

# People Scrutiny Commission Agenda



**Date:** Monday, 17 July 2017

**Time:** 2.00 pm

**Venue:** The Writing Room - City Hall, College Green,  
Bristol, BS1 5TR

## Distribution:

**Councillors:** Brenda Massey (Chair), Tony Carey, Mark Brain, Clare Champion-Smith, Eleanor Combley, Anna Keen, Gill Kirk, Cleo Lake, Celia Phipps, Ruth Pickersgill and Liz Radford

**Copies to:** Rachel Abba (DLT Support Manager), John Readman (Strategic Director - People), Hilary Brooks (Service Director, Care and Support - Children & Families), Terry Dafter (Service Director Care & Support - Adults), Paul Jacobs (Service Director Education & Skills), Jacqui Jenson (Service Director - Care & Support, Children & Families), Netta Meadows (Service Director, Strategic Commissioning & Commercial Relations), Annette Jones (Interim Service Manager - Additional Learning Needs) and Louise deCordova (Scrutiny Advisor)

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**Date:** Friday, 7 July 2017

# Agenda

## 1. Welcome, Introduction and Safety Information

2.00 pm

(Pages 4 - 5)

## 2. Apologies for Absence and Substitutions

## 3. People Scrutiny Commission AGM Report

To elect a Vice Chair, note the Terms of Reference and the proposed date of the next meeting.

(Pages 6 - 9)

## 4. Declarations of Interest

To note any interests relevant to the consideration of items on the agenda.

Please note that any declaration of interest made at the meeting which is not on the register of interests should be notified to the Monitoring Officer for inclusion.

## 5. Minutes of Previous Meeting and Action Sheet

To agree the minutes of the previous meeting as a correct record, and to note/review the action sheet.

(Pages 10 - 18)

## 6. Chair's Business

To note any announcements from the Chair

## 7. Public Forum

Up to 30 minutes is allowed for this item.

Any member of the public or Councillor may participate in Public Forum. The detailed arrangements for so doing are set out in the Public Information Sheet at the back of this agenda. Public Forum items should be emailed to [democratic.services@bristol.gov.uk](mailto:democratic.services@bristol.gov.uk) and please note that the following deadlines will apply in relation to this meeting:-

Questions - Written questions must be received 3 clear working days prior to the meeting. For this meeting, this means that your question(s) must be received in this office at the latest by **5 pm on Tuesday, 11 July 2017.**



Petitions and Statements - Petitions and statements must be received on the working day prior to the meeting. For this meeting this means that your submission must be received in this office at the latest by **12.00 noon on Friday, 14 July 2017.**

**8. Targeted Youth Services - Bridget Atkins**

To consider the presentation.

**2.15 pm**

**(Pages 19 - 33)**

**9. Unaccompanied asylum seeking children - Anne Farmer**

To consider the report.

**2.45 pm**

**(Pages 34 - 46)**

**Comfort Break (10 minutes)**

**10. An overview of the School Admission Arrangements in Bristol -  
Conclusions of the People Scrutiny Commission - Paul Jacobs**

To agree the recommendations as set out in the report.

**3.25 pm**

**(Pages 47 - 269)**

**11. Reductions to the Supporting People budget consultation  
update - Lindsay Winterton**

To note the update report.

**3.55 pm**

**(Pages 270 - 310)**



# Public Information Sheet

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(Access to Information) Act 1985

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Members of the public may make a written statement ask a question or present a petition to most meetings. Your statement or question will be sent to the Committee and be available in the meeting room one hour before the meeting. Please submit it to [democratic.services@bristol.gov.uk](mailto:democratic.services@bristol.gov.uk) or Democratic Services Section, City Hall, College Green, Bristol BS1 5UY. The following requirements apply:

- The statement is received no later than **12.00 noon on the working day before the meeting** and is about a matter which is the responsibility of the committee concerned.
- The question is received no later than **three clear working days before the meeting**.

Any statement submitted should be no longer than one side of A4 paper. If the statement is longer than this, then for reasons of cost, only the first sheet will be copied and made available at the meeting. For copyright reasons, we are unable to reproduce or publish newspaper or magazine articles that may be attached to statements.

By participating in public forum business, we will assume that you have consented to your name and the details of your submission being recorded and circulated to the committee. This information will also be made available at the meeting to which it relates and placed in the official minute book as a public record (available from Democratic Services).

We will try to remove personal information such as contact details. However, because of time constraints we cannot guarantee this, and you may therefore wish to consider if your statement



contains information that you would prefer not to be in the public domain. Public Forum statements will not be posted on the council's website. Other committee papers may be placed on the council's website and information in them may be searchable on the internet.

#### **Process during the meeting:**

- Public Forum is normally one of the first items on the agenda, although statements and petitions that relate to specific items on the agenda may be taken just before the item concerned.
- There will be no debate on statements or petitions.
- The Chair will call each submission in turn. When you are invited to speak, please make sure that your presentation focuses on the key issues that you would like Members to consider. This will have the greatest impact.
- Your time allocation may have to be strictly limited if there are a lot of submissions.
- If there are a large number of submissions on one matter a representative may be requested to speak on the groups behalf.
- If you do not attend or speak at the meeting at which your public forum submission is being taken your statement will be noted by Members.

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# People Scrutiny Commission

17th July 2017



**Report of:** Service Director, Legal and Democratic Services

**Title:** People Scrutiny Commission - Annual Business Report

**Ward:** N/A

**Officer Presenting Report:** Louise deCordova, Policy Advisor

**Contact Telephone Number:** 0117 352 6151

## Recommendations

**To elect a Vice Chair for the 2017-18 year.**

**To note the Commission's Terms of Reference.**

**To confirm the additional meeting date set for 2017/18.**

## Summary

This report requests that the Commission elects a Vice Chair and notes the Terms of Reference and the proposed date of the next meeting.

The report also requests that the Commission notes the topics that were selected as priorities for scrutiny by the Overview and Scrutiny Management Board workshop on 26<sup>th</sup> June 2017.

## The significant issues in the report are:

The Proposal at paragraphs 4 and 5.



**Policy**

1.

**Consultation**

2. N/A

**Context**

3. At its meeting on 23 May 2017, Full Council established this Commission with the following Terms of Reference, however please note that these are to be confirmed subject to review by the Overview and Scrutiny Management Board.

*Overview*

The role of the Commission is the overview and scrutiny of matters relating to the People Directorate including care provision, child and family support, education and skills, health (including the statutory health function) and strategic commissioning.

*Functions*

1. To ensure that overview and scrutiny directly responds to corporate and public priorities, is used to drive service improvement, provides a focus for policy development and engages members of the public, key stakeholders and partner agencies.
2. To develop an annual work programme within the total of ten meetings allocated to the Commission which concentrates on limited areas for in depth review (including the appointment of time limited task and finish groups to facilitate this e.g. Select Committees, Working Groups, Inquiry Days) using the following framework.
  - (a) Scrutiny of corporate plans and other major plan priorities with particular reference to those areas where targets are not being met or progress is slow;
  - (b) Input to significant policy developments or service reviews;
  - (c) Review and scrutinise decisions made, or other action taken in connection with the discharge of any functions which are the responsibility of the Mayor/Executive, functions which are not the responsibility of the Executive, and functions which are the responsibility of any other bodies the council is authorised to scrutinise.
3. To make reports and recommendations to Full Council, the Mayor/Executive and/or any other body on matters within their remit and on matters which affect the authority's area or the inhabitants of that area and to monitor the response, implementation and impact of recommendations.
4. To work in collaboration with the Mayor/relevant Executive Member and receive updates from that member on key policy developments, decisions taken or to be taken and progress against corporate priorities.
5. To report on a quarterly basis to the Overview and Scrutiny Management Board on progress against the work programme and on any recommendations it makes.

**Proposal**

4. The Commission is asked to:

- **Elect a Vice Chair for the 2017-18 year**
- **Note its Terms of Reference as agreed by Full Council**
- **Confirm the date of the next meeting as 10.00am-1.00pm on 18 September 2017**

5. The Commission is also asked to note the following topics that were selected as priorities for Scrutiny at the OSMB workshop on 26<sup>th</sup> June 2017. The next steps are for these to be scoped out to enable decisions to be made as to methodology, timescale and resource allocation.

- Parks (becoming cost neutral) – lead by Cllr Charlie Bolton, Jude English and Gill Kirk
- Council Commissioning and Contracts (to include Social Value) – Lead by Cllrs Graham Morris, Don Alexander, Tom Brooke.
- Reducing Demand on Social Services (adults & children’s) - lead by Cllr Brenda Massey and Gill Kirk.
- Council Assets (including strategy, community asset transfer and an acknowledged link to libraries and children centres) – lead by Cllrs Jude English, Anthony Negus and Brenda Massey, Graham Morris
- Cribbs Patchway New Neighbourhood - lead by Cllrs Tom Brooke, Brenda Massey and Geoff Gollop
- Air Quality & Pollution – lead by Cllrs Gill Kirk, Charlie Bolton and Tom Brooke, Jude English
- Children’s Centres – lead by Cllrs Anna Keen and Brenda Massey
- Libraries – lead by Cllrs Anthony Negus, Brenda Massey, Geoff Gollop and Charlie Bolton
- Tower Block Fire Safety – lead by Cllr Charlie Bolton
- MTFP – lead by Cllr Geoff Gollop and Graham Morris
- Youth Council – Cllrs Anna Keen and Tom Brooke to speak to Youth Council and establish if and how Scrutiny can support them

**Other Options Considered**

5. None.

**Risk Assessment**

6. Not applicable

**Public Sector Equality Duties**

7 Before making a decision, section 149 Equality Act 2010 requires that each decision-maker considers the need to promote equality for persons with the following “protected characteristics”: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation. Each decision-maker must, therefore, have due regard to the need to:

- i) Eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010.
  
- ii) Advance equality of opportunity between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to --
  - remove or minimise disadvantage suffered by persons who share a relevant protected characteristic;
  - take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of people who do not share it (in relation to disabled people, this includes, in particular, steps to take account of disabled persons' disabilities);
  - encourage persons who share a protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
  
- iii) Foster good relations between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to –
  - tackle prejudice; and
  - promote understanding.

None at this stage

### **Legal and Resource Implications**

**Legal**

None

**Financial**

None at this stage

**Land**

Not applicable.

**Personnel**

Not applicable.

**Appendices:**

None

**LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

Background Papers: Full Council, 23<sup>rd</sup> May 2017

## Bristol City Council Minutes of the People Scrutiny Commission

27 March 2017 at 10.00 am



### **Members Present:-**

**Councillors:** Brenda Massey (Chair), Jos Clark (Vice-Chair), Lesley Alexander, Mark Brain, Eleanor Combley, Anna Keen, Gill Kirk, Cleo Lake and Ruth Pickersgill

**Officers in Attendance:-** John Readman, Paul Jacobs, Rob Logan, Stephen Beet and Michele Farmer

### **1. Welcome, Introduction and Safety Information**

Councillor Massey, Chair of the People Scrutiny Commission, welcomed attendees to the meeting.

### **2. Apologies for Absence and Substitutions**

Apologies for absence were received from Councillors Radford, Phipps and Radford.

Councillor Paul Goggin attended as a substitute for Cllr Phipps and Councillor Steve Jones attended as a substitute for Councillor Radford.

### **3. Declarations of Interest**

None

### **4. Minutes and Action Sheet of Previous Meeting**

**Resolved – that the following minutes be agreed subject to the amendments noted below:**

- **Bristol City Council, North Somerset Council and South Gloucestershire Council meeting in common– 1st December 2016**
- **People Scrutiny Commission – 23rd January 2017**

The following was noted in relation to the minutes:



- Councillor Paul Goggin had been in attendance at the meeting on the 1<sup>st</sup> December as a substitute for Councillor Keen.

All actions were complete or in progress. The following was noted:

- The Bristol City Council People Scrutiny Commission recently visiting the Bristol Children's Hospital. As part of the visit Councillors received information about the South West and South Wales Congenital Heart Network which provides congenital cardiology and cardiac surgical service for patients in the South West of England as well as a cardiac surgical service to South Wales. The network was currently funded by University Hospital's Bristol NHS Foundation Trust (UHB). Councillors agreed to submit a response to the current consultation to suggest that national funding be allocated. This action would be added to the action tracker. **(Action – Karen Blong)**.

## 5. Chair's Business

The Chair thanked Councillor Champion-Smith for her work as Cabinet Member for People. The Chair welcomed Councillor Holland as the new Cabinet Member for Adult Social Care and Councillor Godwin as the new Cabinet Member for Children and Young People

## 6. Public Forum

Six questions and one public forum statement was received related to various items on the agenda. Mr Patel was not in attendance at the meeting but would be emailed the question responses. **(Action – Karen Blong)**.

Resolved – the Committee noted the public forum submission.

## 7. Performance Monitoring Quarter 3

Paul Jacobs, Service Director for Education and Skills introduced the report and appendices which provided a summary of the main areas of progress towards the delivery of the Corporate Plan 2014-17.

Councillors were invited to ask question and the following was noted as part of the discussion:

### **Performance Indicator (PI) - Increase the percentage of adults receiving direct payments**

- Councillor Pickersgill referred to anecdotal information received that suggested disabled people were less likely to be offered the full package of support when assessed for direct payment. Officers agreed to provide a further breakdown of Direct Payment information which would show the distinction between one off payments and other direct payments. **(Action – Stephen Beet - Head of Service – South/ Hospitals, Adults Care & Support)**.



### **PI - Percentage of older people at home 91 days after discharge from hospital into reablement / rehabilitation**

- Officers confirmed that the wording related to the PI was standardised across all Local Authorities and could be confusing for a lay person to understand. The indicator outlined the number of people who have been at home for 90 days without being re-admitted.

### **PI - Percentage of 17 to 21 year old care leavers in EET**

- Councillor Brain highlighted that although improvement had been made the results were still poor. The data suggested that almost 20% of care leavers would not be education, employment or training due to pregnancy. A further breakdown of the information was requested. **(Action – Angela Clarke - Deputy Service Director, Child & Family Support, Care and Support - Children and Families).**
- Councillors referred to the good service provided at the Meriton - a specialist school based in Bristol which focused on providing education, support, mentoring and advice to teenage girls and young parents. The facility had places available but anecdotal evidence suggested the location of the facility had been challenging for women to access.
- John Readman, People Directorate Strategic Director highlighted that support for children in care and care leavers had been identified as a corporate priority and regular updates were provided at meetings of the Strategic Leadership Team (SLT) and the Learning City Board. Bristol City Council set targets above the national average but more work would still be required to provide care leavers with better opportunities.
- Officers from the Employment and Skills team and Children and Family services work collaboratively to provide support for young people in employment and education. Remodelling of the Care Leavers team would increase expertise and ensure a joined up approach. Young people have complex lives and it was sometimes challenging for them to remain in sustainable employment or education.
- The Mayor has prioritised work experience for young people and BCC should lead by example by providing apprenticeships within the council and supporting a wider apprenticeship expansion.
- Reference was made to the 14-19 officer roles which were currently being processed by the Human Resources team. The process had been slow which could risk experienced staff leaving the organisation. Cllr Massey would request an update at the forthcoming Hope School Governors meeting. **(Action – Cllr Brenda Massey).**
- Officers suggested the area could be further strengthened in youth services commissioning.
- Care Leavers seemed to be more successful in gaining apprenticeships and work in small businesses when more personalised support was provided. Councillors could assist by linking local businesses to the Council.
- Members agreed this area should be a priority and Councillors requested the opportunity for more detailed scrutiny of the issue. Reference was made to the Corporate Parenting Panel (CPP) which all Councillors were encouraged to attend.
- The current scrutiny review was acknowledged. The item would be highlighted for consideration in 2017/18. **(Action – Karen Blong to add Children in Care and Care Leavers to the work programme for further consideration).**





**PI - Reduce the permanent admissions aged 65+ to residential and nursing care, per 100,000 population**

- Councillors noted the error in data collection and re-iterated the importance of correct information.

**Resolved – that the report be noted.**

**8. Risk Register**

John Readman, People Directorate Strategic Director introduced the Directorate Risk register report. It was beneficial for the Commission to receive the report at the same meeting as the Performance Report (previous agenda item). As part of the introduction the following was noted:

- All Council staff managed risk on daily basis. When creating the registers Officers scored risks, considered mitigations then rescored. Some risks remained critical even if they were unlikely due to the possible impact, e.g. Safe guarding.
- The People Directorate had overspent, specifically in Adult Health and Social Care due to increasing service demand and changing legislative requirements in Local Authority Services. Since the 17/18 budget had been approved work will continue to manage the budget and although there were still challenges Officers were more confident that the budget could be managed. The additional national budget investment would assist.
- Consultations on budget saving continued but were still in the early stages. Briefings had been provided for Councillors to ensure their input was captured as part of the consultation process. The commission would be updated in June.

Councillors were invited to ask questions and the following was noted as part of the discussion:

**Risk description - Failure to meet corporate responsibilities to protect children in need and inadequate support to Children in Care and Care Leavers**

- Officers referred to the [Eileen Munro report](#) which stated that the Local Authority would not be able to eradicate risk completely as it cannot be predicted. Professionals working in Bristol were trained to identify children at risk and BCC had the correct provisions in place. Councillors suggested the risk should remain as critical and Officers agreed to reconsider the rating. **(Action – People Directorate Leadership team).**

**Risk description - Failure to deliver the Medium Term Financial Plan and deliver savings included in the financial plan in the context of rising demand and reducing resources**

- Central government had allocated £8.7million additional funding to Local Authorities, similar to Better Care Funding.
- Health colleagues would like the funded routed through health but the Department for Communities and Local Government (DCLG) has confirmed the funding be allocated directly to Health and Social Care. Officers were expecting guidance from central government in April. In



addition to assisting with the current financial pressures the money should also be used to plan for future change work. The funding would reduce in 2018/19 and 2019/20.

- Councillor Pickersgill requested that future risk register provide more detailed information on actions required. Officers could theme areas to assist understanding for Scrutiny members.

**(Action – People Directorate Leadership team)**

**Risk Description: The Directorate fails to ensure adequate safeguarding measures are in place resulting in harm or death to a vulnerable adult or child**

- John Readman confirmed that the risk register presented to the People Commission related to safeguarding across the whole directorate. Risk assessments presented to the Audit Committee would focus on different areas and outcomes could therefore be different. Councillors referred specifically to the Disclosure and Barring Service check and Officers would provide further information to ensure clarity. **(Action – John Readman).**
- All Bristol City Council staff working in the social care services (both adult and children and young people) had the required DBS checks and training.
- The Children and Adult safeguarding board had the oversight responsibility for ensuring that professionals across Bristol had the required training and checks and that all part of the system was safe.
- BCC services across the Council were commissioned by the Commissioning Section which brought all the expertise together and used on commissioning framework. The service was in the remit of the People Directorate and Netta Meadows was the Service Director. Adult Social Care was the largest area of commissioned services. Councillor Cheney was the Cabinet Member for Finance, Governance and Performance and would have responsibility for commissioning overall. Each individual Cabinet Member would have oversight of commissioning within their portfolio.

**Resolved – that the report be noted.**

*The Commission had a ten minutes comfort break.*

**9. Plans for Improving the Experience that People and Organisations have of Section 136 of the Mental Health Act**

The Chair welcomed Keith Pople, Director – Alexander, Catherine Wevill - Programme Manager, Clinical Commissioning Group, Chief Superintendent Geoff Wessell, from Avon and Somerset Constabulary (force mental health lead) and Maria Hamood, Adult Principal Social Worker - Bristol City Council.

Following a Care Quality Commission inspection rating of ‘inadequate’ and ‘requires improvement’ the Avon and Wiltshire Mental Health Partnership NHS trust asked Keith Pople to lead an independent review across partners to consider the approach to Section 136 of the Mental Health Act. The work would also assist in preparing partners for the [Police and Crime Act](#) which would be enacted towards the end of May 2017. Future work would need to be cost neutral.



## Background information

- If a police officer finds any person in a public place who they believe could be mentally ill and in need of immediate care, or control, the officer is allowed to remove them to something known as 'a place of safety'. This is known as being 'sectioned'.
- Once section 136 has been enacted the person would be detained for 72 hours. During this time, mental health professionals could conduct a Mental Health Act assessment.
- The law says that a place of safety should usually be an area within a hospital, set up for the purpose of allowing people detained by the police to be assessed. For young people, it could also be within a children's home or youth centre. On an exceptional basis, it may be necessary to use a police station.
- The Police and Crime Act would change the law and stop the detention in police cells of children and young people under 18 who are experiencing a mental health crisis (and restrict the circumstances when adults can be taken to police stations) by reforming police powers under sections 135 and 136 of the Mental Health Act 1983.

## Presentation and questions

The Committee were provided with a power point presentation (appendix A to the minutes) which provided an overview of how information had been gathered, a summary of the finding and a proposed approach going forward.

Councillors were invited to ask questions and the following was noted as part of the discussion:

- The Section 136 act would be enacted if a person had been deemed a danger to themselves or someone else but there had been no criminal incident. A person would not be taken into a custody suit unless in exceptional circumstances. If a person had committed a crime a different process would be followed.
- The review had covered a large area including Bristol, North Somerset, South Gloucestershire and Bath and North East Somerset. Partners included the Local Authorities, the Police, NHS Trusts including the Ambulance service. At a recent joint governance meeting it was agreed that the proposed programme would be implemented over the whole geographical area.
- Police officers were not mental health professional and tended to be risk adverse. As part of a trial mental health nurses were available for police officers to contact in the control room. The nurse could ask questions and provide the police officer with advice on the correct course of action based on the persons case files and the information ascertained. Even if a person was not detained the police would still have a duty of care to ensure the person was safe.
- 80% of people taken to the section 136 suite would not go on to be detained under the Mental Health Act which suggests they should not have been detained initially.
- The number of people detained under S136 was representative of the community in terms of ethnicity.



- Information from people who had been detained under S136 suggested that sometimes the detention had been more traumatic than the mental health issue itself.
- A specific work stream would be developed for people under the age of 18. No evidence suggested that a specific place of safety for people under 18 were beneficial. Young people tended to be detained out of hours: evenings and weekend. Responses needed to be considered carefully.
- More national data was required on the challenges. Some evidence suggested that delays were because of a lack of doctors which was not related to the AWP provision.
- A two year pilot was 50% funded by the Police and Crime Commissioner and 50% funded by Bristol CCG included the provision of a triage nurse at the control room between 7 am and 10pm. Funding across the partners would be required to increase the service to 24/7. For investment to be transferred from crisis to prevention leadership within the partner organisations would be required. Anecdotal evidence from nurses working in the control room suggested that the role was very rewarding.
- Street triage was also available in Bristol –qualified mental health staff attended call outs both independently and with the police. In 9 months 75% of the people seen were diverted to another service away from the 136 suite.
- In the last six months the control room triage received 4000 incidents were reports, 10% of these were people in crisis. Professionals intervened in 178 cases where officers were about to use S136.
- All the current places of safety are managed by AWP on behalf of commissioners.

Councillors were invited to attend scenario testing in April and May. Further information would be provided. **(Action – Keith Pople)**. Additional information would also be provided on the current process (appendix B).

The Chair thanked the guests for the informative presentation.

## 10. Mental Health Working Group Action Plan Update

John Readman, People Directorate Strategic Director presented the report which provided the Commission with an update on the actions following the Mental Health working group.

Maria Hamood - Principal Social Worker and Victoria Bleazard Public Health consultant were also in attendance for the item.

The Neighbourhoods scrutiny commission were invited to attend for this item as the worked crossed over into the remit of public health.

Councillors were invited to ask questions and the following was noted in relation to the actions:



- Recommendation 6 - Bristol City Council to use its influence to press for changes regarding national policy in respect of mental health by lobbying the government to introduce statutory Personal Social and Health (PHSE) teaching in schools.
  - PHSE has now become statutory which is positive. 90 schools have signed up to the training programme that the Mayor has been promoting. Cascade training (for schools) was taken up by almost all schools (96%), including independent schools. The training had now closed, so the remaining 4% had not been provided with the training. Councillor Claire Hiscott, Cabinet Members of Education and Skills would be contacting schools about further training.
  - Councillors referred to the increase in young people with mental health issues. Work would be required around young asylum seekers, especially unaccompanied minors. Bullying, especially cyber bullying was also highlighted as an ongoing concern. The People and Neighbourhoods Scrutiny Commissions would be meeting together in June to consider the Mental Health and Wellbeing strategy. Cllr Negus requested that young people be invited to input into the meeting. **(Action – Karen Blong to pass this request to the Public Health team).**
  - Michele Farmer, Service Director for Early Intervention and Targeted Support would provide further information on work in schools following the meeting (appendix C).
- Recommendation 9 - The Mayor and elected Members to be asked to sign up to;
  - The Local Authority Mental Health Challenge (<http://www.mentalhealthchallenge.org.uk>) thus becoming a champion for mental health across the area; and
  - Time to Change (<http://www.time-to-change.org.uk>) which is the campaign to challenge mental health stigma and discrimination.

Councillors requested that the information be re-circulated. **(Action – Karen Blong).**

- R12 – Develop a social prescribing pathway to enable residents to access services from voluntary and community groups, and promote the benefits amongst both potential service users and providers, including the Neighbourhood Partnership Wellbeing Grants Panels.

Partners have been working collaboratively to develop the Memorandum of Understanding.

## 11. Information Only Items;

### Home Care Update

- Payments to Home Care providers would increase above inflation and took into account other pressures, e.g. the living wage. Payments would continue to be reviewed to ensure resilience. There were currently no patients delayed at Southmead Hospital because of Home Care provision



and only a small number of delays in other hospitals. Councillors requested an update should the situation significantly change. **(Action – Officers to update the People Scrutiny Commission on any significant change in Home Care provision – Netta Meadows).**

#### **People Directorate Budget Savings - Update on Engagement and Consultation**

- Councillor Kirk suggested contact be made with the Bristol Dementia Alliance. **(Action – Mike Hennessey).**
- An update would be provided on the consultation at the commission meeting in June.

