replacement and feed back to MM.	BP/ MM
5	Update on annual admission round and appeals	Due to SM attending appeals today MM updated the forum on the current position. Appeals are at an all-time high and several schools are oversubscribed. There are 201 reception places available across the council. The challenges in Penarth and Cowbridge are unchanged and discussion took place with regard to the need to take a fresh look at the admission arrangements. LL advised that a review will take place during next academic year. MM advised that the Coed project has been very successful in terms of admissions with both schools performing well.	
6	Managed Moves	In SM absence MM updated the forum with regard to performance for general transfers. There have been 975 transfers during the reporting period and other than in those areas outside of the control of the admissions team (Managed moves, family	

		moves etc), performance, once again was at 100% against the target of processing applications within ten school days. LL noted that in the majority of cases the applications were processed in well under ten days and congratulated the team for their efforts in this area which benefits pupils significantly by ensuring minimal delay in starting school	
7	Parental Guide to School Admissions 2019/20 for consideration	The proposed changes were noted and accepted. Discussion followed with regard to the aided schools admission arrangements where some errors had been noted. MM will contact these schools shortly to request their policy for 2019/20 so that it can be published in the guide. AR – Advised St David’s Catholic Sixth form College to become a voluntary Aided school from January 2019. LL offered the support of the admissions team to aided schools to ensure that their criteria were legal.	MM/ SM
8	Co-ordinated Admission Arrangements for 2019/20 for consideration	LL outlined the offer for the admissions team to undertake the administration of the process for reception intake 2019/20 on a trial basis for aided schools in order to consider the benefits and shortcomings of coordinated arrangements. MM will contact all aided primary schools shortly to request confirmation of their decision with a view to setting arrangements in place for September 2019 admissions.	MM/SM
9	School Organisation update	<p>Co-ed in Barry – progressing well and at speed. Both schools are in the final stages of making the necessary arrangements to a successful opening in September.</p> <p>Band B of 21st Century Schools successful SOP submission. Significant commitment will be required to secure the projects identified, via the approval by WG of appropriate business cases as well as the progressing of public consultations. A 21st Century Schools team is being set up to meet this commitment. The first projects, Coed and an extension to Bro Morgannwg are well underway. The consultation to transfer Llancarfan Primary to a new building is well underway.</p> <p>The Mutual Investment Model (MIM) was discussed in order to finance SOME projects. Vale looking at this towards end of Band B. AR – advised Merthyr and Torfaen already looking at MIM for denominational proposals.</p>	
10	Date for next meeting	Agreed 16 November 2018. Cllr Penrose requested we consider hosting this at Llantwit	MM/SM

		Major Comprehensive school and also thanked CK for her hospitality today.	
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