#### **Scrutiny Work Programme**

- The work programme was noted.

#### **Additional Chairs business**

- Refreshments would not be provided at future commission meetings.
- Due to the changes in the Cabinet and the appointment of two Labour Cabinet Members it was unclear if Cllr Massey could continue as Chair of the People Scrutiny Commission as she was also a Labour group member. Further clarity would be sought.

The meeting finished at 12.35pm.

CHAIR \_\_\_\_\_



By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted

# People Scrutiny Commission



**Report of:** Jacqui Jensen, Service Director Care and Support, Children and Families

**Title:** To apprise Scrutiny Commission of the current position in relation to caring for and supporting unaccompanied asylum seeking children in the City

**Ward:** City Wide

**Officer Presenting Report:** Anne Farmer, Area Manager East Central, Care and Support Children and Families, People

**Contact Telephone Number:** 0117 9 0367865

## Recommendation

It is recommended that the People Scrutiny Commission note the current services provision and the plans for developing services to meet the anticipated demand in the context of legislative and policy developments.

## Summary

**The report details the current service provision for this group, including the level of demand for services, and the legislative and policy changes that require changes to service delivery.**

**The significant issues in the report are:**

**The current cohort of UASC, their status, and statistical breakdown  
Placement sufficiency and development  
Workforce development**





# Care and Support, Children and Families

## Safeguarding Position Statement

### Unaccompanied Asylum Seeking Children

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#### 1. Overview of current arrangements

Currently all Local Authorities have a responsibility to accommodate Unaccompanied Asylum Seeking Children [UASC] as corporate parents under Section 20 of the 1989 Children Act. They should be treated as looked after children and provided with the health, education and care afforded to any child with the status of a Looked After Child.

- 1.1 In the year ending March 2016, 22 UASC children started to be looked after, a rise of 32% on the previous year's total of 15. The 2016 figure is in line with this year's referrals with 25 children becoming looked after up to 5<sup>th</sup> July 2017.
- 1.2 As of July 5, 2017 Bristol had 50 unaccompanied asylum seeking children in our care and 21 care leavers
- 1.3 There are three groups of unaccompanied children who arrive in the city:
  - i. Spontaneous arrivals are those who first present once they have arrived in Bristol
  - ii. Those accepted through the National Transfer Scheme which is administered by South West Councils, who coordinate the Regional Strategic Migration Partnership of Local Authorities in the region. This is the mechanism by which children and young people, who have arrived in Kent or other areas where there is a higher than average ratio<sup>1</sup> of unaccompanied children to total child population, are relocated across councils in England. Local Authorities work on a voluntary and in this region, rota'd, basis to accept children through the national scheme.
  - iii. Those accepted from Europe and the camps in Northern France or elsewhere (often referred to as 'Dubs' children).

#### 2 Current position

- 2.1. Currently all young people who are the responsibility of Bristol are cared for either within the Bristol area or placed as closely to Bristol as possible but remain the responsibility of Bristol under Looked After Children's requirements. The majority of all unaccompanied children and young people live in foster care: 37 ( 75%),;11 (21%) live in supported independent accommodation; and 2 (4 %) are living in a children's home.
- 2.2 Bristol has 21 care leavers aged 18-21 who were unaccompanied asylum seeking children when they came into care. The majority live in supported accommodation, however 7 (33%), continue to live with their former foster carer and (4=19%) live in supported independence and 2 (10%) in a children's home.
- 2.3 The largest group are children from Afghanistan (28= 60%), with smaller numbers from Eritrea, Albania, Egypt, Iran, Iraq, Nigeria and Somalia. Similar to the national picture, the majority are male (40 = 93%) and aged 16 or 17 (24 = 56%).

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<sup>1</sup> No region is expected to have in excess of 0.07% in relation to their current total child population with each region expected to increase their numbers to this threshold where appropriate. The ratio does not include children leaving care or out of area placements, with the plan that the transfer scheme will be used to enable out of area placements to be transferred to the host authorities where this is mutually agreed.

### **3 Age Assessments**

3.1 All young people receive an initial screening to determine their age, and if further assessment is required a more detailed age assessment is conducted to ensure that they are placed within both an educational and care service that meets their developmental needs and does not incur safeguarding risks or concerns within the educational and care placements. Children's social workers work closely with the Asylum Team to jointly undertake age assessments, which must be undertaken by 2 qualified social workers as determined by Case Law. Bristol has considerable expertise in this area.

### **3.2 Education**

The education of all unaccompanied children and young people (UASC) who come into in Bristol is overseen by The HOPE; Bristol's Virtual School for Children in Care.

For UASC presenting with a date of birth which makes them of statutory school age (school years 7 to 11), this is an application to the closest school to the home address with a good or outstanding Ofsted judgement.

3.3 For older young people this is usually an application to the closest college offering a suitable ESOL course (English for Speakers of Other Languages)

### **3.4 Health**

Whilst there is no dedicated health service for unaccompanied children and young people in Bristol and the treatments offered are not always adapted or appropriate to their specific requirements, Thinking Allowed the support service for Looked After Children have established a pathway so that when a child or young person presents at The Haven (normally their first point of contact with services) the Children Looked After Nurses (CLAN) and Thinking Allowed are notified. Their experiences often impact after the initial settling in period and can manifest in some form of post traumatic syndrome and the CAHMS service provide additional expertise. Since January 2017 Area Social Work services have also had access to Primary Mental Health Specialists and their expertise is also being utilised to support the young people, social workers, and carers immediately after their arrival.

## **4 Areas of improvement in last year**

*Include innovative and creative responses, impact on outcomes for children*

4.1 Current developments include increasing the provision for the 16 plus age group by commissioning 2 small accommodation units from 16-25 Independent People, where 6 young people age assessed as over 16 years can live with key supports within a local community.

4.2 The recent campaign to recruit foster carers for asylum seeking children and young people indicated that there is willingness in Bristol to care for this vulnerable group. Following a recruitment event, which was well attended, 8 potential carers are progressing with fostering or specialist lodgings assessments, and 10 are wishing to be trained as mentors. However, further care placements are needed to meet demand.

4.3 The HOPE have significantly reduced the delay between UASC coming into care and their start in appropriate education, although the 20 day target as stipulated in the Admissions Code remains difficult to achieve. The HOPE facilitates closer partnership working between schools and children's social care.

4.4 Training for foster carers, and social workers to support their development in working with this group by having a clearer understanding of the legislation, cultural issues and potential

trauma that young people have experienced has been developed. Training for social workers has been arranged during 2017 and 80 social workers will have received training by the end of the year.

## **5 Identified areas for improvement or development**

### *Responding to key risks*

- 5.1 Placement sufficiency continues to be a key challenge. The range of suitably knowledgeable and confident foster carers to meet the needs of these children and young people does not currently meet demand.
- 5.2 Based on the current cohort, there is a need for more independent accommodation similar that provided by 16:25 Independent People.
- 5.3 The voluntary sector in the city has provided valuable support and opportunities for integration and care to ensure that young people have an opportunity to develop links with the refugee and established communities that reflect their country of origin. However, a more coherent and 'joined up' offer is needed. There has been a start to this work during the November to January 2017 period. A series of meetings was arranged with faith based and voluntary organisations that are keen to work the Bristol both on meeting specific need, and by developing an offer to young people to support their integration.
- 5.4 For some young people, there is a need to provide a more coherent educational offer, particularly when young people arrive mid-point in the academic year with limited understanding of English and a disrupted educational experience.

## **6 Priority Actions**

### *Responding to section 4 above. Link to relevant improvement plan etc.*

- 6.1 Placement sufficiency - to ensure that there are sufficient care placements to meet the need of those requiring foster care, lodgings and more independent living opportunities. This will be led by the specialist children's commissioning service and the Fostering service as part of recruitment plans during 2017.
- 6.2 Increased training and development for carers and social workers, to help them: understand the emotional trauma experienced by many UASC; to understand the underpinning legislation; and to develop cultural competence to meet the needs of this group. This will be taken forward by the Children's Workforce Service.
- 6.3 Developing an integrated offer by working closely with the faith based organisations and the voluntary sector, led jointly by the Area Manager for Bristol East Central and the Through Care Head of Service.
- 6.4 Joint work with the HOPE school to improve access to education in both schools and appropriate FE colleges.

## **7 Supporting information and evidence**

*The report presented to the corporate parenting panel 6th February 2017, provides more detail. .*

**Author:** Anne Farmer, Area Service Manager – East/Central

**Date:** 7<sup>th</sup> July 2017

# Report to the Bristol Corporate Parenting Panel

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**Report Title:** Unaccompanied Children and Young People:  
Corporate Parenting Panel Briefing

**Meeting date:** 6<sup>th</sup> February 2017

**Report Owner:** Ann James Head of Service, Children in Care and Care Leavers

**Department:** People Directorate Children and Families, Care and Support

**Email address:** ann.james@bristol.gov.uk

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## Purpose of the report

- To appraise Corporate Parenting Panel of the current position in relation to caring for and supporting unaccompanied asylum seeking children and young people in the City
- To appraise Corporate Parenting panel of the national and regional context of caring for and supporting unaccompanied children and young people, including financial support, anticipated demand and legislative and policy developments
- To note the response of the community in Bristol in wanting to respond to the needs of unaccompanied children and young people coming to the City

## Introduction and context

Bristol has cared for and supported unaccompanied children arriving in the city and seeking asylum since the early 1990s when children and young people travelled to the UK escaping conflict in Bosnia, Serbia and Croatia. Since that time, children and young people have presented in the city with increasing frequency and from a variety of countries of origin escaping conflicts in Afghanistan, the Middle East and Africa.

There are three groups of unaccompanied children who arrive in the city:

- Spontaneous arrivals are those who first present once they have arrived in Bristol
- Those accepted through the National Transfer Scheme which is administered by South West Councils coordinate the Regional Strategic Migration Partnership of Local Authorities in the region. This is the mechanism by which children and young people, who have arrived in Kent or other areas where there is a higher than average ratio<sup>1</sup> of unaccompanied children to total child population, are relocated across councils in England. Local Authorities work on a voluntary and in this region, rota'd, basis to accept children through the national scheme.
- Those accepted from Europe and the camps in Northern France or elsewhere (often referred to as 'Dubs' children).

Upon arrival in Bristol or the UK, for those coming from European Camps or through the National Dispersal Scheme, an initial interview and age assessment is undertaken to determine the child or young person's age. Those reporting and initially assessed as under 18 become looked after children under Section 20 of Children Act 1989 and a placement found that is best able to meet their needs. The child or young person will then receive all the support and services provided to children in our care whilst the full age assessment is completed. This is generally a time of uncertainty for young people as most are aged 15-17, have poor English and little understanding of the looked after

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<sup>1</sup> No region is expected to have in excess of 0.07% in relation to their current total child population with each region expected to increase their numbers to this threshold where appropriate. The ratio does not include children leaving care or out of area placements, with the plan that the transfer scheme will be used to enable out of area placements to be transferred to the host authorities where this is mutually agreed.

children's system in the UK. Use is made of translation services to help us, the young person and carers or others understand what's happening and what's needed.

In addition to the looked after children system, unaccompanied young people are required to negotiate the Immigration system. They will be given leave to remain in this country on a discretionary or permanent basis.

At age 18, unaccompanied children who have leave to remain or who are appealing against the end of their leave to remain will become Former Relevant Care Leavers provided with the full range of support and services available to all care leavers. Pathway Planning with such young people is complex as it must incorporate plans to stay in the UK alongside the possibility of departure from the UK and must include support for legal and Home Office requirements alongside the support required for the young person to develop the skills for a successful adulthood.

For those whose appeal rights have ended however, the Immigration Act 2016 removed all rights under the Children Act. The expectation is that these young people will be returned to their country of origin and that support and services revert to the National Asylum Support Service (often termed the NASS system) whilst they remain in the country<sup>2</sup>.

## **Profile of unaccompanied children and young people**

### **National picture**

According to Home Office Immigration Statistics, the UK received 3,206 asylum claims from unaccompanied asylum seeking children in the year ending March 2016, a 57% increase on the year ending March 2015 with the highest numbers coming from Albania, Eritrea, Afghanistan, Syria, Vietnam, Iraq and Iran. 73% of all claims were granted refugee status, humanitarian protection or some other form of leave to remain in the UK. The majority of children were male (around 90%) and aged 16 or 17 (over 61%). Half of this age group was placed in semi-independent living arrangements and half were fostered, with nearly all under-16 year olds fostered.

### **Bristol picture**

As of 20<sup>th</sup> January 2017 Bristol had 43 unaccompanied asylum seeking children in care and 21 care leavers. A detailed breakdown is provided as Appendix 1.

### **Children in Care**

In the year ending March 2016, 22 children started to be looked after, a rise of 32% on the previous year's total of 15. The 2016 figure is in line with this year's referrals with 20 children becoming looked after up to 20<sup>th</sup> January 2017. The largest group are children from Afghanistan (26 = 60%), with smaller numbers from Eritrea, Albania, Egypt, Iran, Iraq, Nigeria and Somalia. Similar to the national picture, the majority are male (40 = 93%) and aged 16 or 17 (24 = 56%). The majority of all unaccompanied children and young people live in foster care (30 = 70%), 11 (26%) live in supported independence and 2 (5%) in a children's home.

### **Care leavers**

Bristol has 21 care leavers aged 18-21 who were unaccompanied asylum seeking children. The largest group are children from Afghanistan (11 = 52%), with a much smaller numbers from Albania and individual young people from Bangladesh, Eritrea, Iran, Iraq, Kenya and Mali. The majority are male (18 = 86%) and aged 18 or 19 (16 = 76%). The majority live in supported accommodation (7 = 33%), or continue to live with their former foster carer (4=19%) live in supported independence and 2 (5%) in a children's home. Meeting the needs of unaccompanied children and young people

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<sup>2</sup> The DfE and the Home Office will issue regulations and guidance required to implement new support arrangements later in 2017. As part of this, DfE plan to consult on revised guidance for local authorities on the care of unaccompanied and trafficked children.

## Health

Children and young people often require additional health care with young people having both physical and mental health needs relating to their experiences and journey to the UK. This is provided or brokered by our Children Looked After Nurses and Thinking Allowed Service.

Their experience suggests that for the first few weeks after arrival young people appear to cope well, sometimes showing signs of relief that their journey is over. However, leaving family, friends and country and travelling to the UK is often traumatic and on arrival the immigration process is complex, challenging and anti-therapeutic. After a number of months they often hear that some of these young men are having trouble sleeping, are irritable and short tempered, with formal assessment finding that they are showing signs of Post-Traumatic Stress Disorder.

Whilst there is no dedicated health service for unaccompanied children and young people in Bristol and the treatments offered are not always adapted or appropriate to their specific requirements, Thinking Allowed have established a pathway so that when a child or young person presents at The Haven (normally their first point of contact with services) the Children Looked After Nurses (CLAN) and Thinking Allowed are notified. The child's social workers and foster carer will then be invited to an appointment soon after the young person's arrival to begin to think about their emotional well-being and mental health and to identify things to look out for.

Additionally, the locality CAMHS' teams have developed considerable expertise, with the East Central Team in particular providing therapy to unaccompanied children and young people, support to foster carers and consultation to schools and other CAMHS teams. Their time is limited, and the absence of a dedicated health service means that some young people have to access adult specialist reception services or rely on school and foster carers.

A recent survey undertaken by Barnardo's in Bristol identified that staff and carers feel they lack the knowledge, experience or skills to feel confident in working with asylum seeking children and young people.

## Education

The education of all unaccompanied children and young people (UASC) who come into in Bristol is overseen by The HOPE; Bristol's Virtual School for Children in Care.

### What is The HOPE doing?

The HOPE supports Social Workers to apply for appropriate educational provision for all UASC.

- For UASC presenting with a date of birth which makes them of statutory school age (school years 7 to 11), this is an application to the closest school to the home address with a good or outstanding Ofsted judgement. The HOPE aims for all statutory school age UASC to be admitted within 20 school days of coming into care as per the Admissions Code. Bristol currently has 24 UASC of school age; of whom 23 are in school and 1 is newly arrived and awaiting a place.
- For older young people this is usually an application to the closest college offering a suitable ESOL course (English for Speakers of Other Languages). Bristol currently has 24 UASC in Years 12-14; of whom 22 are in college and 2 are newly arrived and awaiting a place.

Where The HOPE is made aware by the child's social worker or Asylum Team worker that it is thought the child may be older than the age they have given or may even be an adult, the HOPE work with social care colleagues and the education setting to ensure an appropriate course of action to safeguard all involved.

On two occasions, when an individual was thought to be an adult, no action was taken to identify education and both were subsequently referred on to NASS as adults and left care. On three occasions, young people have been placed on a school roll, but with applications to City of Bristol College for 'Early College' places while the age assessment was ongoing. City of Bristol College have worked to respond to need and provide a 15 hour per week provision. In these three cases, there was multi-agency agreement that this was the most appropriate course of action.

## Successes

- The HOPE have significantly reduced the delay between UASC coming into care and their start in appropriate education, although the 20 day target as stipulated in the Admissions Code remains difficult to achieve.
- Practice has improved with social workers contacting The HOPE soon after a UASC arrives and apply for education in a timely manner.
- The HOPE facilitates closer partnership working between schools and children's social care.
- Schools are reassured that there is a fair distribution of UASC across schools and that age concerns are taken seriously and managed appropriately. The HOPE has also maintained a clear expectation that newly arrived young people should access mainstream education via the ordinary processes of application, just as would be the case for any other child.
- A flowchart of the process has been developed and is currently being trialled with East Central Social Work Teams, who case manage the majority of new arrivals.
- The HOPE have worked with EC schools to co-fund the post of 'Induction Officer for UASC' who started in post in September 2016. Her work is one of brokerage and assistance to ensure good communication between care, young person, school and other agencies. It also includes work with children from other local authorities in Bristol school – currently six young people, the same number as Bristol has in out of area schools.
- The HOPE and Schools Safeguarding Team are currently developing some training for school staff around understanding and meeting the needs UASC.
- Many UASC embrace the education they are offered in the UK, are highly ambitious and go on to make extraordinary progress. In the vast majority of cases, schools speak of UASC as extremely positive and hardworking, members of their schools.

## Challenges

- Schools in some other LAs are much less willing to take UASC without a definitive date of birth and in others, schools places are oversubscribed, both having the effect of delaying entry to education.
- In some schools the provision of teaching English as a second language is extremely limited.
- Placement moves in the first few months can be multiple, particularly where emergency short-term accommodation has been sourced in the first instance. These geographical moves are the biggest challenge to meeting the '20 day' target with anticipation of potential moves sometimes causing Social Workers to delay making a school application.
- Age assessments and appeals can take in excess of six months, which breeds uncertainty for the young person, their school and placement.
- Funding for 'Early College' placements is below the cost of the course which creates a cost pressure that is currently met by the Council.
- City of Bristol College have accepted the majority of UASC post-16 students; this has put pressure on their English as a Second Language Course which in turn has meant delayed starts for UASC who arrive at the 'wrong' time of year i.e. February to July as they have to wait until September's intake.

## Asylum team

Children's social workers work in close liaison with the asylum team to jointly undertake age assessments with the child's social worker and advise on immigration application and appeals process. Case law have directs that all age assessments must be completed by two qualified social workers<sup>3</sup>. Bristol's asylum team have developed considerable expertise in undertaking age assessments and are sometimes commissioned by other local authorities. The process must be evidence based and can require an extended period particularly when the assessment finds the young person to be older than their given age are often subject to legal challenge.

## Safeguarding

In relation to age assessments, due regard must be given to safeguarding both unaccompanied and other children in foster care and at school ensuring that young adults or those who declared age may not reflect their true age are not

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<sup>3</sup> Referred to as 'Merton compliant'

placement and, as noted above, in school.

In 2014 the Government issued statutory guidance on unaccompanied and trafficked children outlining and enhancing local authority and other agencies' responsibilities under the Children Act to unaccompanied and trafficked children. It required local authorities to clearly record and plan measures that will safeguard and support children where trafficking is a concern.

## **Community support – the offer**

The media coverage of the refugee camp in Calais captured the interest of many people in Bristol who then pledged their support for children and young people coming to live in the city. The Mayor too has been explicit in his commitment to Bristol as a City Of Sanctuary, offering an initial 10 placements to unaccompanied children.

As a result of this groundswell of support from various sections of the community, including refugee and faith communities, a project group chaired by the Placement Services Manager was formed to coordinate the offer to newly arrived children and young people. The offer includes practical help such as training to staff and carers as well as gifts such as 'start up home packs' for older young people, copies of the Quran, and donations of money to help with legal expenses as well as the offer of longer term sponsorship. At Christmas, friends of the Bristol Calais Refugee Solidarity group in Bristol and the USA raised over £1000 for the young people who had recently arrived from Calais that was gifted to young people and used in the January sales!

## **Placements**

Bristol has developed its carer and supported accommodation provision to be better able to meet the needs of unaccompanied children and young people. Ensuring there is sufficient provision across a range of placement types remains a challenge. In November, in response to need and the community response, Bristol's fostering service led a recruitment event for people interested in fostering, providing supported lodgings or becoming a mentor. The response was huge with 150 people signing up to attend. A further event is scheduled for 31<sup>st</sup> January and 360 people have booked to attend.

At the event, the service registered the following enquiries:

- 1 short breaks for disabled children enquiry
- 1 adoption enquiry
- 40 mentoring enquiries- with many more emailed who couldn't make the meeting.
- 9 Supported Lodgings enquiries
- 16 Fostering Unaccompanied children only enquiries
- 6 Fostering Unaccompanied children or Supported Lodgings
- 2 Fostering Unaccompanied children or other types of fostering

From these enquiries 10 people are progressing with an application to become a mentor and 8 for fostering and/or supported lodgings. Reconstruct manage Bristol's Independent Visitor Scheme and will assess and train these mentors, expecting about one third to complete the course and be matched with a young person. 8 of the 10 are of white UK origin. In addition to this, Bristol is working with Home for Good, a Christian organisation focussed on triggering church communities to consider becoming foster carers or adopters.



In terms of supported accommodation, whilst all supported accommodation options are available to unaccompanied young people, Bristol has recently worked with 16-25 Independent People to secure two specific houses and additional support for two friendship groups of unaccompanied young people.

## **Bristol's Independent Reviewing Service**

All children in care are allocated an Independent Reviewing Officer. The Reviewing Service has provided the following comment for Corporate Parenting Panel:

“There is often delay at the beginning of the child's journey in care as age assessments can take a long time. This has varying consequences for the council. Some UASC in semi-independent living are at a disadvantage as support workers do not leave the accommodation, which in turn places a lot of pressure on the Social Worker to provide everything from a trip to the GP, to medicals, purchasing clothes, bedding and general company, whereas carers can meet a number of these needs in other placement types.

There has been huge improvement in progressing applications and working with the Home Office as it is now better understood by more workers. Bristol is so lucky to have the Asylum Team and Angela Evans whose knowledge is amazing. The team is now larger which we hope will speed up the completion of age assessments.”

## **Cost information**

The Home Office makes an additional payment to a local authority caring for an unaccompanied minor in line with the following criteria:

Arrived in UK before 30/6/16:

- under 16 years - £95 per day
- over 16 - £71 per day

Arrived in UK after 1/7/16:

- under 16 £114 per day
- over 16 £91 per day

Payment is made in the expectation that it covers social work, independent review, advocacy, participation and independent visiting costs as well as the cost of the child' or young person's placement. In line with Children Act Requirements, the right placement is selected on the basis of an assessment of need. Some placement types cost far more than the funding available from government and, for the 43 children and young people for whom Bristol is currently submitting a claim, the in-year cost pressure to the local authority is just below £439k.

At December 31<sup>st</sup>, the following placement types were being used for the 43 children and young people:

- 13 with Bristol foster carers
- 14 with independent fostering agencies
- 7 in Bristol Children's Homes
- 9 in supported accommodation including supported lodgings

## **Appendix 1**

### **Bristol UASC statistics - 20 January 2017**

NB Due to the small numbers involved, the percentages are not useful as a precise indicator of performance, and are presented here to give a 'rough idea' of the proportions. It is of particular importance to bear this in

mind when looking at the care leavers indicators.

The 'missing' figures have been presented for all children over the whole time period (rather than for a more specific group or period), as there were so few missing episodes/children with missing episodes.

**Number of UASC currently being looked after**

Bristol, 20 January 2017	43
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**Number of UASC referral starts per year**

Bristol, 01 April 2011 to 20 January 2017

year	number
2011/12	3
2012/13	8
2013/14	2
2014/15	15
2015/16	22
2016/17 (to 20/01/17)	20

**Age profile of UASC currently being looked after**

Bristol, 20 January 2017

Single year of age	number	%
12	1	2.3
13	2	4.6
14	6	14
15	10	23.3
16	10	23.3
17	14	32.6
Age group	number	%
12 to 15	19	44.2
16 and 17	24	55.8

**Gender of UASC currently being looked after**

Bristol, 20 January 2017

	number	%
Male	40	93
Female	3	7%

**Country of origin of UASC currently being looked after**

Bristol, 20 January 2017

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	number	%
Afghanistan	26	60
Eritrea	6	14
Albania	4	9
Egypt	2	5
Iran	2	5
Iraq	1	2
Nigeria	1	2
Somalia	1	2

**Placement location of UASC currently being looked after**

Bristol, 20 January 2017		
	Number	%
Bristol	31	72
Other West of England	8	19
Outside West of England	4	9

**Placement type of UASC currently being looked after**

Bristol, 20 January 2017		
	number	%
Agency FC	16	37
In-House FC	14	33
Supported Accommodation	10	23
In-house Children's Home	2	5
Independent Living	1	2

**Missing episodes since 01 April 2011**

	children	episodes	max episodes per child	notes
Absent without authority	2	3	2	
Missing	8	10	2	2 children went missing (1 in April 2011 and 1 in July 2014) and were not found - their cases were closed

**UASC or former-UASC care leaver statistics**

Bristol, 21 November 2016 to 20 January 2017		
	number	
Number eligible for, and receiving, care leaver support	21	
In touch within last 2 months	15	
In suitable accommodation	14	

In EET	13	
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<b>Accommodation types of UASC or former-UASC care leavers, at their latest contact in the past 2 months</b>		
Bristol, 21 November 2016 to 20 January 2017		
	number	
Semi-independent, transitional accommodation	7	
With Former foster carers	4	
With parents or relatives	1	
Independent living	1	
Emergency accommodation	1	
In custody	1	

<b>Country of origin</b>	
Afghanistan	11
Albania	4
Bangladesh	1
Eritrea	1
Iran	1
Iraq	1
Kenya	1
Mali	1
<b>Gender</b>	
Female	3
Male	18
<b>Age (at 20/01/17)</b>	
18	8
19	8
20	4
21	1

# People Scrutiny Commission

17<sup>th</sup> July 2017



**Report of:** Andrea Dell, Service Manager – Democratic Engagement

**Title:** An overview of the School Admission Arrangements in Bristol - Conclusions of the People Scrutiny Commission

**Ward:** Citywide

**Officer Presenting Report:** Paul Jacobs, Service Director- Education & Skills

**Contact Telephone Number:** 0117 92 24836

## Recommendation

It is recommended that the People Scrutiny Commission:

- a) Agree the report and the recommendations attached as appendix A
- b) Refer the report to the Mayor and Cabinet for consideration.

If the report and recommendations are accepted by the Mayor and Cabinet updates will be provided via an annual School Admissions report to the People Scrutiny Commission.

## Summary

School admission arrangements were highlighted as a priority area by the People Scrutiny Commission in the 2016/17 work programme.

Two Scrutiny events were held:

- Overview: A workshop in December 2016 provided Councillors with a detailed overview of how School Admission arrangements were administered in Bristol.
- Scrutiny: An Inquiry Day in February 2017 provided a forum for community stakeholders and school representatives to present their views on the school admission arrangements in Bristol.

## The significant issues in the report are:

The report at Appendix A.



## **Policy**

1. Mayor Marvin Rees identified School Admissions as a priority area in The Bristol City Council Corporate Strategy 2017 - 2022. The strategy outlines seven key commitments, with one of them being 'We will increase the number of school places and introduce a fairer admissions policy'.

The Mayor recognised the need for in depth consideration of the complex issue and the item was referred to the People Scrutiny Commission.

The School Admissions Code and the School Admission Appeals Code set the legal framework for admissions. Both the local authority and schools must comply with the requirements and restrictions of these codes.

## **Consultation**

### **2. Internal**

2.1 In order to ensure the workshop provided the information Councillors required a survey was circulated prior to the workshop.

A steering group was formed to plan and oversee the workshop and inquiry day. Members of the steering group were:

- 4 x People Scrutiny councillors
- The Cabinet Member for Education and Skills
- The Service Director for Education and Skills
- Officers from the School Admissions team
- Officers from Place Planning team.

The steering group have approved the attached report and recommendations (appendix A).

### **2.2 External**

- A range of community representatives were invited to attend the inquiry day to present their view on school admission arrangements.
- All secondary schools in Bristol were invited to attend the inquiry day to present their view on school admission arrangements.

## **Context**

3. Following the referral from the Mayor, School admission arrangements were highlighted as a priority area by the People Scrutiny Commission in the 2016/17 work programme. Councillors had questions about how the Local Authority approached school admissions and school appeals and further clarity was required around the relationship between Bristol City Council and Academies. Councillors felt it was important to receive information from residents on their experience of school admission arrangements in Bristol.

Due to the complexity of the issue it was agreed that two scrutiny events would be required:

**i. Councillor workshop – December 2016**

The workshop aimed to:

- ◆ Provide Councillors with an in-depth knowledge about School Admission arrangements in Bristol. The information provided at the workshop would assist Councillors to support and sign post constituents and manage public expectations prior, during and after the admissions process.
- ◆ Provide the knowledge required for the Inquiry Day, including information on the Local Authority’s strategic responsibilities.

The outcome of the workshop shaped the planning of an Inquiry Day.

**ii. Inquiry Day – February 2017**

The aim of the event was to receive information from external representatives and provide a forum for Councillors to ask questions;

- ◆ to receive information from community groups on their experiences of school admission arrangements
- ◆ to receive information about school admission arrangement from school representatives.

Following the Inquiry Day the steering group met to reflect on the wealth of knowledge received and agreed five recommendations (R):

- R1. Strengthen Bristol City Council’s oversight of Admissions through an Annual update. For example, Scrutiny could review school admissions information annually and submit a report which tracked the inquiry day recommendations, to the Executive Board. It is recommended that the update is presented to scrutiny in late May/early June so observations can be included in the comments section of the Office of the Schools Adjudicator (OSA) annual report.
- R2. Councillors recommend that the Mayor:
- a) meets with Principals and Chairs of Academy Boards that have a catchment area that extends beyond Bristol to discuss increasing the percentage of places reserved for Bristol pupils
  - b) requires all new or expanding schools which receive capital investment from Bristol City Council to prioritise Bristol pupils as part of their admission criteria.
- R3. Officers to work with Councillors and community groups to strengthen advice and support available for parents on admissions processes, building on the successful Health Champions model in Public Health (appendix 1 provides an outline of Health Champions). Councillors should actively encouraged parents / carers to use all three of their preference choices and include a local school.
- R4. Councillors recommend that the Mayor endorses a campaign, to include social media, faith groups and City Partners to recruit more Black and Minority Ethnicity members on BCC Appeals Panels\*

R5. Request the Mayor, Councillors and City Partners to take opportunities to promote Bristol schools and offer targeted support for under-subscribed schools, for example Councillors and City Partners could

- Meet with Head teachers and attend school open days
- Promote local business links
- Become a school governor.

\* The School Appeal team ran a recruitment campaign that has attracted around 15 new panel members from the BME community. The new panel members have received training and are now starting to shadow appeals.

### **Proposal**

4. It is recommended that the People Scrutiny Commission:
  - a) Formally agree the report and the recommendations attached as appendix A.
  - b) Refer the report to the Mayor and Cabinet for consideration.

If the Mayor and Cabinet agree the report updates on the recommendations will be provided to People Scrutiny commission via the annual School Admissions report.

### **Other Options Considered**

5. None.

### **Risk Assessment**

6. Not applicable

### **Public Sector Equality Duties**

- 7 Before making a decision, section 149 Equality Act 2010 requires that each decision-maker considers the need to promote equality for persons with the following “protected characteristics”: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation. Each decision-maker must, therefore, have due regard to the need to:
  - i) Eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010.
  - ii) Advance equality of opportunity between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to --



- remove or minimise disadvantage suffered by persons who share a relevant protected characteristic;
  - take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of people who do not share it (in relation to disabled people, this includes, in particular, steps to take account of disabled persons' disabilities);
  - encourage persons who share a protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
- iii) Foster good relations between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to –
- tackle prejudice; and
  - promote understanding.

### **Legal and Resource Implications**

#### **Legal**

None

#### **Financial**

None at this stage

#### **Land**

Not applicable.

#### **Personnel**

Not applicable.

### **Appendices:**

Appendix A – An overview of the School Admission Arrangements in Bristol - Conclusions of the People Scrutiny Commission.

### **LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

Background Papers:

None.

### **LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

Background Papers: Background information has provided in the appendices of the report (attached as appendix A).



## **BRISTOL OVERVIEW AND SCRUTINY**

# **An overview of the School Admission Arrangements in Bristol**

Conclusions of the People Scrutiny Commission

May 2017



## 1. Executive Summary

Overview and Scrutiny, known in Bristol as 'Scrutiny' is a process that ensures that decisions taken by the Council and its partners reflect the opinions, wishes and priorities of residents in Bristol.

School admission arrangements were highlighted as a priority area by the People Scrutiny Commission in the 2016/17 work programme. Councillors had questions about how the Local Authority approached school admissions and school appeals, and further clarity was required around the relationship between Bristol City Council and Academies. Councillors felt it was important to receive information from residents on their experience of school admission arrangements in Bristol.

In addition to this Bristol elected a new Mayor in May 2016. Mayor Marvin Rees identified School Admissions as a priority area in [The Bristol City Council Corporate Strategy 2017 - 2022](#). The strategy outlines seven key commitments, with one of them being '*We will increase the number of school places and introduce a fairer admissions policy*'.

The Mayor recognised the need for in depth consideration of the complex issue and the item was referred to the People Scrutiny Commission.

Two Scrutiny events were held:

- **Overview:** A workshop in December 2016 provided Councillors with a detailed overview of how School Admission arrangements were administered in Bristol.
- **Scrutiny:** An Inquiry Day provided a forum for community stakeholders and school representatives to present their views on the school admission arrangements in Bristol.

Following the events the People Scrutiny Commission proposes the following five recommendations:

**Recommendation 1.** Strengthen Bristol City Council's oversight of Admissions through an Annual update. For example, Scrutiny could review school admissions information annually and submit a report which tracked the inquiry day recommendations to the Executive Board. It is recommended that the update is presented to scrutiny in late May/early June so observations can be included in the comments section of the Office of the Schools Adjudicator (OSA) annual report.

**Recommendation 2.** Councillors recommend that the Mayor:

- a) meets with Principals and Chairs of Academy Boards that have a catchment area that extends beyond Bristol to discuss increasing the percentage of places reserved for Bristol pupils
- b) requires all new or expanding schools which receive capital investment from Bristol City Council to prioritise Bristol pupils as part of their admission criteria.

**Recommendation 3.** Officers to work with Councillors and community groups to strengthen advice and support available for parents on admissions processes, building on the successful Health Champions model in Public Health (Appendix 1 provides an outline of Health Champions). Councillors should actively encourage parents / carers to use all three of their preference choices and include a local school.



R4. Councillors recommend that the Mayor endorses a campaign, to include social media, faith groups and City Partners, to recruit more Black and Minority Ethnicity members on BCC Appeals Panels

R5. Request the Mayor, Councillors and City Partners to take opportunities to promote Bristol schools and offer targeted support for under-subscribed schools, for example Councillors and City partners could

- Meet with Head teachers and attend school open days
- Promote local business links
- Become a school governor.

## 2.1 Background and context

As the Local Education Authority (LEA) Bristol City Council has legal roles and responsibilities which include:

- Ensuring sufficient school places are available
- Reducing surplus places by closing or reorganising schools
- Assessing and providing home to school transport
- Providing support services for schools
- Assisting the government in implementing initiatives and legislation relating to schools, children and families
- Allocating finance to schools to act as the admission authority for Community and Controlled schools and the coordinating authority for all schools.

In previous years the majority of schools were state funded and were accountable to the Local Authority. Since the Academies Act 2010 the number of academies in Bristol has increased dramatically. Academy schools are directly funded by the Department for Education and independent of local authority control. Academies are run by academy trusts and do not have to follow the national curriculum. They have greater freedom to set their own term times and admission arrangements. If a parent/carer has been refused a place for their child at a preferred school they have the right to appeal against the decision of the Admission Authority. Academies can choose to administer their own school appeals. Appendix A provides an explanation of some key terms.

Bristol City Council works with partner organisations, including Academies as part of the Bristol Learning City partnership. The main aims of the Partnership are to:

- champion learning as a way to transform lives, communities, organisations and the city; we want everyone to be proud to learn throughout their lives
- take responsibility for learning across the city, to tackle the systemic challenges that lead to inequality, by sharing our expertise, targeting our resources and taking collective action to add value to the work we do individually
- realise a shared vision, deliver change and make a greater impact



## 2.2 Bristol Data

[The Integrated Education & Capital Strategy \(2015-2019\)](#) Published September 2015 (Revised January 2016) provides the following Bristol data:

Primary Schools	Secondary Schools
<ul style="list-style-type: none"> <li>• 108 settings with primary age children in the city</li> <li>• 45 are designated as Academies</li> <li>• 6 are Trust Schools organised into two hubs</li> <li>• 2 are Free Schools</li> <li>• 25 are Faith schools (13 Church of England and 12 Catholic)</li> </ul>	<ul style="list-style-type: none"> <li>• 22 settings for secondary age children in the city</li> <li>• 18 are designated as Academies</li> <li>• 1 is a Foundation Trust forming part of the South East Co-operative Trust and</li> <li>• 2 are Voluntary Aided schools (one Church of England and one Catholic).</li> <li>• 16 schools use geographical catchment as part of their admission criteria</li> <li>• 6 schools use other admission criteria, i.e. faith or random allocation</li> </ul>

Bristol is a multicultural city with a population of 449,328 (2015) of which 83,800 are children: almost 19% of the population. There are 34 Wards in Bristol and the age profile in each Ward varies significantly. Wards where more than a ¼ of the population are under 16 are Lawrence Hill (27%), Filwood (26%) and Withywood (25%)

## 3. Scrutiny planning

Councillor Brenda Massey, Chair of the People Scrutiny Commission and Councillor Claire Hiscott, Cabinet Member for Education and Skills met with a steering group of Councillors, the Service Director for Education and Skills and Officers from the Bristol City Council School Admissions team to agree the remit of the work and to plan the scrutiny activity.

Councillors had a multitude of questions about the admission process and it was agreed that a briefing would be required to provide Councillors with a detailed overview of school admission arrangements. This would provide Councillors with an overview of admission arrangements in Bristol.

Discussions highlighted anecdotal evidence received from residents which suggested that the admission arrangements were more challenging for some communities in Bristol. Councillors agreed it was important for stakeholders from the community to input into the discussion to ensure all views were captured.



The steering group agreed the following key areas which required further clarification:

Issue	Key questions to be considered
A. The school admissions application process	<ul style="list-style-type: none"> <li>• Is the process in Bristol accessible to all communities?</li> <li>• What are the challenges faced by Bristol families?</li> <li>• Why are some applications received late?</li> <li>• Are more late applications received from Black and Minority Ethnicity (BME) families?</li> <li>• How many children are allocated a preference choice?</li> </ul>
B. The Admissions criteria of schools in Bristol	<ul style="list-style-type: none"> <li>• Schools who set their own admission criteria are required to consult on the proposals. Does Bristol City Council contribute or challenge as part of this process?</li> </ul>
C. Pupil composition	<ul style="list-style-type: none"> <li>• Do schools reflect the communities where they are located in terms of ethnicity and numbers of children eligible for pupil premium?</li> </ul>
D. Alternative approaches to school admission arrangements	<ul style="list-style-type: none"> <li>• How do neighbouring Local Authorities and other Core Cities approach school admissions?</li> <li>• What are the advantages and disadvantages of community schools versus schools with wider catchments areas?</li> </ul>

Due to the complexity of the issue it was agreed that two scrutiny events would be required:

#### **i. Councillor workshop – December 2016**

The workshop aimed to:

- ◆ Provide Councillors with an in-depth knowledge about School Admission arrangements in Bristol. The information provided at the workshop would assist Councillors to support and sign post constituents and manage public expectations prior, during and after the admissions process.
- ◆ Provide the knowledge required for the Inquiry Day, including information on the Local Authority's strategic responsibilities.

The outcome of the workshop would shape the planning of an Inquiry Day.

#### **ii. Inquiry Day – February 2017**

The aim of the event was to receive information from external representatives;

- ◆ to receive information from community groups on their experiences of school admission arrangements
- ◆ to receive information about school admission arrangement from school representatives.

The event would provide a forum for Councillors to ask questions and at the end of the Inquiry Day Councillors would reflect on the information received and consider if any recommendations should be made to the Mayor and Cabinet.



## 4. Overview of the events:

### 4.1 The Workshop

A workshop is an informal meeting which could be used for a variety of purposes, in this case to provide detailed information on a specific subject and to act as a forum for Councillors to ask questions ahead of a further scrutiny event.

The internal workshop was delivered by Bristol City Council Officers from the School Admissions team who used a combination of presentations and group discussions to provide a detailed overview of the school place planning and admission process in Bristol. The workshop provided a forum for Officers to challenge pre-conceptions and 'myth bust'. Councillors were able to ask in-depth and technical questions related to the school admission process.

The workshop was held on the 19<sup>th</sup> December 2016 and 23 Councillors attended. Officers from the Home to School Transport and Education Welfare teams were also invited to attend.

### 3.1 Background Information

A preparation pack of information was circulated to Councillors prior to the workshop this included:

- A programme for the workshop and background information about Scrutiny (appendix 2a)
- Bristol data, including information about school appeals (appendix 2b)
- Public documents including:
  - [The Integrated Education & Capital Strategy \(2015-2019\)](#)
  - [A guide for Parents and Carers on applying for a Primary School Place](#)
  - [A guidance Parents and Carers on applying for a Secondary School Place](#)
  - [The School Admission Code](#)
  - [The School Admission Appeals Code](#)
  - [Information about Trading with Schools](#)

In order to ensure the workshop provided the information Councillors required a survey was circulated prior to the workshop. 13 out of 70 Councillors completed the survey (18%). The survey indicated that the level of Councillor case work related to school admission was low. Appendix 3 provides a summary of the survey results.

### 3.2 Presentations and discussion overview

Presentations and notes from the workshop are appended to this report (appendix 4). Following the presentation the following headline information was noted in relation to the key areas initially outlined:



### A. The school admissions application process

- ◆ The School admission team work to capacity and deal with 6000 primary age and 4000 secondary age children plus in year admissions.
- ◆ The team participate in proactive outreach work with all communities which aimed to ensure information about school admissions processes and deadlines were widely known. Outreach work would be targeted, based on where late applications were received the previous year. The team work pro-actively and suggestions for further outreach activities would be welcomed.
- ◆ Information about pupil ethnicity cannot legally be requested as part of the application process so it would not be possible to know if there are higher rates of late applications by people when English is a second language.
- ◆ The Wards with the highest number of late applications (21 to 33) in September 2016 were Southmead, Lawrence Hill, Filwood, Hartcliffe & Withywood.
- ◆ In March 2016, 92.5 % of preferences were met for Bristol Schools. The majority of young people not offered a preference school applied for schools which allocated places by random allocation, were outside Bristol, or were faith schools.
- ◆ Councillors referred to anecdotal evidence which suggested that children from a BME background were less likely to be offered a preference choice school. Current data collection techniques would make it challenging to obtain information on ethnicity and preference choice school. The information could be ascertained but would require a data specialist officer to be assigned to the task. The school admissions team would shortly be moving to a new database which should make data more accessible.

### B. The Admissions criteria of schools in Bristol

- ◆ Academies are their own admissions authority and must meet all the mandatory provision of [the School Admissions Code \(the Code\)](#).
- ◆ BCC generally has a strong relationship with most of the schools and works collaboratively when possible.
- ◆ Analysing academy admission arrangements in detail would not be a priority – there were currently no resources for this function.

### C. Pupil composition

A variety of data was provided to Members as part of the information pack, including;

- ◆ An overview of each secondary school which included the number of children receiving free school meals, pupil premium and ethnic background
- ◆ A map showing the numbers of children living in income deprived households
- ◆ A graph showing Ethnicity of Secondary School Pupils based on pupil numbers

### D. Alternative approaches to school admission arrangements





Information was provided on the legislative framework which outlined how Local Authorities administer school admission arrangements. Councillors discussed the advantages and disadvantages of community schools versus schools with wider catchments areas. Further information on alternative approach was provided as part of the Inquiry Day.

### 3.3. Outcomes

The following key priorities and actions were identified:

#### i. Diversifying the school appeals panel

It was recognised that the school appeals panels were not reflective of the Bristol population. In order to address this, residents from non white British backgrounds should be encouraged to apply for the role of school appeal panel member. The job advert would be sent to all Councillors to be circulated to community groups and additional support could be provided with the application process.

#### ii. Supporting Local Schools

The high performing schools that allocate randomly were in high demand. Parents were recommended to always select a local school as one of their preferences as relying on getting a place in the highest performing schools, which might issue places based on random allocation or be located a significant distance away, would be a risky approach.

Although the school admission team provided parents / carers with this information it was sometimes not understood which caused confusion and frustration. Councillors should build strong links with local schools in their community, i.e. regularly visiting the school / attending school events and considering becoming a School Governor. Local schools should be championed with residents. Schools in Bristol have improved and Councillors should challenge lingering reputational misconceptions, encouraging residents to include local schools as a preference.

#### iii. Supporting residents

Councillors could offer support to residents prior to the admission deadlines, sign posting residents to the support that's available and assisting residents with their application forms.

### 3.4 Conclusion

The workshop provided contextual information that Councillors could use to support residents. Councillors praised the School Admissions team who worked hard to meet the needs of residents and were pro-active in addressing issues when possible. The team worked closely with schools and were targeting outreach work in areas with high numbers of late applications.

Councillors outlined expectations for the Inquiry Day which included the following requests:

- ◆ Information and evidence from school representatives and community stakeholders.
- ◆ Information from other Local Authorities – including neighbouring Local Authorities and other Core Cities.



## 4.1 The Inquiry Day

An Inquiry Day is a focussed, structured one-off event consisting of presentations and group work which engages a range of members, officers, community and partner representatives, and other stakeholders to take an overview of a particular issue and provide a forum for questioning invited speakers and witnesses etc.

The Inquiry Day took place on the 3<sup>rd</sup> February 2017. The event focussed on secondary school admissions and received information from community stakeholders and secondary school representatives. All Bristol secondary schools and a range of community groups were invited to attend. The Clifton Diocese, who were unable to send a representative, submitted information prior to the meeting (appendix 5).

A programme and supporting information was circulated prior to the inquiry day (appendix 6).

## 4.2 Information from Community Stakeholders

The following community stakeholders attended:

- ◆ Abdul Ahmed, Said Burale and Hanna Ahmed - The Somali Forum
- ◆ Christine Townsend – former Mayoral Candidate (May 2016) - additional information (appendix 7a) and presentation (appendix 7b)
- ◆ Peninah Achieng-Kindberg and Sauda Kyalambuka - African Voices Forum
- ◆ Nimo Ibrahim and Iman Abdi - The Bristol Somali Women’s Group
- ◆ Abdul Jama – Bristol Education Welfare Service, Bristol City Council

Each stakeholder presented information on their experience of school admissions in Bristol and there was also a question and answer session (see appendix 8 for notes from meeting).

## 4.3 Headline issues

### a. Representatives from the Somali community

- ◆ The information provided suggested the community experienced an inconsistent approach to admissions and school places were not allocated to children, even when they lived very near the school.
- ◆ Sometimes children were not allocated places at the same school as their siblings.
- ◆ Home schooling was popular within the Somali community, largely due to children being allocated schools not chosen as a preference.
- ◆ Better education would be the best tool to alleviate deprivation and the challenges facing BME communities.

### b. Christine Townsend (see additional information – appendix 7a and 7b)

- ◆ Information was presented which suggested that Bristol operated a two tier system which disproportionately favoured the more affluent areas: high achieving schools in disadvantaged areas had wide catchment areas (which allocated randomly) which meant local children missed out. Conversely, less well achieving schools tended to have plenty of



places available for the local community. The approach should be consistent across the City to ensure fairness and each school should be required to take an equal share of the children from lower socio economic backgrounds.

**c. African Voices Forum**

- ◆ Information was presented which suggested that some schools had low expectations of certain demographics and aspirations matched accordingly.
- ◆ Some members of the community were reluctant to choose certain schools due to the lack of diversity and the perception that bullying would take place.
- ◆ Accountability needed to be built in with equality at the heart of the system not just as a side measure.
- ◆ School access and support for newly arrived refugees and immigrants needed to be addressed.

**d. Bristol Somali Women's Group**

- ◆ The information provided suggested that schools were actively limiting entry of children from the Somali community. Many families were not allocated a preference choice and given a place at an alternative, local school.
- ◆ Some community members had been discouraged from applying to certain schools: phone calls had been disconnected because the phone operator was presumably unable to understand the accent of the caller.

**e. Abdul Jama - Bristol Education Welfare Service, Bristol City Council**

- ◆ The information presented highlighted the good work of the school admissions team: in year applications took maximum of 2 weeks to process. In comparison, some Schools took weeks to confirm if a place was available which often caused difficulties for parents.
- ◆ The process for finding school places for children who were asylum seekers had improved for year 7 and below. Finding places for year 8 onwards was more challenging because the schools would be required to provide more resources to support these children.

**f. Anecdotal evidence**

- ◆ Councillors referred to other anecdotal evidence which could discourage parents / carers from applying to certain schools:
  - a) the high cost of school uniforms (the requirement to set up direct debits)
  - b) the cost of mandatory music lessons.

#### **4.4 Representatives from Schools**

All secondary schools in Bristol were invited to attend with a cross section across the city invited to provide an overview of the schools approach to admissions. The admissions criteria for each school that attended the inquiry day were provided to Councillors prior to the meeting (hyperlinks included below).

The following representatives attended:



- ◆ Ms Jo Butler, Head teacher – [Cotham School](#)
- ◆ Mr Alistair Perry , Executive Principal – [Colston’s Girls’ School](#) (Presentation – appendix 9a)
- ◆ Mr Graham Diles , Deputy Head – [Saint Mary Redcliffe and Temple School](#) (Presentation – appendix 9b)
- ◆ Ms Keziah Featherstone, Head teacher - [Bridge Learning Campus](#)
- ◆ Mr Rupert Moreton, Vice Principal – [Bristol Cathedral Choir School](#) (Appendix 9C - Additional information was requested and subsequently provided on Music Specialists/Choristers)
- ◆ Ms Janice Callow representing [Fairfield School](#) (late addition - not on the programme).

Each School provided a comprehensive overview of the school admission arrangements, including the ethos of the school and any challenges the school faced.

#### 4.4 **Headline issues**

##### **a. Catchment areas and school admission arrangements**

- ◆ When some independent schools converted to academies the admission catchment area and admission arrangements were specifically designed to draw learners back into Bristol at a time when children were leaving the City in large numbers. This approach was supported by the Local Authority at the time. The arrangements also aimed to limit the impact on other, less well achieving, local schools. Bristol schools have become more popular which has increased the pressure on school places. This has resulted in calls for the arrangements to be reviewed.

##### **b. Reputational challenges**

- ◆ Anecdotal evidence suggests that some primary school teachers have advised parents to avoid certain secondary schools. This adds to the challenge for schools to overcome lingering reputational issues.
- ◆ In situations where children have been allocated a place at a school that neither the parents nor the child has chosen it presents challenges for the school. Councillors were asked to provide support by promoting local schools in the community.

##### **c. Understanding of the deadline requirements**

- ◆ For schools that require additional information or a non-verbal reasoning test this information would be required by the admission deadline. For example:
  - Colstons Girls School allocates places using set proportions for different ability bands. This requires children to take a non-verbal reasoning test and a child cannot be allocated a place at the school unless a test has been taken. So even if a child would have been eligible for a place, i.e. they applied on time and a sibling already attends the school, they cannot be allocated a place if the test has not been completed if the school is oversubscribed.

##### **e. Schools response to issues highlighted by the community stakeholders**

- ◆ The Schools referred to work within communities which supports parents / carers during the admission process. Schools participated in outreach work, i.e. visiting primary schools.



- ◆ The schools were unaware of some of the issues highlighted but were committed to addressing the issues raised, specifically from the Somali community who felt they faced discrimination.
- ◆ Schools within Bristol worked collaboratively: there are strong links and co-operation.

**f. The approach to school admissions in other Local Authority areas** (appendix 10)

Information was provided on some alternative approaches to school admissions from Brighton & Hove, Hackney, Oldbury, Bradford, Burnley and Birmingham. The other Core Cities were contacted and information on alternative approaches requested.

Councillors were asked to consider the implications on Home to School Transport costs on possible changes to policy. Officers highlighted that although a small number of schools in other areas have policies that claim to prioritise children eligible for Free School meals there was little evidence available to show how these policies were applied in practice.

## 4.5 Conclusion

Councillors reflected on the wealth of information provided.

Conclusions:

- The School Admissions team were administering the process professionally and efficiently within the legislation and the Councils policies.
- The Inquiry Day highlighted issues within certain community groups which indicated that information was still not being communicated effectively in some instances. Targeted community work is recommended.
- BCC worked well with schools in Bristol, including academies. BCC should use these good relationships to suggest that Bristol residents should receive priority places at Bristol schools. Liaison would be recommended with Principals and the Academy Board Chairs to look at catchment areas.
- More work should take place to increase the diversity of school appeals panels.
- Councillors should support local schools and work pro-actively to challenge reputational inaccuracies.

At the conclusion of the meeting the following recommendations were suggested:

- Scrutiny to regularly monitor the admission arrangements, i.e. annual report / admission board or forum
- Further work with schools who are expanding or new schools to ensure the admission policies meet the needs of the children in the area
- Councillors to support schools by building links and promoting schools to the community.

A steering group of Councillors have subsequently met and expanded the recommendations (R):

**R1. Strengthen Bristol City Council's oversight of Admissions through an Annual update. For**



example, Scrutiny could review school admissions information annually and submit a report which tracked the inquiry day recommendations, to the Executive Board. It is recommended that the update is presented to scrutiny in late May/early June so observations can be included in the comments section of the Office of the Schools Adjudicator (OSA) annual report.

**R2. Councillors recommend that the Mayor:**

a) meets with Principals and Chairs of Academy Boards that have a catchment area that extends beyond Bristol to discuss increasing the percentage of places reserved for Bristol pupils

b) requires all new or expanding schools which receive capital investment from Bristol City Council to prioritise Bristol pupils as part of their admission criteria.

**R3. Officers to work with Councillors and community groups to strengthen advice and support available for parents on admissions processes, building on the successful Health Champions model in Public Health (appendix 1 provides an outline of Health Champions). Councillors should actively encouraged parents / carers to use all three of their preference choices and include a local school.**

**R4. Councillors recommend that the Mayor endorses a campaign, to include social media, faith groups and City Partners to recruit more Black and Minority Ethnicity members on BCC Appeals Panels**

**R5. Request the Mayor, Councillors and City Partners to take opportunities to promote Bristol schools and offer targeted support for under-subscribed schools, for example Councillors and City Partners could**

- Meet with Head teachers and attend school open days
- Promote local business links
- Become a school governor.

## 5. Next Steps

If the People Scrutiny Commission agree a final set of recommendations these will then be referred to the Mayor and Cabinet for consideration.

### Appendices:

Appendix	Title
1	Overview of Community Health Champions



A	Explanation of some key terms
2A	A programme for the workshop and background information about Scrutiny
2B	Bristol data, including information about school appeals
3	Councillor survey results
4	Presentations and notes from the workshop
5	Clifton Diocese submission
6	Inquiry Day Programme and supporting information
7a	Information submitted by Christine Townsend
7b	Presentation submitted by Christine Townsend
8	Inquiry Day notes
9a	Presentation provided by Mr Alistair Perry , Executive Principal – Colston’s Girls’ School
9b	Presentation provided by Mr Graham Diles, Deputy Head – St Mary Redcliffe and Temple School
9c	Additional information provided by Bristol Cathedral Choir School
10	Information from other Local Authorities and from Core Cities





**Appendix 1****Inner City Health Improvement Team  
Community Health Champions:****Background:**

The inner city health improvement team has been for the past eight years working very closely with voluntary and community sector such as schools, places of faith and work, groups of special interests and equality groups (wellbeing hubs) to address health inequalities in the neighbourhood. The community organizations and leaders have been providing points of access, information and intelligence to our local Public Health team, and support us to effectively run health interventions. The network is an excellent tool to engage local communities around topics such as mental health stigma, obesity, low level of physical activities and healthy eating matters. We have developed training package to train some of the community leaders to support the work of our local team, for example 100 people were trained as mental health first aiders to address the high risk factors of mental health in the area through running mental and emotional awareness sessions. We have also trained local volunteer walk leaders and also trained special health advocates to champion the campaign to combat the Female Gentle Mutilation (FGM).

The team and in response to the eagerness and excellent community engagement in health has decided to develop the partnership further by introducing the Health Champions Initiative. Community health champions are individuals who are engaged, trained and supported to volunteer and use their life experience, understanding and position of influence to help their friends, families, neighbours, communities and work colleagues in leading healthier lives. They are able to inspire and support others to make positive lifestyle changes and they work very closely with local health improvement team in addressing health inequalities and to improve the quality of local health and social care services by contributing local intelligence, experience and knowledge of community skills and resources.

The initiative is also supported by the Department of Health and the Marmot report as one of the excellent tools to promote community engagement address health inequalities. The Department of Health's Strategic Vision for volunteering talks of the necessity to celebrate and strengthen the contribution of volunteers, stating that: "There is untapped potential in our communities that we cannot afford to ignore". It sets out a vision "to create a society where social action and reciprocity are the norm and where volunteering is encouraged, promoted and supported". Currently we have around 62 local health champions who are being trained as diabetes advisors, cycling instructors, Health Check champions, Dementia awareness advisors and stop smoking advisors.

**The project:**

The inner city health improvement team has so far trained around 80 health champions and aim at training 100 local health champions over the next two years to support the delivery of public health work in the area. The health champions are not to replace the public service staff but to complement the work delivered by the public health team and they are local community resources whom experience is vital in delivering effective health improvement interventions.





The health champions are also vital in addressing the health inequalities within local communities and within groups of special high risk health factors. For example a health check champion is devoted to encourage BME men to undertake our national health check through peer advice and support and act as a key player in reducing health inequalities within such group that is hard to engage otherwise. The project provides access to training and work experience in health improvement and may lead to paid opportunities.

The main expected outcomes of the project are:

To support public health team in the area to address health inequalities in the area for example:

- 1- High mental and wellbeing risk factors mitigation through peer awareness raising and signposting people to appropriate services.
- 2- Teenage pregnancy awareness and peer support.
- 3- Health check update by raising awareness and support local health trainers to encourage eligible people to go their GPs or to support the community outreach clinics.
- 4- To support the inner city health improvement team in organizing outreach health awareness workshops for healthy eating and weight management referrals.
- 5- Support the diabetes awareness raising events for groups at higher risk of diabetes in the area.
- 6- Champion physical activities project such as health champion to encourage cycling or trained as cycling instructor to run cycling training for local residents.
- 7- Deliver stop smoking interventions.
- 8- Develop good working relationships with various community organisations
- 9- Refer and signpost clients to Health Trainers

The public health inner city health improvement team in partnership with local community organizations, groups of special interest and interested local individuals is to identify suitable persons and to commission and contribute to the delivery of the following training:

### **1-RSPH Level 2 Award in Understanding Health Improvement**

This award provides an introduction into the fundamentals of health and well being, of barriers to making a change of lifestyle and of how to help people to make changes to improve their health.

**3- Topic based training:** depending on the personal development plan and interest for example: Diabetes awareness training, walk leaders training, older people gentle exercise training, health check awareness training and cycling instructor training.



## **Inner City Health Improvement Team** **Community Health Champions:**

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# Terms and abbreviations

Term	Definition
<b>Parent/Carer</b>	This includes all those people who have parental responsibility for a child who fall under the definition of “parent” as set out in Section 576 of the Education Act 1996.
<b>Child’s home address</b>	This is the child’s permanent address where he or she resides with a person with parental responsibility or with a parent (as defined in Section 576 of the Education Act 1996). It is the address where the child spends the majority of their time. We reserve the right to ask for proof of residence.
<b>School Admissions Code</b>	Document giving legislative framework together with other statutory instruments admission authorities follow. Produced by the Department for Education.
<b>Admission number</b>	Every school has an admission number, which is the minimum number of places available in the year group which pupils normally enter on joining the school (year 7 in secondary schools). The admission number is based on a capacity assessment formula produced by the Department for Education and takes into account the physical size of the school and its ability to provide the different parts of the curriculum.
<b>Oversubscribed schools</b>	This means that there have been more applications than there are available places.
<b>Undersubscribed schools</b>	This means that there have been fewer applications than there are available places within the admission number.
<b>Oversubscription criteria</b>	These are the policies that decide which children will be given priority where there are more applications than places.
<b>Local Authority (LA)</b>	Bristol City Council is the LA.
<b>“Home” LA</b>	This is the LA in which the child lives. Applications should be made on the home LA common application form regardless of the school(s) applied for.
<b>Children in Care/ Looked after children</b>	This means children who are in public care. The School Admissions Code has now been amended to include previously looked after children. These are defined as children who were previously in care but immediately after being in care became subject to an adoption order, child arrangements order or special guardianship order. The School Admissions Code now gives both categories of children the highest priority.
<b>Private Fostering Arrangements</b>	A child, under the age of 16 (under 18 if disabled) who is cared for and provided with accommodation by someone other than: A parent of his/hers; A person who is not a parent of his/hers but who has Parental Responsibility for him/her; A sibling; A close relative of his/hers, for example, aunt, uncle, stepparent or grandparent.

# Types of school

The Local Authority is required to co-ordinate admissions, therefore all requests must be made on Bristol City Council's common application form. **Please note:** The educational landscape of Bristol's schools is changing fast. For the most up to date information on a school status we recommend you check their website.

Type of school	Definition	Who is the admissions authority
<b>Voluntary Aided Schools</b>	These schools are either Church of England or Catholic and responsibility for management is shared between the LA and the church.	The governing body is the admission authority and it is responsible for determining the admission arrangements. These will be different from those used by the LA. The governors are also responsible for allocating school places but the home LA offers places at the school on behalf of the governors. Voluntary Aided Schools participate in co-ordinated admission arrangements within the area of their home LA.
<b>Foundation schools, also sometimes known as Trust Schools</b>	These are publicly maintained schools that are not controlled by an LA.	The school's governing body is responsible for setting their own admission arrangements and allocating places.
<b>Academies</b>	These schools are independent from the LA and funded directly by Central Government.	The Board of Trustees is the admission authority and is responsible for determining the admission arrangements. These may differ from those used by the LA.
<b>Free Schools</b>	Free Schools are all-ability state-funded schools set up in response to parental demand. They can be set up by a wide range of proposers, including charities, universities, businesses, educational groups, teachers and groups of parents.	The Board of Trustees is the admission authority and is responsible for determining the admission arrangements. These may differ from those used by the LA.

**Bristol City Council Overview and Scrutiny – Councillor Workshop**

# ‘School Place Planning and School Admissions in Bristol’

**Date:** Monday 19<sup>th</sup> December

**Venue:** The Writing Room, City Hall

**Time:** 1 – 4pm

## Background information for Councillors

### What is scrutiny?

Overview and Scrutiny, known in Bristol as ‘Scrutiny’ is a process that ensures that decisions taken by the Council and its partners reflect the opinions, wishes and priorities of residents in Bristol. Scrutiny is carried out by elected members who understand and promote the concerns of the local residents who elected them. The Scrutiny process connects decision makers to local residents and involves the community whenever possible.

The scrutiny function is not decision-making, but scrutiny bodies and events generate reports and recommendations which must be considered and responded to by the council’s cabinet, and by some partners.

### What is a scrutiny Workshop?

This is an informal meeting of members which could be used for a variety of purposes, for example to provide detailed information or to develop a collective view and decide a way forward, or to agree areas of questioning for a later scrutiny event. A workshop can be useful in situations when members want an opportunity to have a detailed discussion on an issue with officers outside the context of the formal Commission meeting.

### Background to this Workshop

The People Scrutiny Councillors identified ‘school admission arrangements in Bristol’ as a priority area at the scrutiny work planning workshop in September 2016.

The Mayor has also identified this as a priority area and the draft Corporate Strategy references the need to increase the number of school places and further consideration of the admissions process (Our future – Bristol and its council in 2022). The Mayor referred the issue to the People Scrutiny Commission for consideration at the work planning workshop.

Councillor Brenda Massey, People Scrutiny Commission Chair led a steering group of four Councillors, supported by Officers, to consider the most appropriate approach to the issues. It was agreed that to fully explore the issues, two scrutiny events would be required (outlined below). This is the information pack for the first event – the all Councillor workshop.

19 12 16	<b>All Councillor Workshop</b>	<p>Bristol City Council Officers will use a combination of presentations and group discussions to provide a detailed overview of the school place planning and admission process in Bristol. An in depth understanding will:</p> <ul style="list-style-type: none"> <li>a) Assist Councillors to support / sign post constituents and manage public expectations</li> <li>b) Provide the knowledge required for the Inquiry Day (see below), including information on the Local Authority's strategic responsibilities.</li> </ul> <p>The focus of the Inquiry Day will be the School Admissions process in Bristol. The Councillors steering group acknowledged that a good understanding of school place planning was also be required for the workshop and information has been provided. The workshop discussions will shape the content and format of the inquiry day.</p>
03 02 17	<b>*Inquiry Day</b>	<p>The Inquiry Day will seek to establish:</p> <ul style="list-style-type: none"> <li>• Are Councillors satisfied that the current BCC place planning arrangements and school admission arrangements support Bristol families?</li> <li>• Are there alternative approaches to school place planning and school admission arrangements which could be considered?</li> <li>• Are we providing appropriate support and challenge to school admission arrangement policies?</li> </ul> <p><b>If Councillors would like to attend the Inquiry Day attendance at the Workshop is strongly recommended to ensure a consistent knowledge base.</b></p>
<p>*An Inquiry Day is a focussed, structured one-off event consisting of presentations and group work which engages a range of members, officers, community and partner representatives, and other stakeholders to take an overview of a particular issue and provide a forum for questioning invited speakers and witnesses etc.</p> <p>An Inquiry Day is not open to the public but work will take place to ensure a wide variety of stakeholders are engaged and those people who wish to contribute to the discussion are able to do so.</p>		

**If you have any question please contact Karen Blong – Policy Advisor, Scrutiny**

**Bristol City Council Overview and Scrutiny – Workshop**

# **An Overview of School Place Planning and School Admission Arrangements in Bristol**

**Date:** Monday, 19<sup>th</sup> December 2016

**Venue:** The Writing Room, City Hall

**Time:** 1pm – 4pm

## **Programme**

**1.00pm Registration**

**1.15pm Welcome and Introductions**

- Councillor Brenda Massey – Chair of the People Scrutiny Commission & Councillor Claire Hiscott – Cabinet Member for Education

**1.20pm Quiz**

**1:30pm School Place Planning**

- Paul Jacobs, Service Director for Education & Skills

**1:50pm Questions and Answers**

**2.00pm Overview of the Legal Framework – including how schools set their admission criteria**

- Ian Bell, Place Planning Manager

*--- 15 minute comfort break ---*

**2:25 pm The process in Bristol**

- a) How do parents / carers apply for a school place?
- b) How are places allocated?
- c) Advantages and disadvantages of community schools versus schools with a wider catchment area?

**3:25pm Questions to the panel**

- Paul Jacobs, Ian Bell & Hayley Leman (School Admissions Lead)

**3:35pm Discussion and Feedback**

- Is further information required?
- Would an Inquiry Day be appropriate?

**3:55pm Close**

*4pm finish*





## Bristol City Council Overview and Scrutiny – Councillor Workshop

# ‘School Place Planning and School Admissions in Bristol’

**Date:** Monday 19<sup>th</sup> December

**Venue:** The Writing Room, City Hall

**Time:** 1 – 4pm

## Information pack

Thank you for accepting the invitation to participate in the Councillor Workshop.

The Workshop has been arranged to provide Councillors with an in depth understanding of school admissions in Bristol.

A variety of documents have been collated to assist you in preparation for the session. You are recommended to familiarise yourself with this before the workshop as time will be limited on the day.

### What information has been provided and why?

In order to understand the challenges facing Bristol, Councillors need to understand how and why decisions are made in relation to School Place Planning and School Admissions. A substantial amount of background information has been provided (either as an attachment or a web link has been provided) and there will also be an opportunity to ask questions at the Workshop.

	Title	What information does this provide?
1.	The Integrated Education and Capital Strategy (2015 – 2019)	The document outlines a number of strategic aims and objectives to improve the number of places, the distribution of facilities and the condition and suitability of the estate.
2.	A guide for parents and carers applying for primary schools for the school year 2017-2018	The booklet provides information to assist parents and carers make decisions and to guide them to sources of further information.
3.	Education outside schools – What is alternative learning provision	Web link – click <a href="#">here</a> to view
4.	Guide for parents and carers on applying for a secondary school place for the school year 2017–2018	The booklet provides information to assist parents and carers make decisions and to guide them to sources of further information.

5	School Admissions Code	Statutory guidance for admission authorities, governing bodies, local authorities, schools adjudicators and admission appeals panels
6	Admission Arrangements Objections to Schools Adjudicator	A summary of objections and the outcomes
7	School Admissions Process	A flow diagram showing an overview of the application process
8	Secondary School Applications	A summary of 1 <sup>st</sup> , 2 <sup>nd</sup> & 3 <sup>rd</sup> preferences by Initial Applications, Offers, Places and Refusals
9	Schools Data	Data, maps and graphs showing School level data, Income Deprivation Affecting Children Index (IDACI) Map, Free School meals data, School type and Ofsted rating, Children in Care Data, Ethnicity Data, Education, Health & Care Plan data and Special Educational Need data, GCSE results, school mix etc
10	Late application	Maps showing the number of late applications by Ward, Local Super Output Area (LSOA)
11	School admission team	Staff structure chart
12	Trading with School Information	Information about the Trading with Schools unit which brings services across the council into one trading unit, to better support the changing needs and requirements of schools and educational settings.
13	School Appeals	Information on the appeal process, recruitment of panel members, number of appeals lodged and a copy of the appeals code which provides statutory guidance for school leaders, governing bodies and local authorities
14	Information for Parents and Carers	An overview of outreach events and presentations provided to Parents and Carers which provide information and reminders about application deadline dates

### Web links

Home to School Transport Information	Click <a href="#">here</a> to view
BCC press release re: pupils are eligible for extra school-funding	Click <a href="#">here</a> to view

Admission Arrangements Objections to Schools Adjudicator

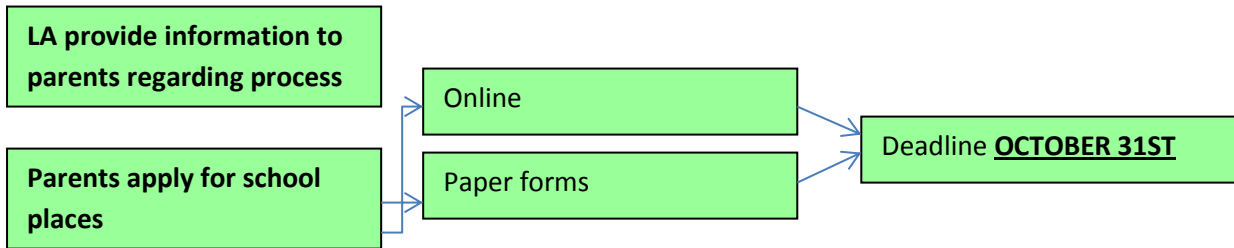
School	Referrer	Decision Date	Summary
Bristol Cathedral Choir School	Member of the public	05/03/2014	<p><b>Partially upheld</b></p> <p>Objection was that chorister places were actually music specialism and so the school were allocating more than 10 on specialism, that there was indirect discrimination on socio-economic grounds and the persons overseeing the random allocation were not independent.</p> <p>The Adjudicator did not agree with any of these.</p> <p>On looking at the arrangements as a whole they did find areas that they felt were not compliant. These included that the school had not updated wording to remove any suggestion that they could refuse SEN placements, that they were asking for a full birth certificate to prove sibling link, testing dates were after the application date and the sixth form PAN was unclear.</p> <p>The school agreed to change all of the aspects and did so at the earliest opportunity.</p>
Cathedral Primary School	Member of the public	05/03/2014	<p><b>Partially upheld</b></p> <p>Objection submitted in conjunction with above BCCS objection and claimed there was indirect discrimination on socio-economic grounds and the persons overseeing the random allocation were not independent.</p> <p>The Adjudicator did not agree with these points.</p> <p>On looking at the arrangements as a whole they did find areas that they felt were not compliant. These included that the school did not have appropriate wording to remove any suggestion that they could refuse SEN placements, that they were asking for a full birth certificate to prove sibling link and that more clarity was need for "children of staff".</p> <p>The school agreed to change all of the aspects and did so at the earliest opportunity.</p>
Bristol Cathedral Choir School	Fair Admissions Campaign	13/02/2015	<p><b>Partially upheld</b></p> <p>Objection was around children who are admitted as members of the choir. The objector felt that this meant parents were given preference on the basis of practical support for the school, some children will not be able to pass the</p>

			<p>audition (and is therefore measuring ability not aptitude).          Adjudicator did not agree with any of the above.          There were however some areas where the arrangements were not sufficiently clear. They are complex as they give priority to choristers, have music specialism places, a catchment area and do testing to carry out banding and random allocation within the bands.          The school accepted they could do more to clarify things and have made the changes suggested.</p>
<b>Colston's Girls' School</b>	Member of the public	01/09/2015	<p><b>Partially upheld</b>          Objection related to not consulting fully and to the Public Sector Equality Duty. The claim was that the school were indirectly discriminating by not prioritising children with pupil premium, that the requirement for school uniform, eating in the canteen and attendance on school trips was a barrier to low income families. Also that banding arrangements were unfair and that the persons overseeing random allocation was not independent.          The adjudicator did feel that the school may have not complied fully with requirements to publish arrangements once determined. They did not agree that the school was discriminating against low income families on pupil premium. The matters on uniform fell outside their remit.          There were other areas, not referred to in the objection, where the adjudicator did require changes. These all related to the sixth form.          The school have amended their arrangements.</p>
<b>Merchants' Academy</b>	Member of the public	25/11/2015	<p><b>Arrangements did not conform</b>          Objection related to arrangements not being published correctly. In fact they had not determined their arrangements properly and this meant the OSA couldn't investigate. The school did then determine.          When looking at the arrangements as a whole the adjudicator felt there were aspects which were not sufficiently clear to meet the requirements of the School Admissions Code. Some of this was around banding arrangements which the school has never had to use and has since removed.          Other matters (incorrect wording for SEN, inclusion of a tie-break, how to request a place out of year group, Y12 PAN unclear) have been amended to comply.</p>

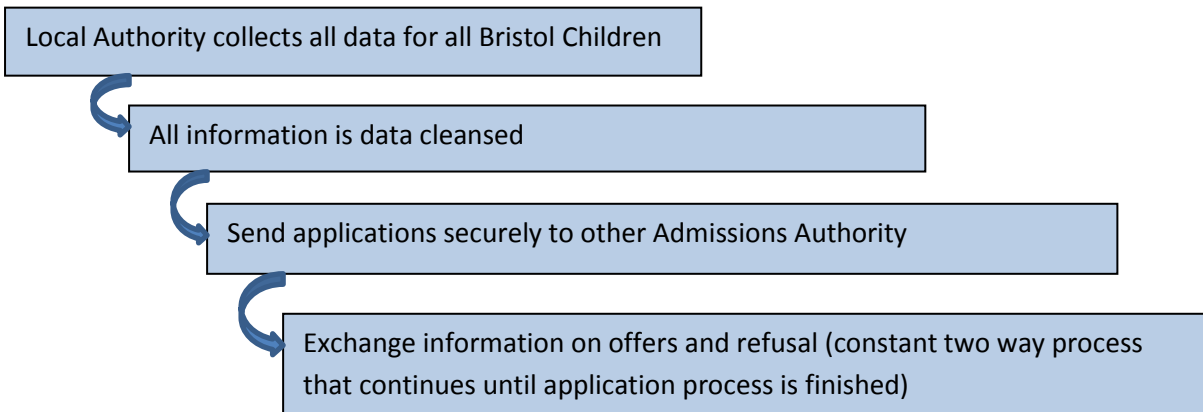
<b>North Bristol Post-16 Centre (Cotham and Redland Green Schools)</b>	Parent of potential student	12/05/2015	<b>Upheld</b> The objection was from a parent and was really an admission appeal but once brought to the attention of the OSA they had to investigate and found that the arrangements had not been properly determined. Once they were determined there were some aspects that the adjudicator felt were still unclear. Issues were – no tie-break and prohibited items on the application form. The arrangements have been amended to comply with the judgement.
<b>St Bernadette Secondary</b>	Fair Admissions Campaign	25/11/2014	<b>Partially upheld</b> Objection related to related to arrangements not being published correctly and lack of clarity about faith commitment, feeder primary schools and no tie-break. The adjudicator also considered the arrangements as a whole and found some aspects that did not comply with the SA Code. The lack of publication was the result of a mis-understanding by the diocese. The arrangements have been amended to comply with the judgement.
<b>St Mary Redcliffe &amp; Temple Secondary</b>	Fair Admissions Campaign	13/02/2015	<b>Partially upheld</b> Objection related to the clarity of the arrangements, that religious selection causes socio-economic selection. The adjudicator did think there were issues of clarity but did not uphold the claim of indirect discrimination. In order to comply with the SA Code the school was required to change wording around completion of a supplementary form, admission of SEN and LAC and the need to have a tie-break. Changes were also required to the sixth form arrangements. The arrangements have been amended to comply with the judgement.
<b>St Patricks Primary</b>	Clifton Catholic Diocese	25/11/2015	<b>Upheld</b> Objection related to the school not following advice from the diocese and therefore disadvantaging some parts of the community. The diocese asked all schools to change “children attending x church(es)” to children living within the parish(es) of x church(es). This was on the basis that some people will have reasons they don’t attend their ‘local’ catholic church. The arrangements have been amended to comply with the judgement.

# SCHOOLS ADMISSION PROCESS

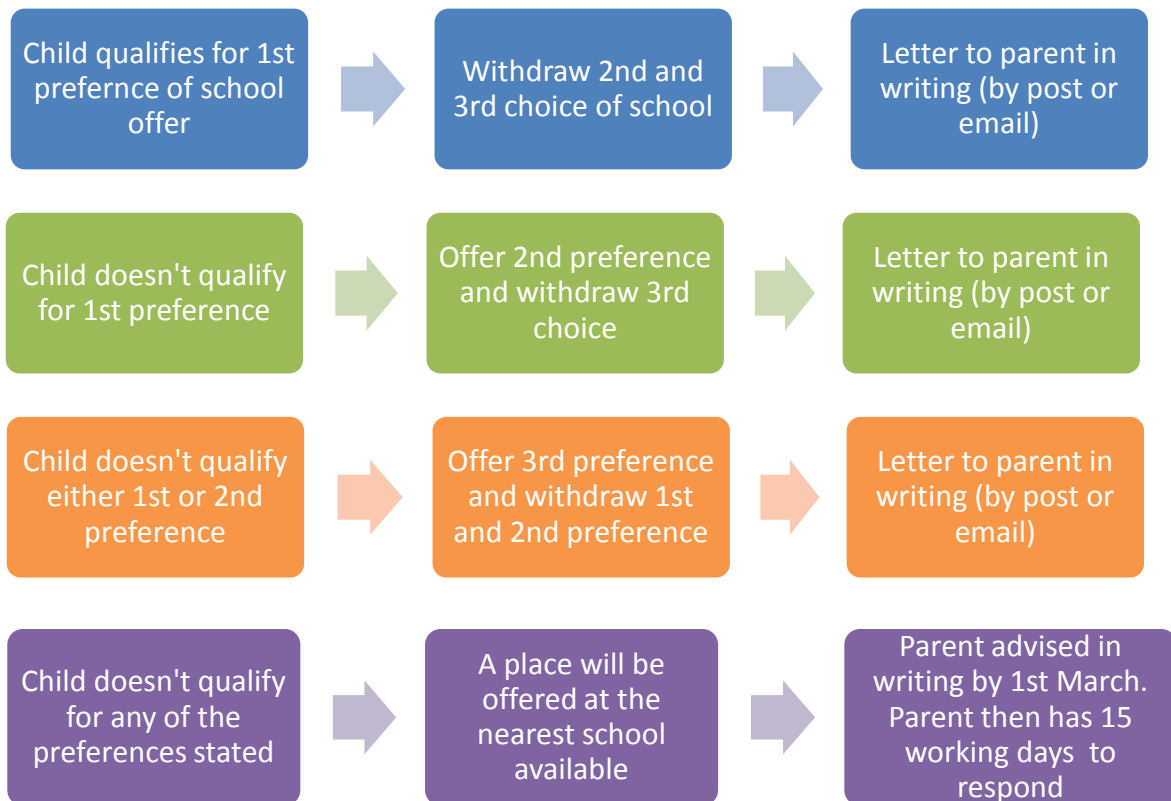
## 1<sup>st</sup> stage of Process – Applications for School Places



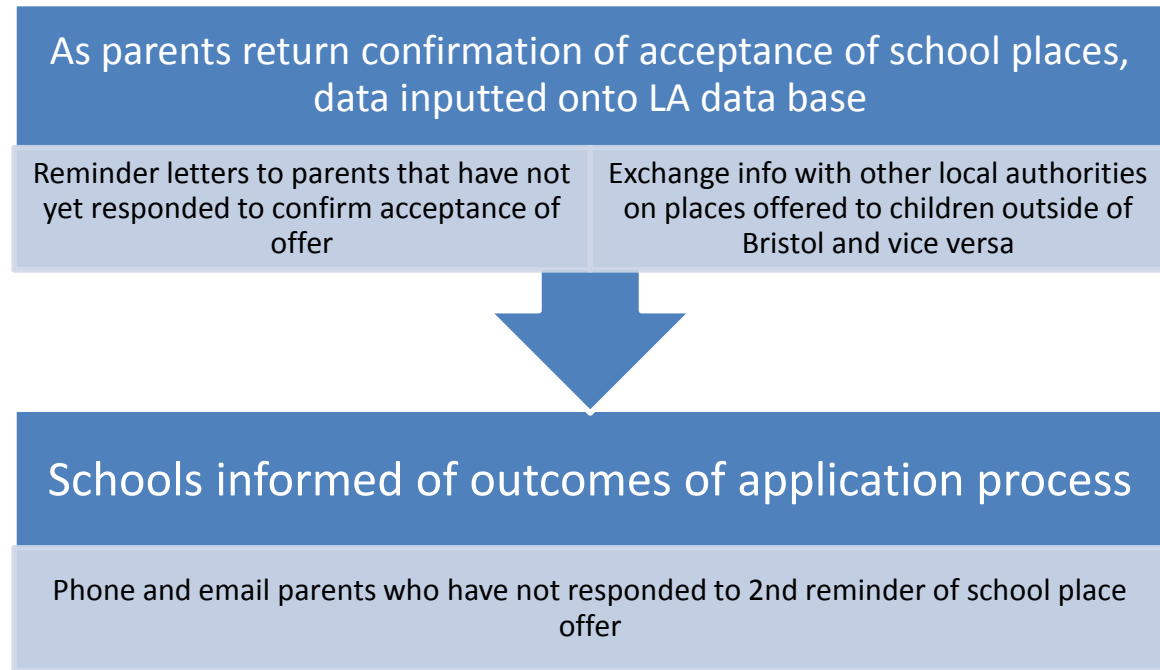
## 2<sup>nd</sup> Stage of Process – Data Collection and Collation



## 3<sup>rd</sup> Stage of Process – first round of processing parental preferences



#### 4<sup>th</sup> Stage of Process – Updating the LA database



#### 5th Stage of Process – 2<sup>nd</sup> round of school place allocation

*This process applies to;*

- *all children appealing against their offer,*
- *all children on a waiting list for their preferred school and*
- *late applications*

*The outcome of the second round is advised in early May.*

**Final stages of process – ongoing tasks until the beginning of the new academic year.**

- *Continue to process applications as they come into the office*
- *Continue to input parental confirmation of acceptance of place when received*
- *Continue to chase non-responders*
- *Start to collate appeals information - then sent to Democratic Services.*
- *Appeals heard from June onwards*
- *Inform school and parent of the outcome of appeals*

**Bristol Secondary Schools-  
1st Rd - Bristol Residents  
Only 2016**

Establishment Name	Type	PAN	Additional places	Applications						Offers on-time				
				SEN	Places available for allocation	1st Prefs	2nd Prefs	3rd Prefs	Total	1st Prefs	2nd Prefs	3rd Prefs	Referral (Non-Prefs)	Total
ASHTON PARK SCHOOL	Foundation	216	0	2	214	197	135	95	427	171	32	8	0	211
BEDMINSTER DOWN SECONDARY SCHOOL	Academy	216	0	1	215	164	92	93	349	180	22	5	6	213
BRIDGE LEARNING CAMPUS - SECONDARY *	Academy	180	0	0	180	98	37	47	182	103	2	2	13	120
BRISTOL BRUNEL ACADEMY	Academy	216	0	4	212	171	98	74	343	168	26	11	0	205
BRISTOL CATHEDRAL CHOIR SCHOOL	Academy	120	0	4	116	248	335	252	835	84	7	5	0	96
BRISTOL FREE SCHOOL	Free	190	40	1	189	251	151	99	501	162	17	10	0	189
BRISTOL METROPOLITAN ACADEMY	Academy	180	0	0	180	153	96	67	316	140	24	11	0	175
CITY ACADEMY	Academy	195	0	2	193	40	23	24	87	47	7	3	134	191
COLETON'S GIRLS' SCHOOL	Academy	140	0	4	136	298	158	107	563	93	6	3	0	102
COLEHAM SCHOOL	Academy	216	0	0	216	168	284	226	678	133	47	36	0	216
FAIRFIELD HIGH SCHOOL	Academy	216	0	5	211	150	134	123	407	146	38	26	0	210
HENBURY SCHOOL	Academy	189	0	0	189	80	58	38	176	86	17	5	71	179
MERCHANTS' ACADEMY	Academy	182	0	2	180	136	43	29	208	150	0	3	4	157
OASIS ACADEMY BRIGHTSTOWE	Academy	189	29	7	182	152	30	32	214	156	13	6	7	182
OASIS ACADEMY BRISLINGTON	Academy	270	0	1	269	105	46	46	197	114	14	8	26	162
OASIS ACADEMY JOHN WILLIAMS	Academy	180	18	1	179	201	112	84	397	172	6	1	0	179
ORCHARD SCHOOL BRISTOL	Academy	185	5	1	184	102	37	29	168	110	25	3	47	185
REDLAND GREEN SCHOOL	Academy	216	27	3	213	257	250	157	664	204	6	3	0	213
ST. BEDE'S CATHOLIC COLLEGE	Academy	180	0	3	177	148	65	54	267	115	7	2	0	124
ST. BERNADETTE CATHOLIC SECONDARY SCHOOL	Voluntary Aided	150	0	1	149	129	130	69	328	128	14	2	0	144
ST. MARY REDCLIFFE & TEMPLE CE VA SCHOOL	Voluntary Aided	216	0	6	210	258	174	151	583	177	16	4	0	197
STEINER ACADEMY (SECONDARY)	Academy	26	0	2	24	24	17	19	60	17	3	0	0	20
<b>Total</b>	<b>n/a</b>	<b>4068</b>	<b>119</b>	<b>50</b>	<b>4018</b>	<b>3530</b>	<b>2505</b>	<b>1915</b>	<b>7950</b>	<b>2856</b>	<b>349</b>	<b>157</b>	<b>308</b>	<b>3670</b>



Establishment Name	Refusals				NOR	Places
	1st Prefs	2nd Prefs	3rd Prefs	Total	as at October 2016	Number of places available with PAN as at October 2016
ASHTON PARK SCHOOL	26	4	2	32	221	-5
BEDMINSTER DOWN SECONDARY SCHOOL	0	0	0	0	215	1
BRIDGE LEARNING CAMPUS - SECONDARY *	0	0	0	0	104	76
BRISTOL BRUNEL ACADEMY	3	3	7	13	215	1
BRISTOL CATHEDRAL CHOIR SCHOOL	164	88	46	298	120	0
BRISTOL FREE SCHOOL	89	20	7	116	189	1
BRISTOL METROPOLITAN ACADEMY	13	3	4	20	178	2
CITY ACADEMY	0	0	0	0	123	72
COLSTON'S GIRLS' SCHOOL	205	45	6	256	140	0
COTHAM SCHOOL	35	47	31	113	216	0
FAIRFIELD HIGH SCHOOL	0	0	0	0	217	-1
HENBURY SCHOOL	0	0	0	0	139	50
MERCHANTS' ACADEMY	0	0	0	0	162	20
OASIS ACADEMY BRIGHTSTOWE	0	0	0	0	175	-15
OASIS ACADEMY BRISLINGTON	0	0	0	0	167	103
OASIS ACADEMY JOHN WILLIAMS	29	5	2	36	186	-6
ORCHARD SCHOOL BRISTOL	0	0	0	0	161	24
REDLAND GREEN SCHOOL	53	79	23	155	216	0
ST. BEDE'S CATHOLIC COLLEGE	33	9	5	47	190	-10
ST. BERNADETTE CATHOLIC SECONDARY SCHOOL	1	3	0	4	150	0
ST. MARY REDCLIFFE & TEMPLE CE VA SCHOOL	81	39	30	150	217	-1
STEINER ACADEMY (SECONDARY)	9	2	5	16	28	-2
<b>Total</b>	<b>741</b>	<b>347</b>	<b>168</b>	<b>1256</b>	<b>3729</b>	<b>310</b>

Figures relate to Bristol Young People only and does include offers made at non-Bristol Schools

- First Preference Offers 78%
- Second Preference Offers 10%
- Third Preference Offers 4%
- Non-Preference Offers 8%

**Preferences  
2010 to  
2016**

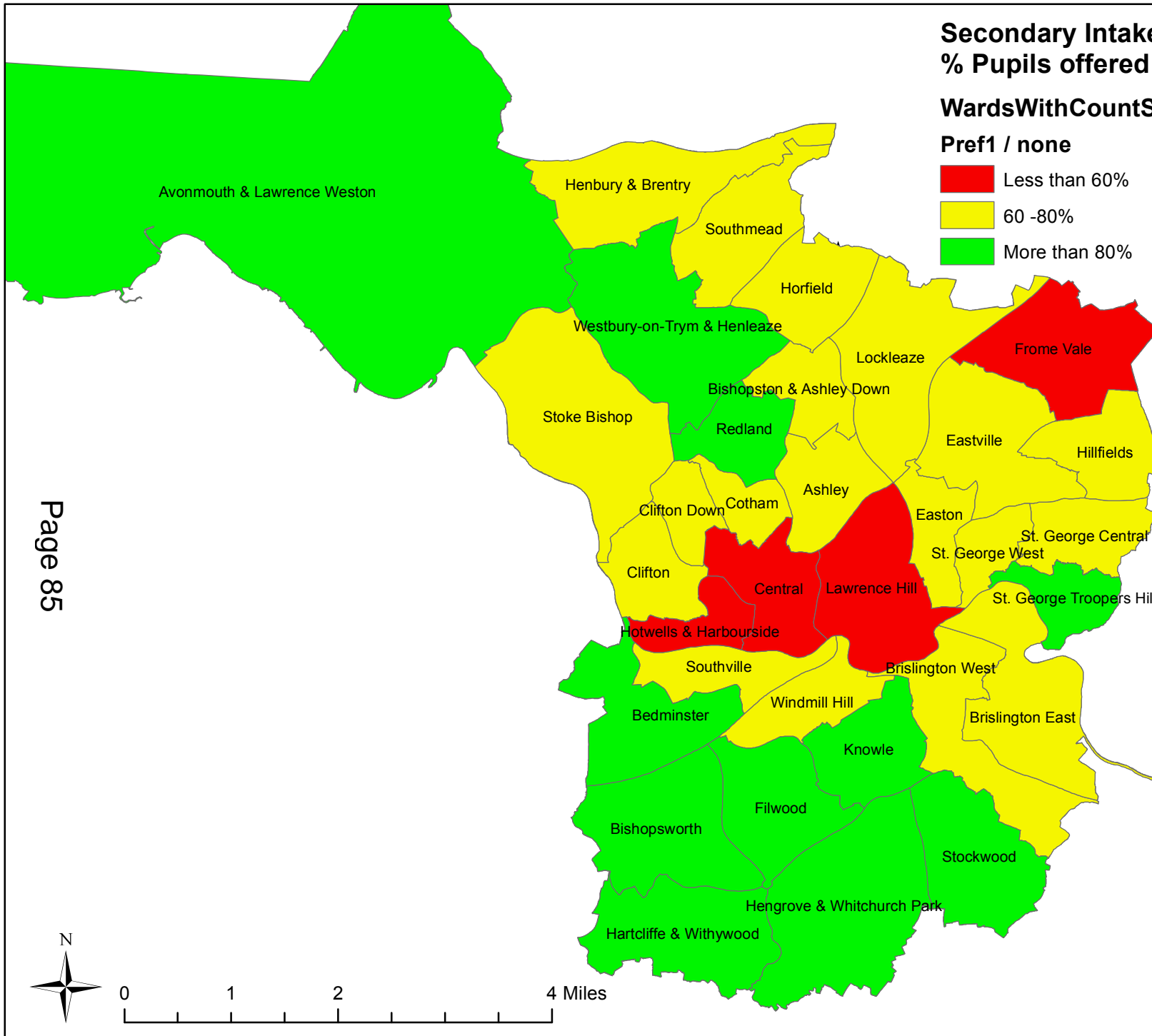
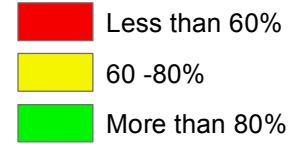
Secondary					
Admission Year	Applications received	% of first preference offers	% of preferences met	Appeals lodged	Appeals Upheld
2010	3057	77	91	344	41
2011	3152	83	94	315	46
2012	3270	84	96	288	12
2013	3527	82	94	285	37
2014	3819	77	92	411	59
2015	3916	75	92.6	447	54
2016	4439	77	92.5	394	57

2015 national average	533,314	84.2	95
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# Secondary Intake Sept 2016 % Pupils offered their 1st Preference School

## WardsWithCountStats

### Pref1 / none



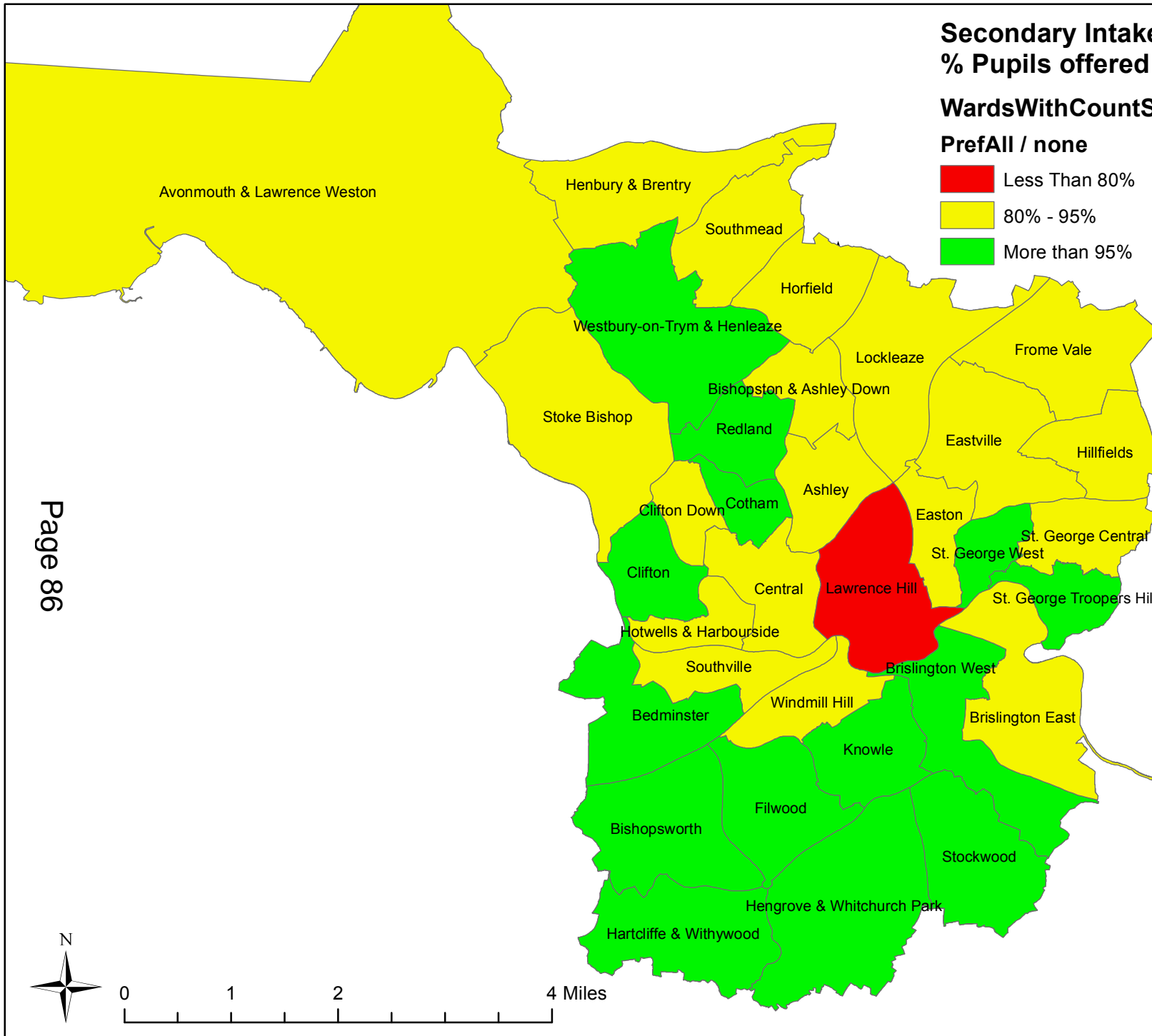
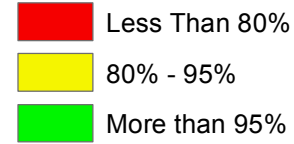
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# Secondary Intake Sept 2016 % Pupils offered a Preferred School

WardsWithCountStats

PrefAll / none



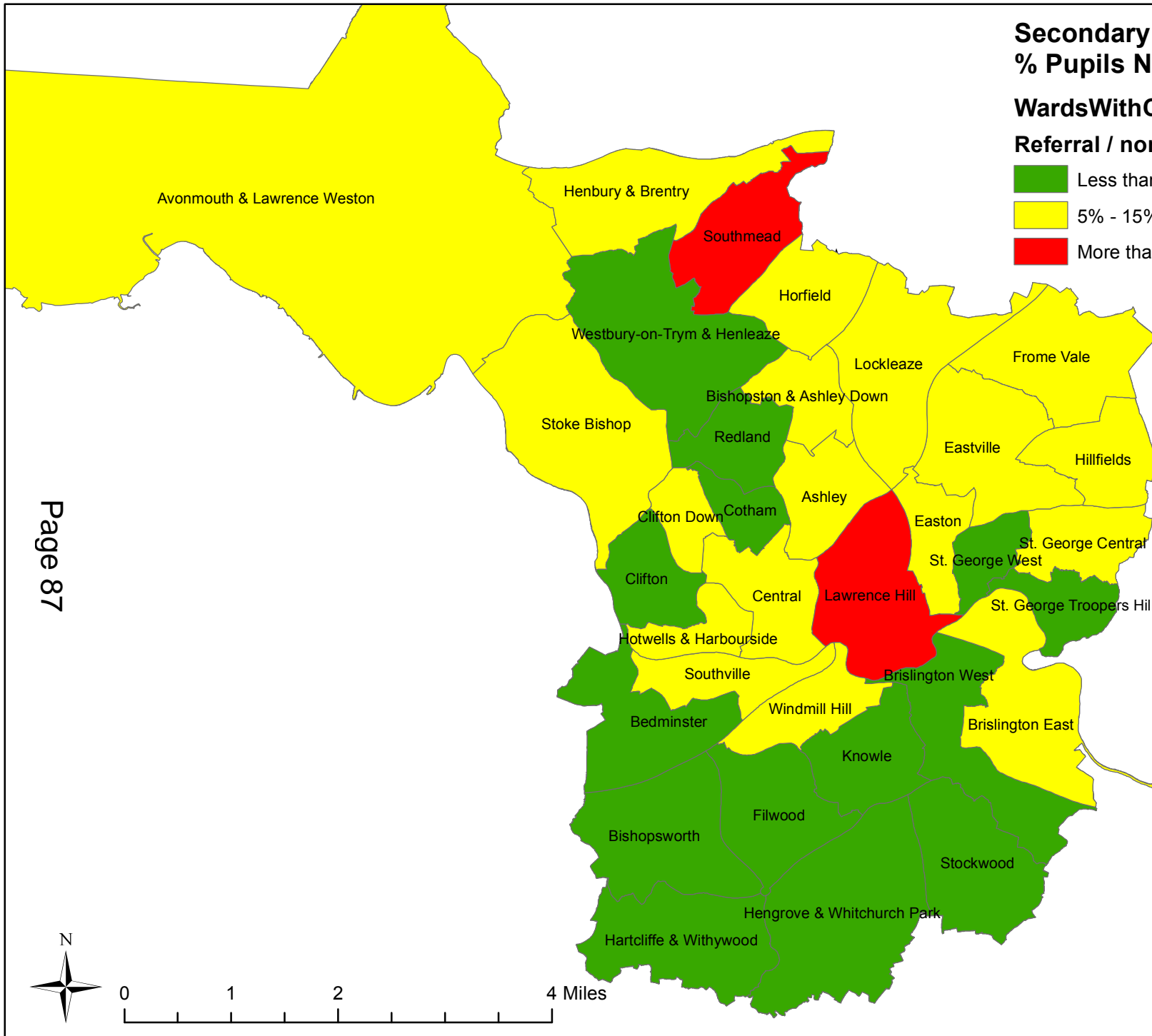
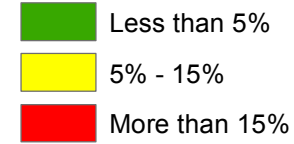
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# Secondary Intake Sept 2016 % Pupils NOT offered a Preferred School

WardsWithCountStats

Referral / none



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March 2016 - Bristol Young People Offered Places in Schools Outside Bristol

School LA	Applications				Offers				Refusals			
	1st pref	2nd pref	3rd pref	Total	1st pref offer	2nd pref offer	3rd pref offer	Total	1st Pref refusal	2nd Pref refusal	3rd Pref refusal	Total
BANES	191	187	142	520	159	39	10	208	29	10	10	49
Gloucestershire	8	6	4	18	8	0	0	0	0	0	1	1
North Somerset	82	101	102	285	63	16	7	86	19	11	6	36
South Gloucestershire	283	279	245	807	155	42	12	209	127	46	17	190
<b>GRAND TOTAL</b>	<b>564</b>	<b>573</b>	<b>493</b>	<b>1630</b>	<b>385</b>	<b>97</b>	<b>29</b>	<b>503</b>	<b>175</b>	<b>67</b>	<b>34</b>	<b>276</b>

Bristol Young People Offered a Preference in Outside Bristol Schools

First Preference Offers 77%
Second Preference Offers 19%
Third Preference Offers 6%

## Schools data

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Income Deprivation Affecting Children Index (IDACI) Map	6
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School Name	School Type	Ofsted Rating (as of 31st October 2016)	Total	Non-FSM	FSM	FSME%	Pupil Premium	Looked After Children	Bangladeshi	Indian	Any Other Asian Background	Pakistani	Black - African	Black Caribbean	Any Other Black Background	Black - African	Chinese	Any Other Mixed Background	White and Asian	White and Black African	White and Black Caribbean	Information Not Yet Obtained	Any Other Ethnic Group	Refused	White - British	White - Irish	Traveller of Irish Heritage	Any Other White Background	Gypsy / Roma	Grand Total	E	S	Total	5+ GCSEs (incl. E&M)	C or better in English & maths
Bridge Learning Campus	All-through	2	1000	587	413	41.3%	620	4	0	2	6	0	5	5	5	2	2	12	9	10	28	2	0	5	875	1	0	37	0	10006	16	0	269	38%	52%
Merchants' Academy	All-through	2	1091	658	433	39.7%	603	7	0	1	5	1	6	3	10	0	4	16	0	5	18	18	0	2	971	1	0	23	0	10084	39	3	186	29%	36%
Ashton Park School	Secondary	2	1194	1034	160	13.4%	312	4	0	0	11	12	8	10	3	9	1	21	13	7	45	2	6	1	978	2	0	74	0	12033	29	1	170	47%	53%
Bedminster Down School	Secondary	2	794	656	138	17.4%	306	3	1	1	2	3	8	2	2	2	3	10	4	5	15	0	0	0	714	2	0	23	0	7977	24	4	26	48%	53%
Bristol Brunel Academy	Secondary	2	1015	705	310	30.5%	458	5	6	29	13	56	16	41	31	103	4	34	10	16	45	3	25	3	503	2	1	74	1	10166	03	1	111	49%	55%
Bristol Cathedral Choir School	Secondary	1	779	723	56	7.2%	107	3	5	13	8	49	17	15	17	9	3	26	23	6	23	0	10	0	523	1	0	32	0	780	46	2	83	82%	86%
Bristol Free School	Secondary	2	705	638	67	9.5%	178	2	9	14	6	14	21	4	5	0	0	12	15	5	14	9	5	6	524	3	2	33	1	7022	15	2	11	53%	66%
Bristol Metropolitan Academy	Secondary	2	790	589	201	25.4%	359	13	21	41	24	75	26	44	14	107	8	18	10	14	40	0	9	12	254	1	0	63	2	783	24	1	106	50%	52%
City Academy Bristol	Secondary	4	718	501	217	30.2%	424	2	43	29	18	101	31	59	28	141	3	19	4	7	46	3	4	0	94	0	0	73	14	717	0	15	106	38%	51%
Colston's Girls' School	Secondary	1	799	709	90	11.3%	186	6	19	39	10	71	15	27	14	65	9	44	23	11	29	11	20	1	350	2	0	29	0	801	3	13	58	72%	75%
Cotham School	Secondary	1	1494	1308	186	12.4%	364	2	13	19	13	90	34	48	16	197	13	49	30	19	57	1	18	2	774	3	0	78	0	14988	5	5	188	62%	70%



School Name	School Type	Ofsted Rating (as of 31st October 2016)	Total	Non-FSM	FSM	FSMIE%	Pupil Premium	Looked After Children	Bangladeshi	Indian	Any Other Asian Background	Pakistani	Black - African	Black Caribbean	Any Other Black Background	Black - African	Chinese	Any Other Mixed Background	White and Asian	White and Black African	White and Black Caribbean	Information Not Yet Obtained	Any Other Ethnic Group	Refused	White - British	White - Irish	Traveller of Irish Heritage	Any Other White Background	Gypsy / Roma	Grand Total	E	S	Total	5+ GCSEs (incl. E&M)	Cor better in English & maths
Fairfield High School	Secondary	2	744	603	141	19.0%	304	5	19	18	13	49	20	46	11	109	3	22	13	11	53	0	7	4	283	1	0	51	0	733	14	0	162	54%	61%
Henbury School	Secondary	2	543	399	144	26.5%	275	6	1	1	3	2	15	8	5	0	3	7	1	0	15	0	0	0	428	2	0	49	0	540	34	47	17	41%	42%
Oasis Academy Brightstowe	Secondary	2	705	498	207	29.4%	378	3	2	6	4	0	5	3	3	1	0	17	1	6	12	0	0	1	609	1	0	46	1	718	98	87	7	39%	48%
Oasis Academy Bristolington	Secondary	NUL	915	718	197	21.5%	331	3	1	5	6	16	16	4	5	0	1	11	11	5	20	0	2	1	782	2	2	40	3	933	33	36	18	41%	49%
Oasis Academy John Williams	Secondary	2	794	617	177	22.3%	369	4	0	2	10	3	8	2	9	0	3	18	3	2	9	1	3	0	698	1	0	33	0	805	41	18	9	49%	65%
Orchard School Bristol	Secondary	2	667	492	175	26.2%	357	5	16	17	13	9	8	18	16	36	4	11	8	4	16	0	9	2	418	0	1	55	0	661	13	0	13	45%	49%
Redland Green School	Secondary	1	1383	1333	50	3.6%	91	0	12	23	7	33	6	5	8	10	9	38	43	7	32	1	7	4	1068	6	0	76	0	1395	12	17	4	84%	88%
St Bernadette Catholic Secondary	Secondary	2	737	641	96	13.0%	208	6	0	13	29	11	14	12	14	1	2	11	3	6	21	1	3	2	526	3	0	62	1	735	10	13	5	53%	56%
St Mary Redcliffe and Temple	Secondary	1	1694	1595	99	5.8%	212	13	7	70	63	26	66	73	37	33	10	31	35	18	54	0	9	0	1090	1	0	71	0	1704	10	15	8	72%	75%

School Name	School Type	Ofsted Rating (as of 31st October 2016)	Total	Non-FSM	FSM	FSME%	Pupil Premium	Looked After Children	Bangladeshi	Indian	Any Other Asian Background	Pakistani	Black - African	Black Caribbean	Any Other Black Background	Black - African	Chinese	Any Other Mixed Background	White and Asian	White and Black African	White and Black Caribbean	Information Not Yet Obtained	Any Other Ethnic Group	Refused	White - British	White - Irish	Traveller of Irish Heritage	Any Other White Background	Gypsy / Roma	Grand Total	E	S	Total	5+ GCSEs (incl. E&M)	C or better in English & maths	
St.Bede's Catholic College	Secondary	2	1035	971	64	6.2%	134	0	0	82	52	3	26	7	19	1	3	25	16	5	12	0	7	7	621	15	3	134	1	0	3039	0	1	35	65%	72%
Steiner Academy Bristol	Secondary	NUL	185	159	26	14.1%	59	1	0	0	2	5	1	1	2	0	1	14	7	2	3	9	0	3	116	0	0	21	0	187	1	1	15			
All Bristol Schools & Academies			58092	46809	11283	19.4%	17247	201	467	1212	962	1847	1229	1105	848	3043	253	1480	836	594	1887	309	527	209	36602	155	66	4140	64	57835	624	1012	8913			

**Data Source and notes:**

1 **Ofsted Rating: Correct as of 31/10/2016.**

<https://www.gov.uk/government/statistical-data-sets/monthly-management-information-ofsteds-school-inspections-outcomes#history>

2 **Free School Meals:**

Extracted from the May school census

3 **Pupil Premium:**

Correct as of January 2016, and down loaded from Key to Success on 28/7/2016

4 **Looked After Children:**

Used the 2016 OC2 cohort (continuously looked after for at least 1 year, as of 31st March 2016)

5 **Ethnicity:**

Using the January census, Bristol's agreed code set (including Somali)

6 **SEN:**

Extracted from the May school census

7 **Key Stage 2:**

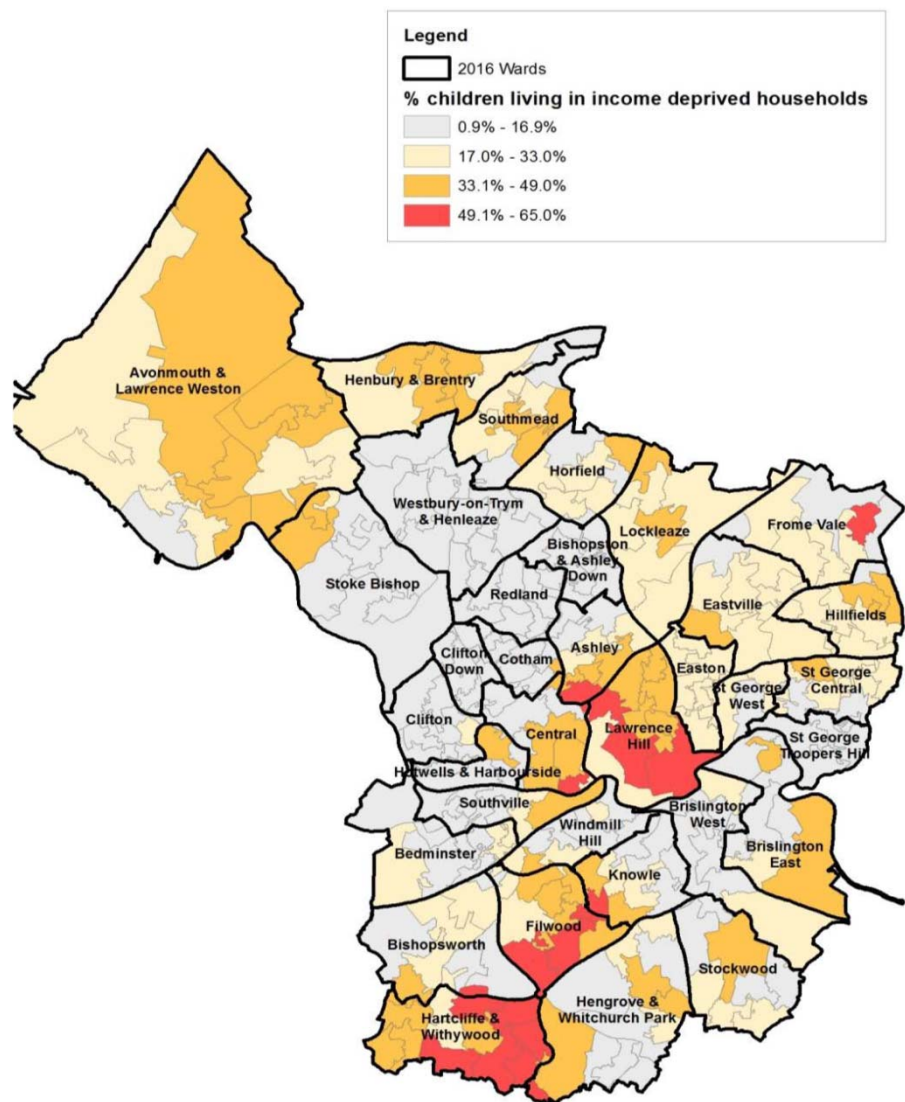
Provisional data, as issued by the DfE on 8/9/2016. Final data will be released end of Feb 2017

8 **Key Stage 4:**

Provisional data, as issued by the DfE on 5/10/2016. Final data will be released end of Jan 2017

9 **Progress:**

Extracted from KEYPAS on 26/11/2016. This data is still provisional. KS2 - KS4 progress is in column AT.



Note - Income deprivation is not possible to calculate exactly for the new wards as we only have the LSOA level data

[In order to calculate to new wards we need Output Area level data]

Interim plan - the LSOA data is mapped here with new ward boundaries superimposed on top

# Free School Meals Data

SchoolName	School Type	Ofsted Rating (as of 31st October 2016)	Free School Meals				Pupil Premium
			Total	Non-FSM	FSM	FSME%	
Bridge Learning Campus	All-through	2	1000	587	413	41.3%	620
Merchants' Academy	All-through	2	1091	658	433	39.7%	603
Bristol Brunel Academy	Secondary	2	1015	705	310	30.5%	458
City Academy Bristol	Secondary	4	718	501	217	30.2%	424
Oasis Academy Brightstowe	Secondary	2	705	498	207	29.4%	378
Henbury School	Secondary	2	543	399	144	26.5%	275
Orchard School Bristol	Secondary	2	667	492	175	26.2%	357
Bristol Metropolitan Academy	Secondary	2	790	589	201	25.4%	359
Oasis Academy John Williams	Secondary	2	794	617	177	22.3%	369
Oasis Academy Brislington	Secondary	NULL	915	718	197	21.5%	331
Fairfield High School	Secondary	2	744	603	141	19.0%	304
Bedminster Down School	Secondary	2	794	656	138	17.4%	306
Steiner Academy Bristol	Secondary	NULL	185	159	26	14.1%	59
St Bernadette Catholic Secondary	Secondary	2	737	641	96	13.0%	208
Cotham School	Secondary	1	1494	1308	186	12.4%	364
Colston's Girls' School	Secondary	1	799	709	90	11.3%	186
Bristol Free School	Secondary	2	705	638	67	9.5%	178
Bristol Cathedral Choir School	Secondary	1	779	723	56	7.2%	107
St.Bede's Catholic College	Secondary	2	1035	971	64	6.2%	134
St Mary Redcliffe and Temple	Secondary	1	1694	1595	99	5.8%	212
Redland Green School	Secondary	1	1383	1333	50	3.6%	91
<b>All Bristol Schools &amp; Academies</b>			<b>18587</b>	<b>15100</b>	<b>3487</b>	<b>18.7%</b>	<b>6323</b>

## Ofsted Ratings

SchoolName	School Type	Ofsted Rating (as of 31st October 2016)
Ashton Park School	Secondary	2
Bedminster Down School	Secondary	2
Bridge Learning Campus	All-through	2
Bristol Brunel Academy	Secondary	2
Bristol Cathedral Choir School	Secondary	1
Bristol Free School	Secondary	2
Bristol Metropolitan Academy	Secondary	2
City Academy Bristol	Secondary	4
Colston's Girls' School	Secondary	1
Cotham School	Secondary	1
Fairfield High School	Secondary	2
Henbury School	Secondary	2
Merchants' Academy	All-through	2
Oasis Academy Brightstowe	Secondary	2
Oasis Academy Brislington	Secondary	NULL
Oasis Academy John Williams	Secondary	2
Orchard School Bristol	Secondary	2
Redland Green School	Secondary	1
St Bernadette Catholic Secondary	Secondary	2
St.Bede's Catholic College	Secondary	2
St Mary Redcliffe and Temple	Secondary	1
Steiner Academy Bristol	Secondary	NULL

## Children in Care data

School Name	Children in Care
Bristol Metropolitan Academy	13
St Mary Redcliffe and Temple	13
Merchants' Academy	7
Colston's Girls' School	6
Henbury School	6
St Bernadette Catholic Secondary	6
Bristol Brunel Academy	5
Fairfield High School	5
Orchard School Bristol	5
Bridge Learning Campus	4
Ashton Park School	4
Oasis Academy John Williams	4
Bedminster Down School	3
Bristol Cathedral Choir School	3
Oasis Academy Brightstowe	3
Oasis Academy Brislington	3
Bristol Free School	2
City Academy Bristol	2
Cotham School	2
Steiner Academy Bristol	1
Redland Green School	0
St.Bede's Catholic College	0
<b>All Bristol Schools &amp; Academies</b>	<b>201</b>

## Ethnicity data

School Name	Bangladeshi	Indian	Any Other Asian Background	Pakistani	Black - African	Black Caribbean	Any Other Black Background	Black - African	Chinese	Any Other Mixed Background	White and Asian	White and Black African	White and Black Caribbean	Information Not Yet Obtained	Any Other Ethnic Group	Refused	White - British	White - Irish	Traveller of Irish Heritage	Any Other White Background	Gypsy / Roma	Total
Bridge Learning Campus	0	2	6	0	5	5	5	2	2	12	9	10	28	2	0	5	875	1	0	37	0	1006
Merchants' Academy	0	1	5	1	6	3	10	0	4	16	0	5	18	18	0	2	971	1	0	23	0	1084
Ashton Park School	0	0	11	12	8	10	3	9	1	21	13	7	45	2	6	1	978	2	0	74	0	1203
Bedminster Down School	1	1	2	3	8	2	2	2	3	10	4	5	15	0	0	0	714	2	0	23	0	797
Bristol Brunel Academy	6	29	13	56	16	41	31	103	4	34	10	16	45	3	25	3	503	2	1	74	1	1016
Bristol Cathedral Choir School	5	13	8	49	17	15	17	9	3	26	23	6	23	0	10	0	523	1	0	32	0	780
Bristol Free School	9	14	6	14	21	4	5	0	0	12	15	5	14	9	5	6	524	3	2	33	1	702
Bristol Metropolitan Academy	21	41	24	75	26	44	14	107	8	18	10	14	40	0	9	12	254	1	0	63	2	783
City Academy Bristol	43	29	18	101	31	59	28	141	3	19	4	7	46	3	4	0	94	0	0	73	14	717
Colston's Girls' School	19	39	10	71	15	27	14	65	9	44	23	11	29	11	20	13	350	2	0	29	0	801
Cotham School	13	19	13	90	34	48	16	197	13	49	30	19	57	1	18	26	774	3	0	78	0	1498
Fairfield High School	19	18	13	49	20	46	11	109	3	22	13	11	53	0	7	4	283	1	0	51	0	733
Henbury School	1	1	3	2	15	8	5	0	3	7	1	0	15	0	0	0	428	2	0	49	0	540
Oasis Academy Brightstowe	2	6	4	0	5	3	3	1	0	17	1	6	12	0	0	1	609	1	0	46	1	718
Oasis Academy Brislington	1	5	6	16	16	4	5	0	1	11	11	5	20	0	2	1	782	2	2	40	3	933
Oasis Academy John Williams	0	2	10	3	8	2	9	0	3	18	3	2	9	1	3	0	698	1	0	33	0	805
Orchard School Bristol	16	17	13	9	8	18	16	36	4	11	8	4	16	0	9	2	418	0	1	55	0	661
Redland Green School	12	23	7	33	6	5	8	10	9	38	43	7	32	1	7	4	###	6	0	76	0	1395
St Bernadette Catholic Secondary	0	13	29	11	14	12	14	1	2	11	3	6	21	1	3	2	526	3	0	62	1	735
St Mary Redcliffe and Temple	7	70	63	26	66	73	37	33	10	31	35	18	54	0	9	0	###	11	0	71	0	1704
St Bede's Catholic College	0	82	52	3	26	7	19	1	3	25	16	5	12	0	7	7	621	15	3	134	1	1039
Steiner Academy Bristol	0	0	2	5	1	1	2	0	1	14	7	2	3	9	0	3	116	0	0	21	0	187
<b>Total by ethnic group</b>	<b>175</b>	<b>425</b>	<b>318</b>	<b>629</b>	<b>372</b>	<b>437</b>	<b>274</b>	<b>826</b>	<b>89</b>	<b>466</b>	<b>282</b>	<b>171</b>	<b>607</b>	<b>61</b>	<b>144</b>	<b>92</b>	<b>###</b>	<b>60</b>	<b>9</b>	<b>1177</b>	<b>24</b>	<b>19837</b>



# Education, Health & Care Plan and Statement of Special Educational Need data

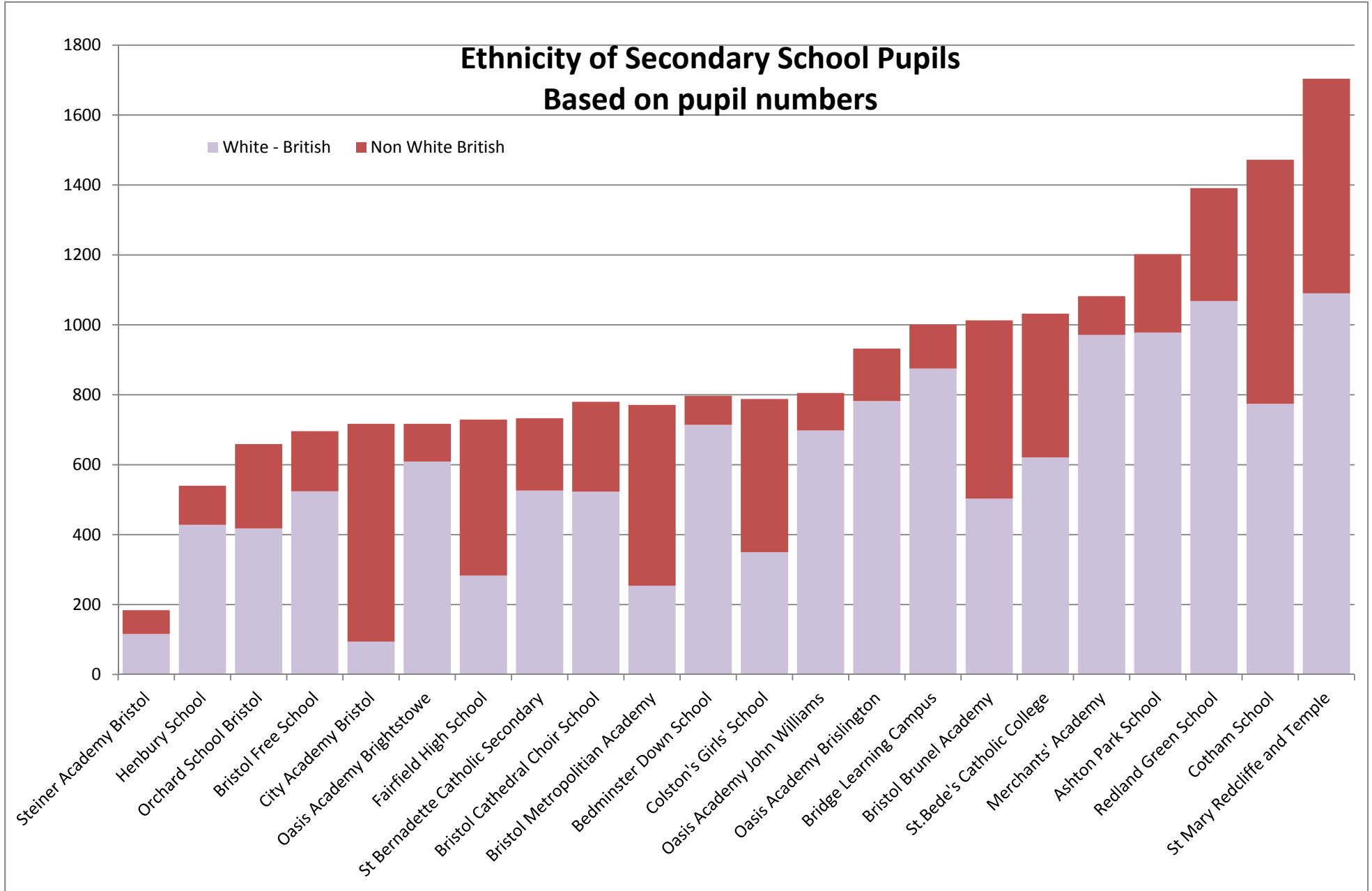
School Name	ECHP	Statement of SEN	Total
Bridge Learning Campus	16	0	269
St Mary Redcliffe and Temple	10	15	238
Redland Green School	12	17	204
Cotham School	5	5	188
Merchants' Academy	3	39	186
Oasis Academy Brislington	33	36	178
Ashton Park School	2	19	170
Fairfield High School	14	0	162
Orchard School Bristol	13	0	123
Bristol Free School	1	25	121
Henbury School	3	47	117
Bristol Brunel Academy	0	13	111
Bristol Metropolitan Academy	2	14	106
City Academy Bristol	0	15	106
St Bernadette Catholic Secondary	10	13	95
Oasis Academy John Williams	4	1	89
Oasis Academy Brightstowe	9	8	87
Bristol Cathedral Choir School	4	26	83
Colston's Girls' School	3	13	58
St.Bede's Catholic College	0	10	35
Bedminster Down School	2	4	26
Steiner Academy Bristol	1	1	15
<b>TOTAL</b>	<b>147</b>	<b>321</b>	<b>2767</b>

## GCSE data

School Name	5+ GCSEs (incl. E&m)	C or better in English & maths
Redland Green School	84%	88%
Bristol Cathedral Choir School	82%	86%
Colston's Girls' School	72%	75%
St Mary Redcliffe and Temple	72%	75%
St.Bede's Catholic College	65%	72%
Cotham School	62%	70%
Fairfield High School	54%	61%
Bristol Free School	53%	66%
St Bernadette Catholic Secondary	53%	56%
Bristol Metropolitan Academy	50%	52%
Bristol Brunel Academy	49%	55%
Oasis Academy John Williams	49%	65%
Bedminster Down School	48%	53%
Ashton Park School	47%	53%
Orchard School Bristol	45%	49%
Henbury School	41%	42%
Oasis Academy Brislington	41%	49%
Oasis Academy Brightstowe	39%	48%
Bridge Learning Campus	38%	52%
City Academy Bristol	38%	51%
Merchants' Academy	29%	36%
Steiner Academy Bristol	n/a	n/a


## Ethnicity of Secondary School Pupils Based on pupil numbers

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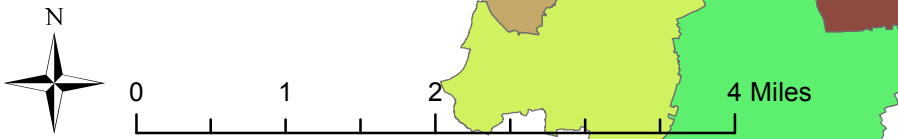
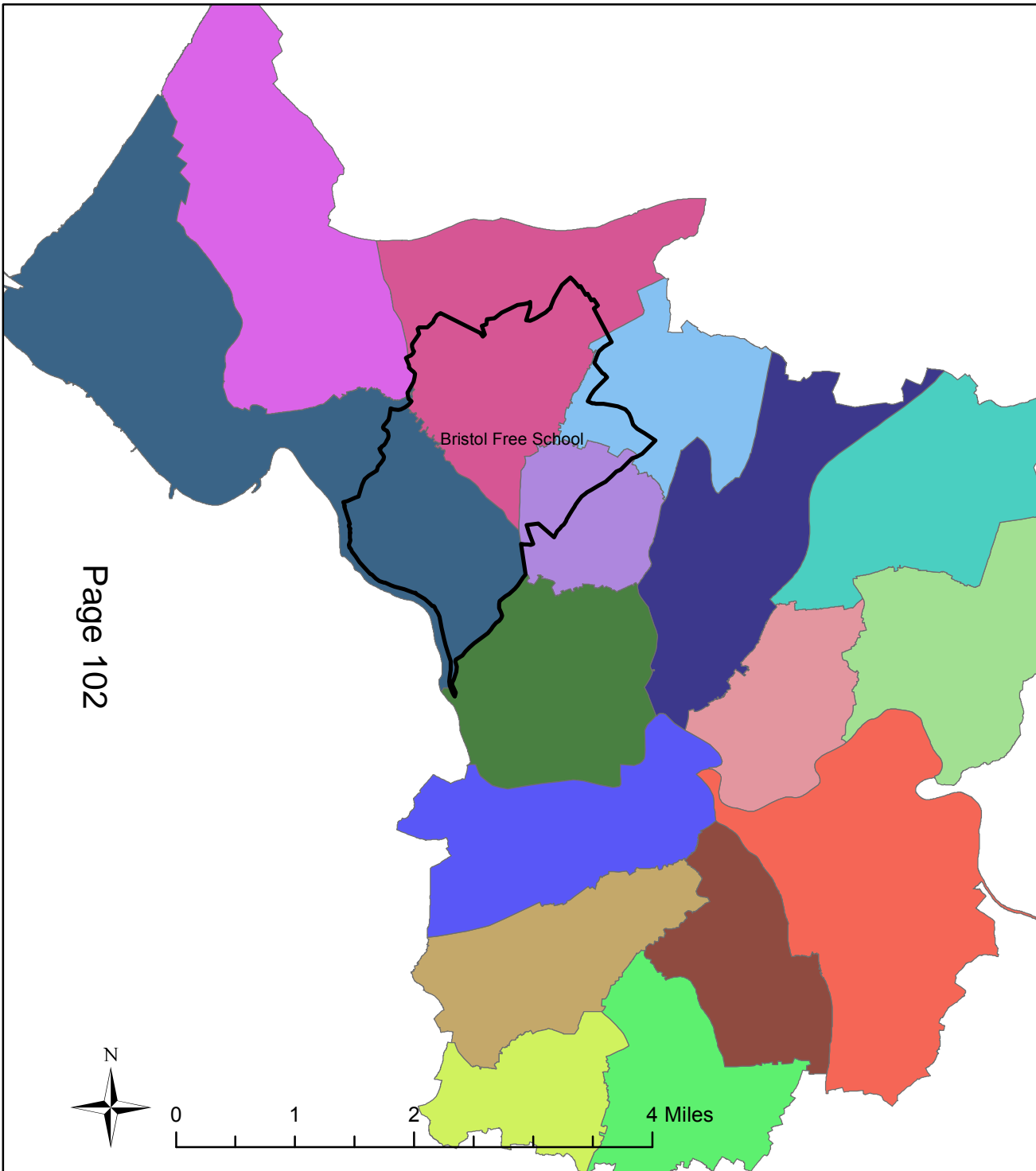
**Secondary School Areas of First Responsibility  
(Some 'Areas' overlay these and are not shown,  
faith schools based on parishes etc)**

**APRs**

 <all other values>

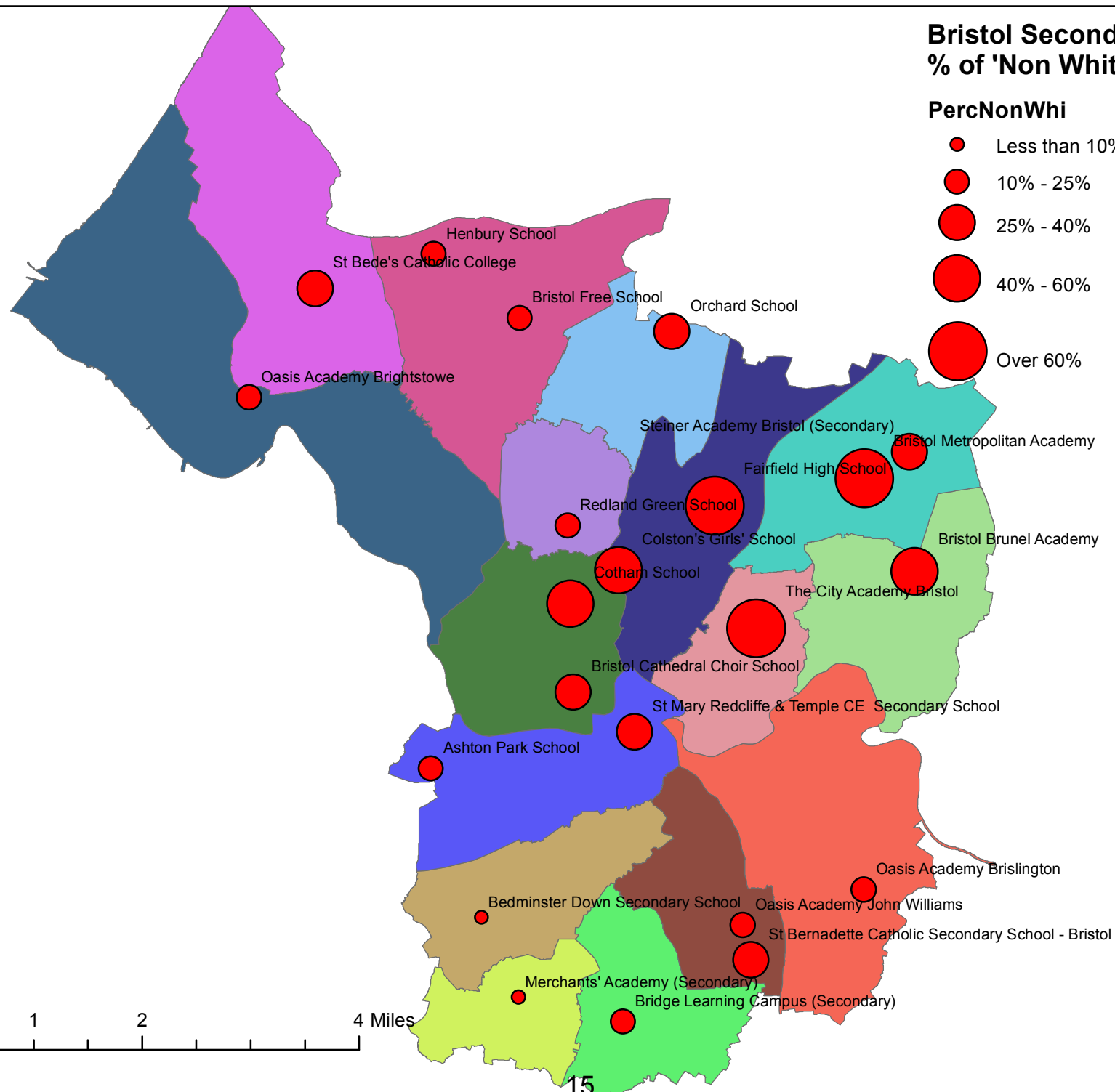
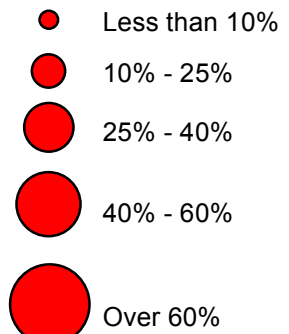
**SCHOOL\_NAM**

-  Ashton Park School
-  Bedminster Down Secondary School
-  Bridge Learning Campus (Secondary)
-  Bristol Brunel Academy
-  Bristol Metropolitan Academy (formally Bristol Metropolitan College)
-  Cotham School
-  Fairfield High School
-  Henbury School
-  Merchants' Academy (Secondary)
-  Oasis Academy Brightstowe
-  Oasis Academy Brislington (formally Brislington Enterprise College)
-  Oasis Brightstowe and Henbury Joint
-  Oasis John Williams
-  Orchard School
-  Redland Green School
-  The City Academy Bristol



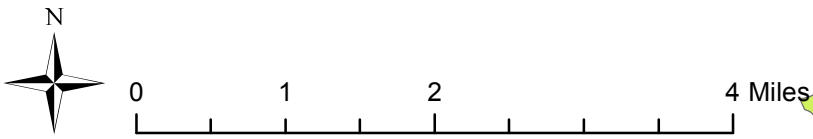
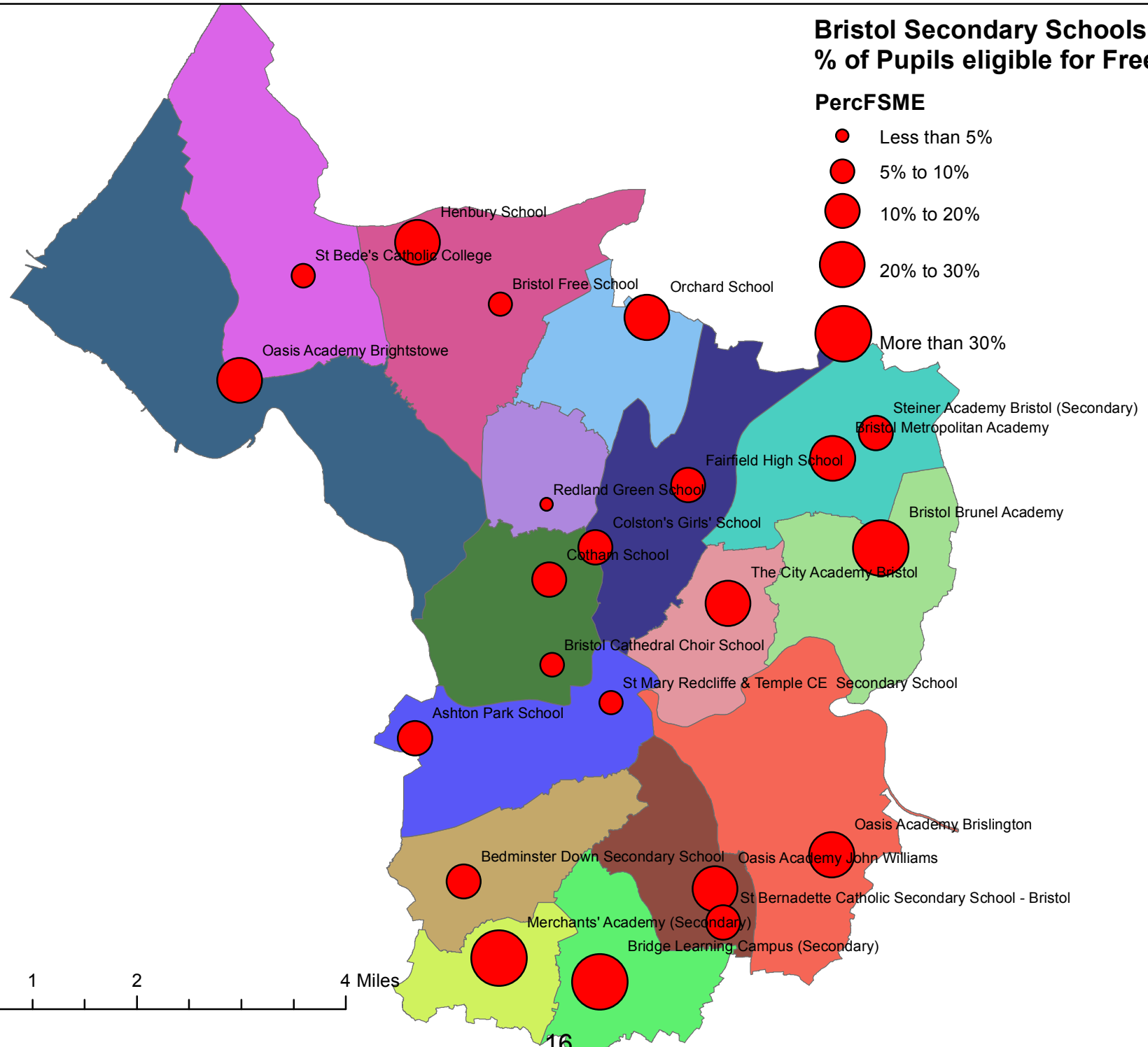
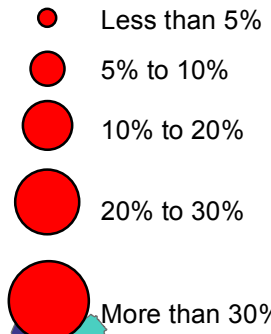
# Bristol Secondary Schools % of 'Non White British Pupils'

## PercNonWhi



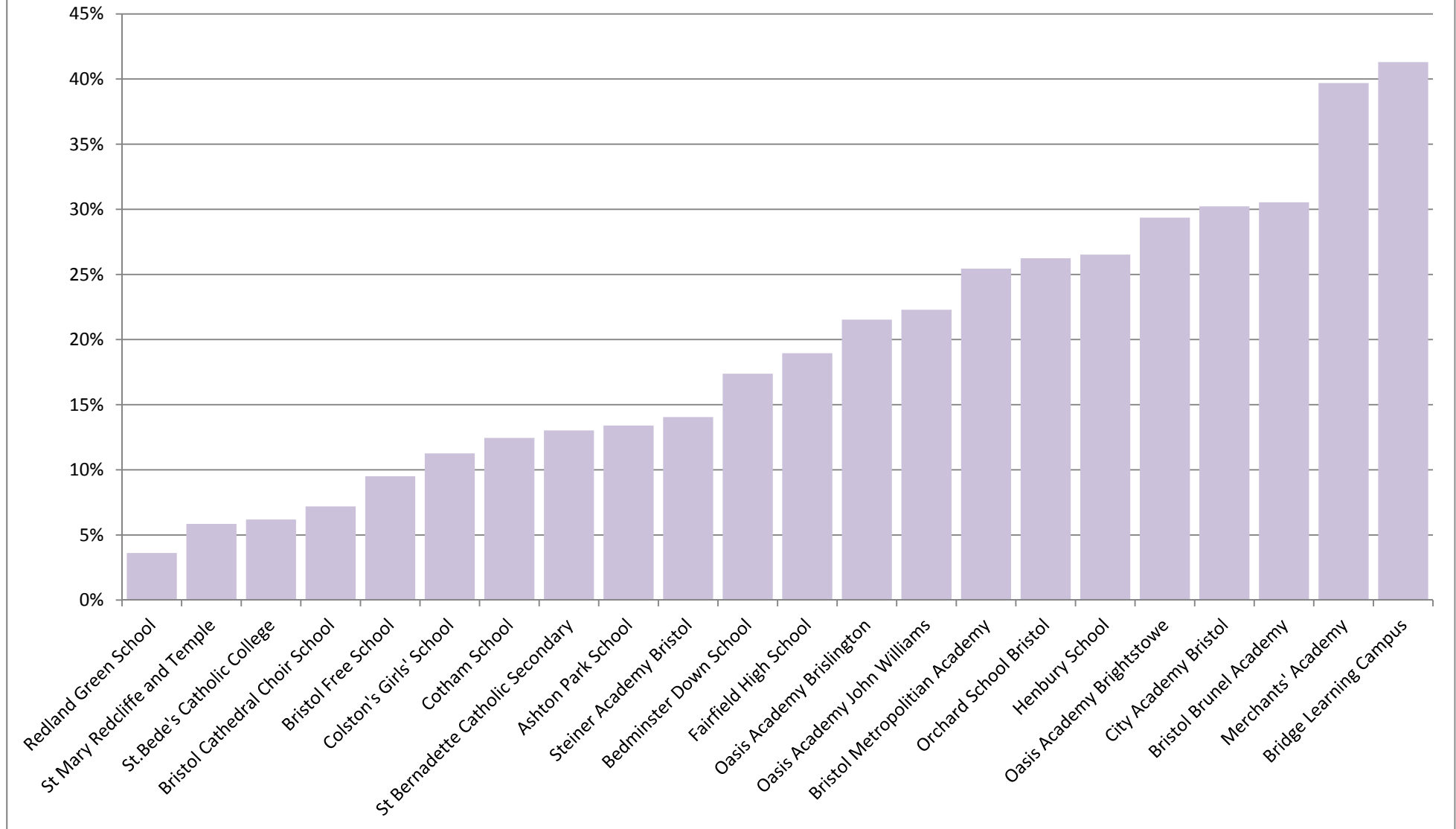
# Bristol Secondary Schools % of Pupils eligible for Free School Meals

## PercFSME



## Bristol Secondary Schools % eligibility for Free School Meals

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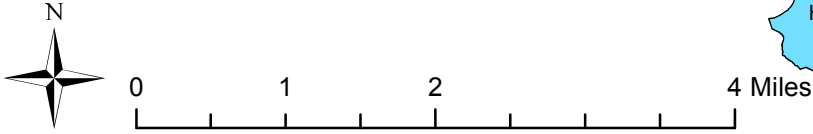
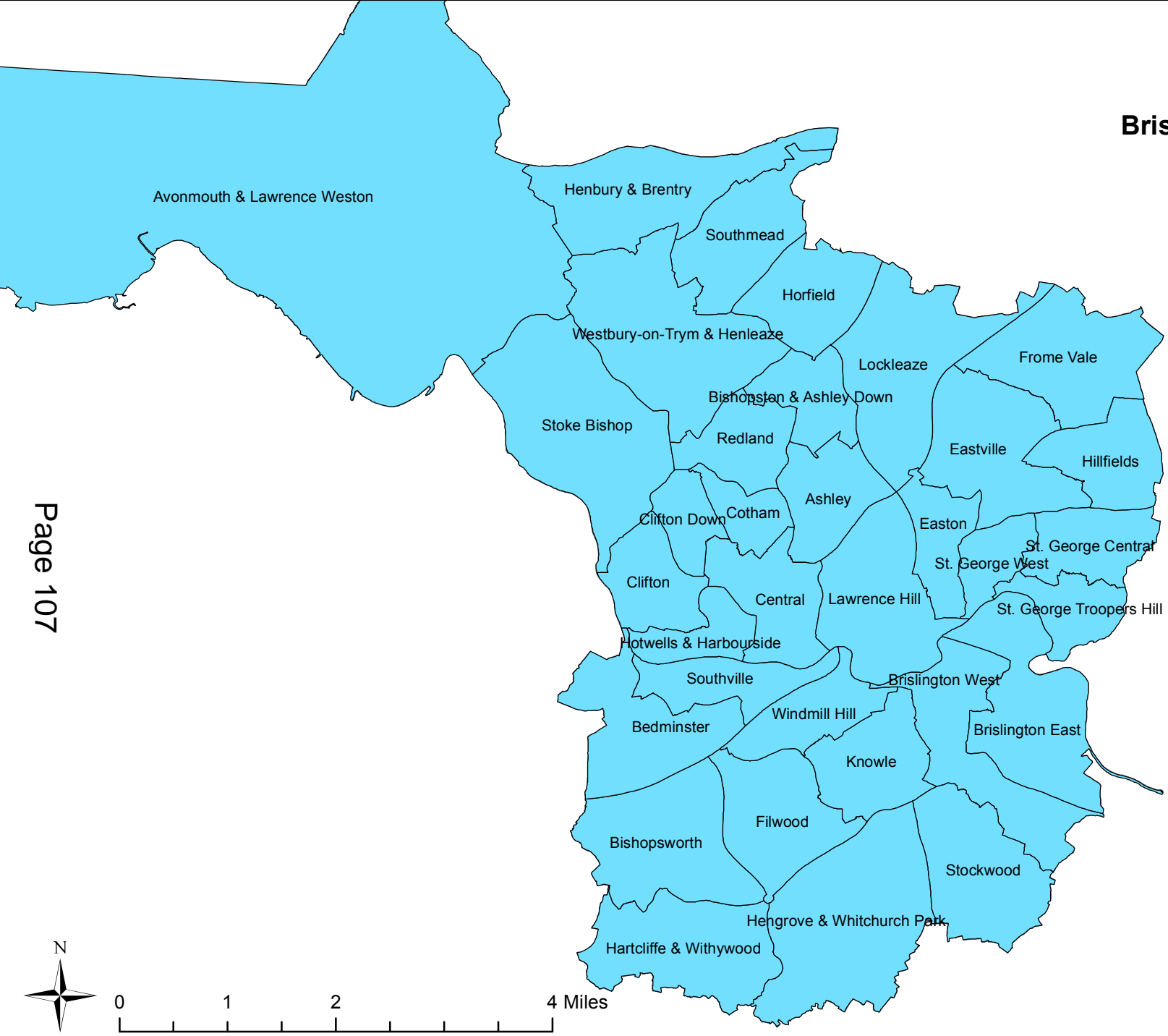
School Mix

Sector	Academy	Voluntary Controlled	Voluntary Aided	Foundation	Free	Community	Total
Secondary	18	0	2	1	1	0	22
Primary	45	8	9	5	1	40	108
Total by type	63	8	11	6	2	40	130

Do not set admission arrangements for secondary schools Set admission arrangements for 44% of primary schools.	
---	--

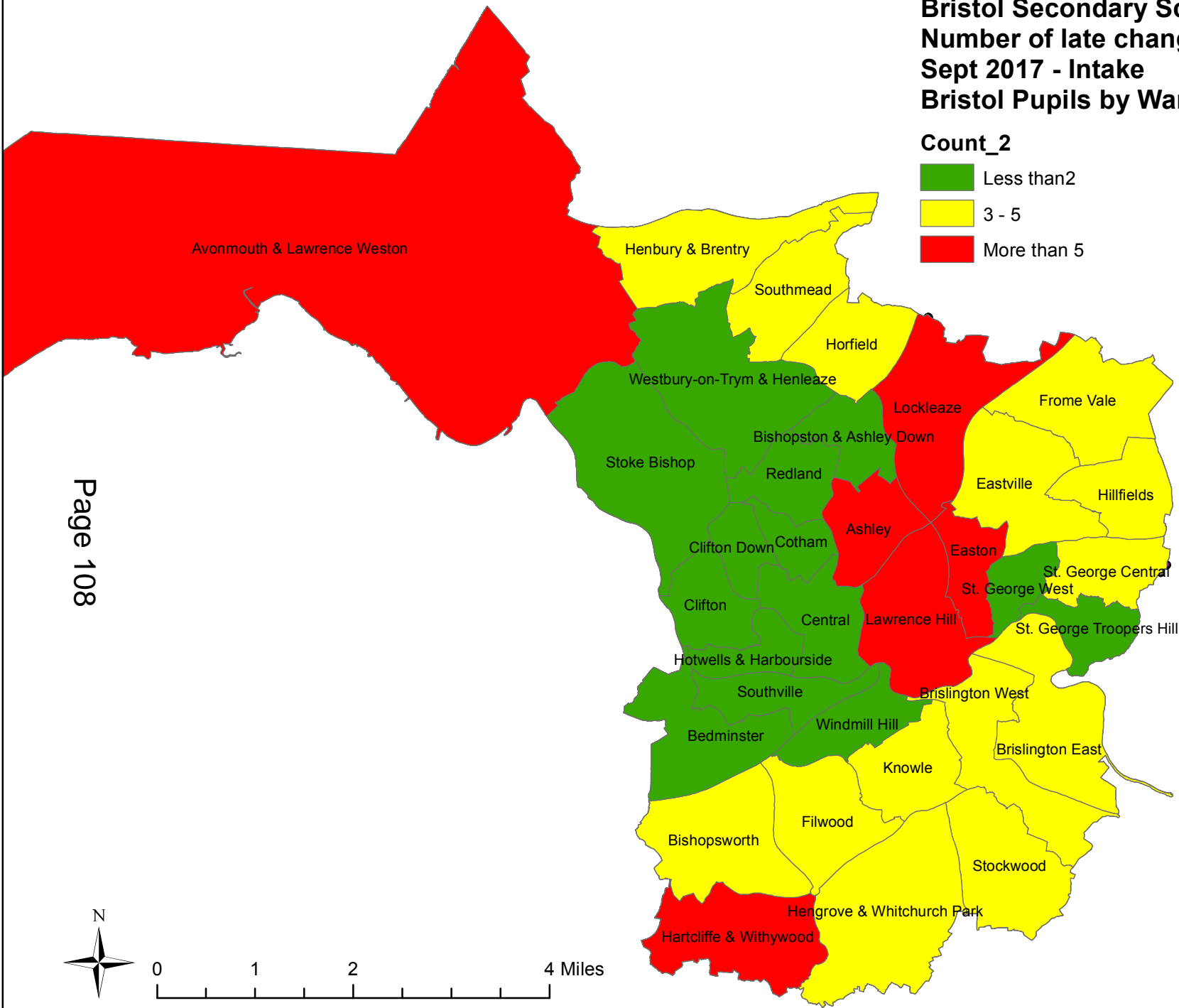


# Bristol Wards

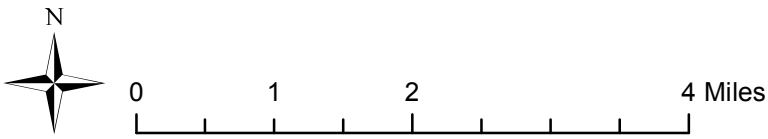


# Bristol Secondary Schools - Sept 2016 Intake Number of late changes of 1st Preference Sept 2017 - Intake Bristol Pupils by Ward

Count\_2



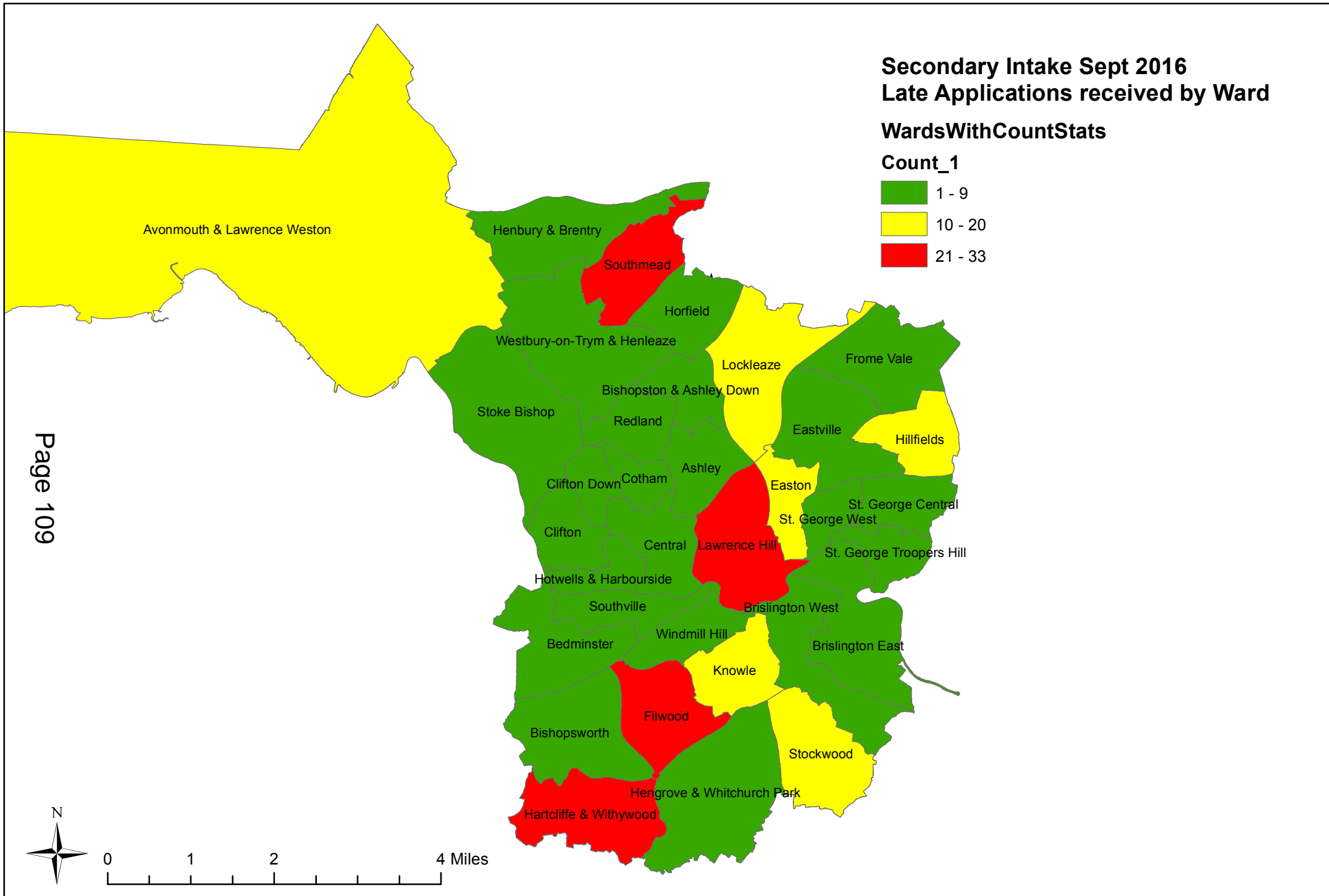
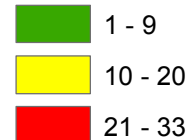
Page 108



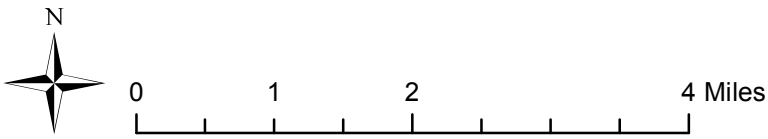
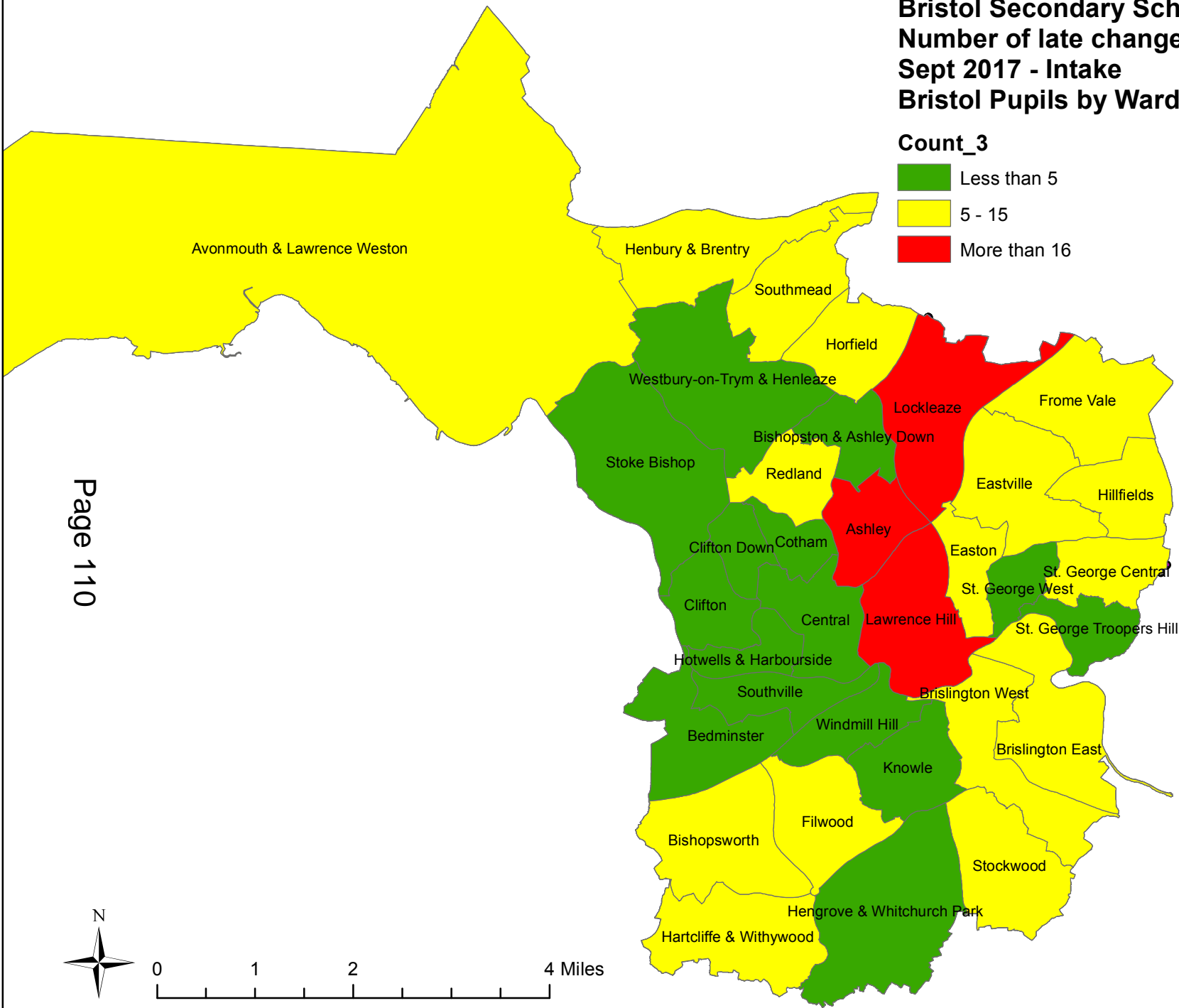
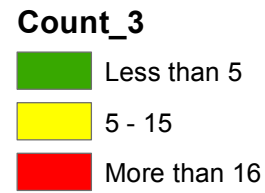
## Secondary Intake Sept 2016 Late Applications received by Ward

### WardsWithCountStats

#### Count\_1



**Bristol Secondary Schools - Sept 2016 Intake  
 Number of late changes of Preference (1st, 2nd & 3rd)  
 Sept 2017 - Intake  
 Bristol Pupils by Ward**



# Secondary Intake September 2016 Percentage of Late Applications per LSOA

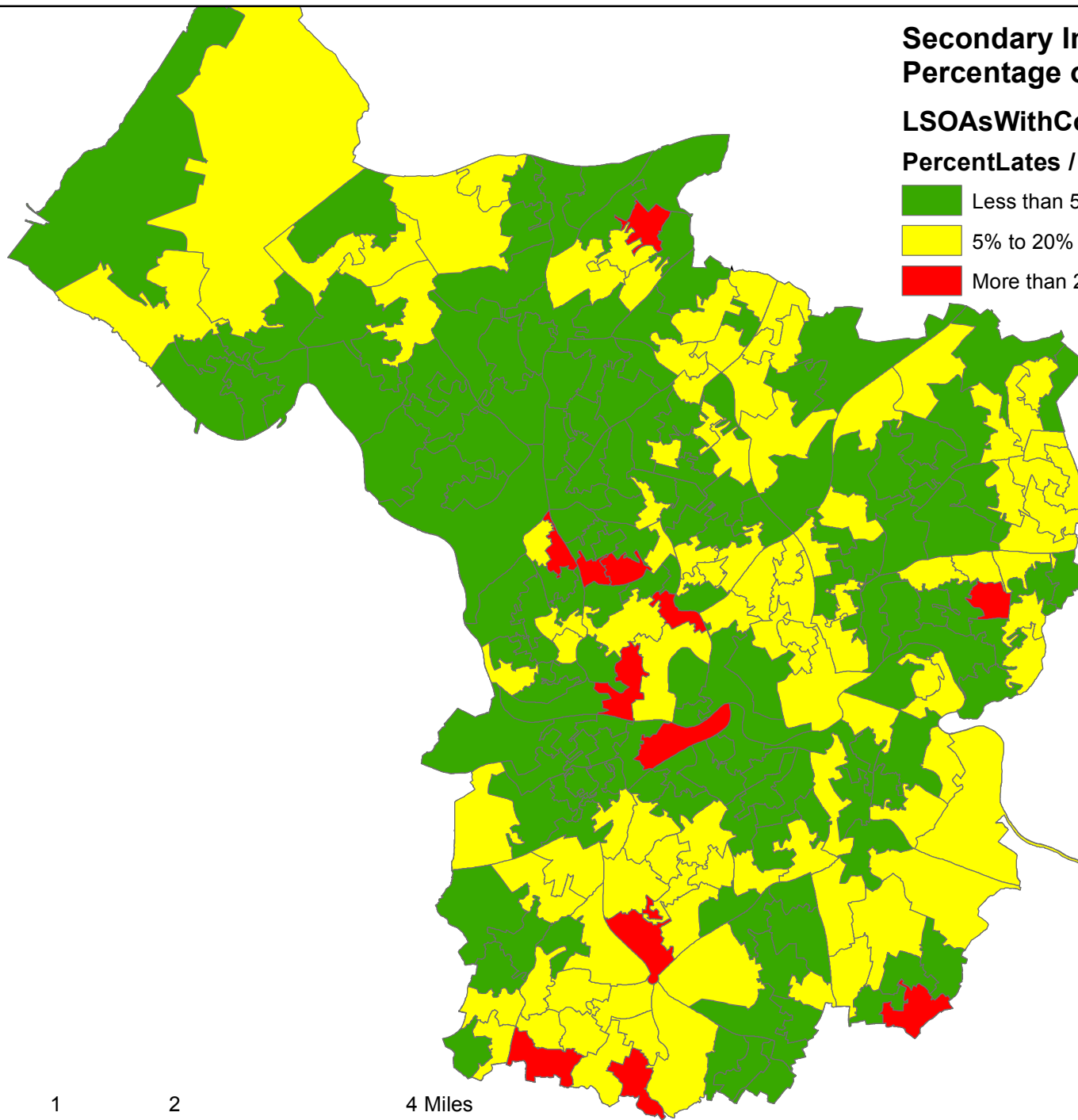
LSOAsWithCountStats

PercentLates / none

Less than 5%

5% to 20%

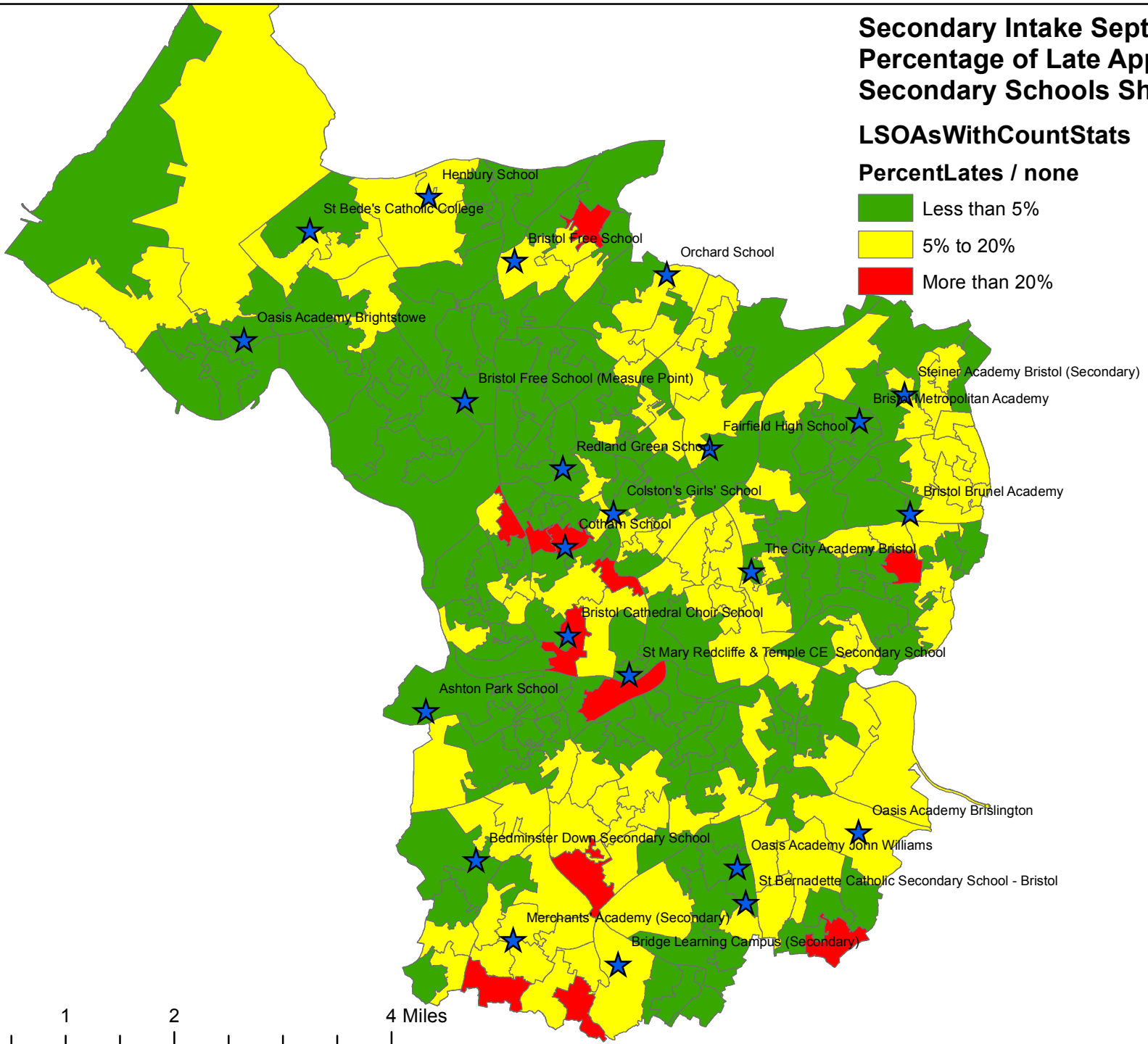
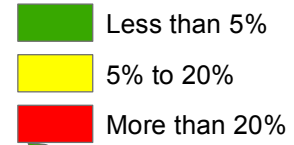
More than 20%



# Secondary Intake September 2016 Percentage of Late Applications per LSOA Secondary Schools Shown

LSOAsWithCountStats

PercentLates / none

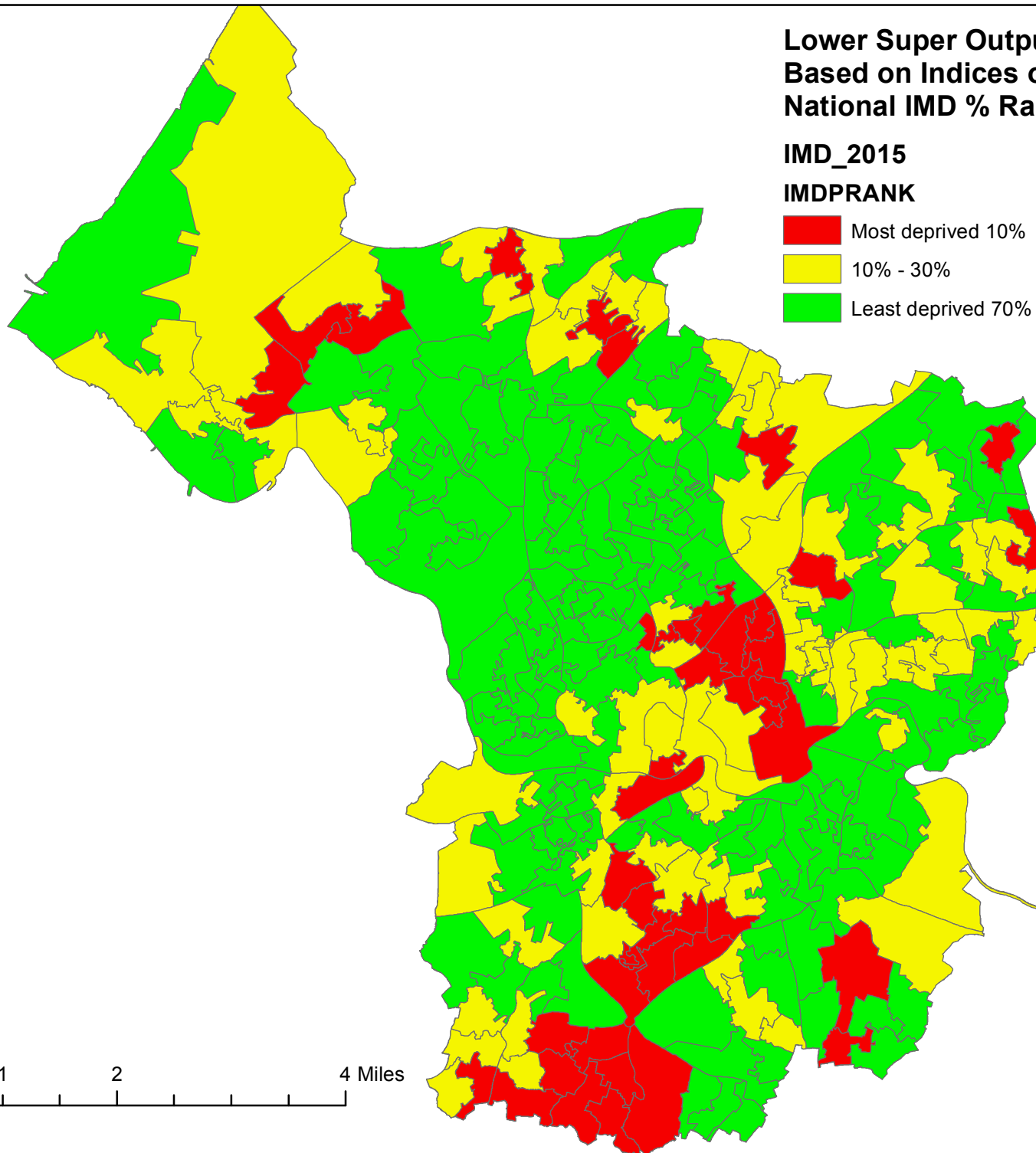


# Lower Super Output Areas Based on Indices of Deprivation (2015) National IMD % Rank

IMD\_2015

IMDPRANK

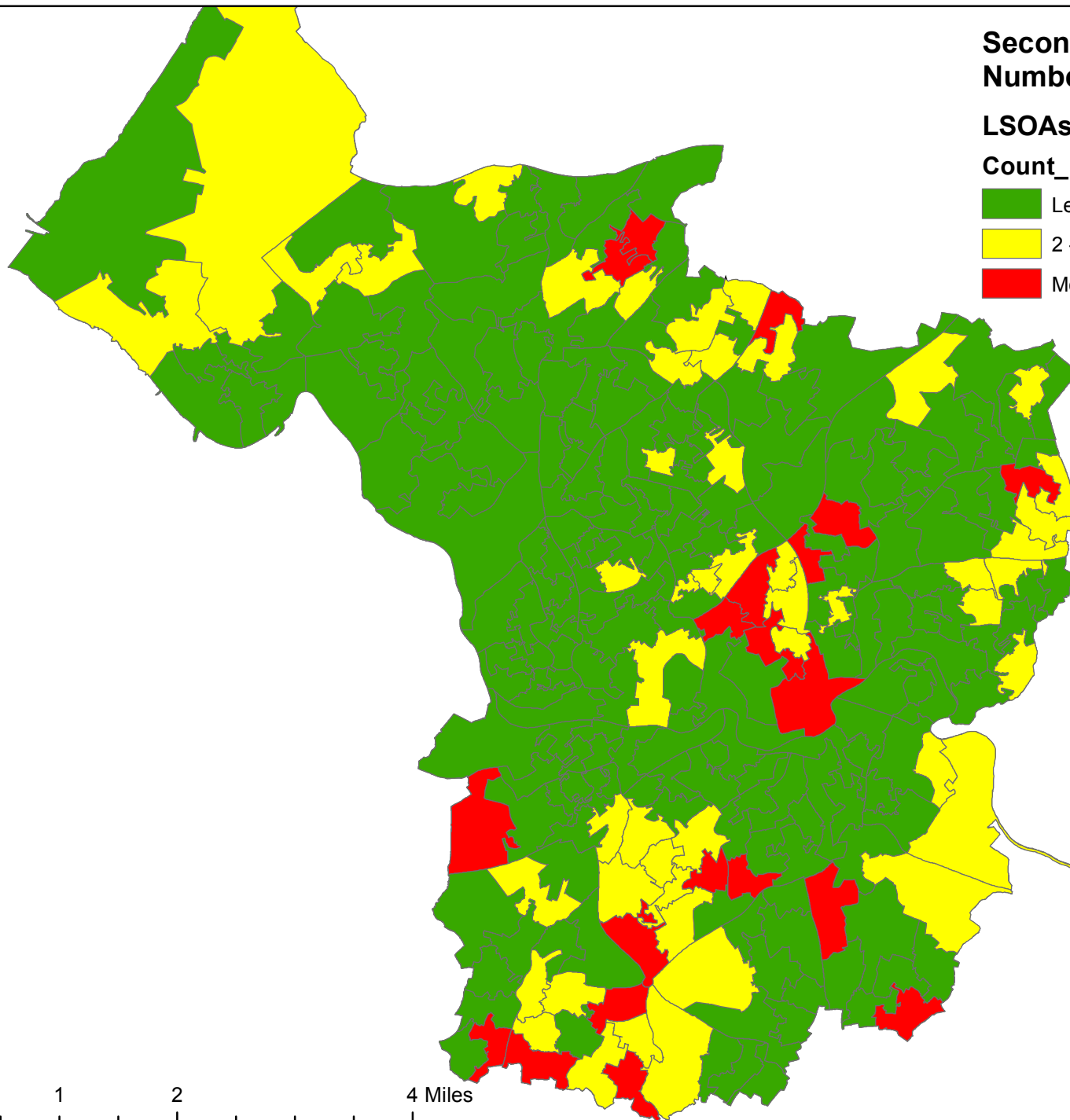
- Most deprived 10%
- 10% - 30%
- Least deprived 70%



# Secondary Intake September 2016 Number of Late Prefs per LSOA

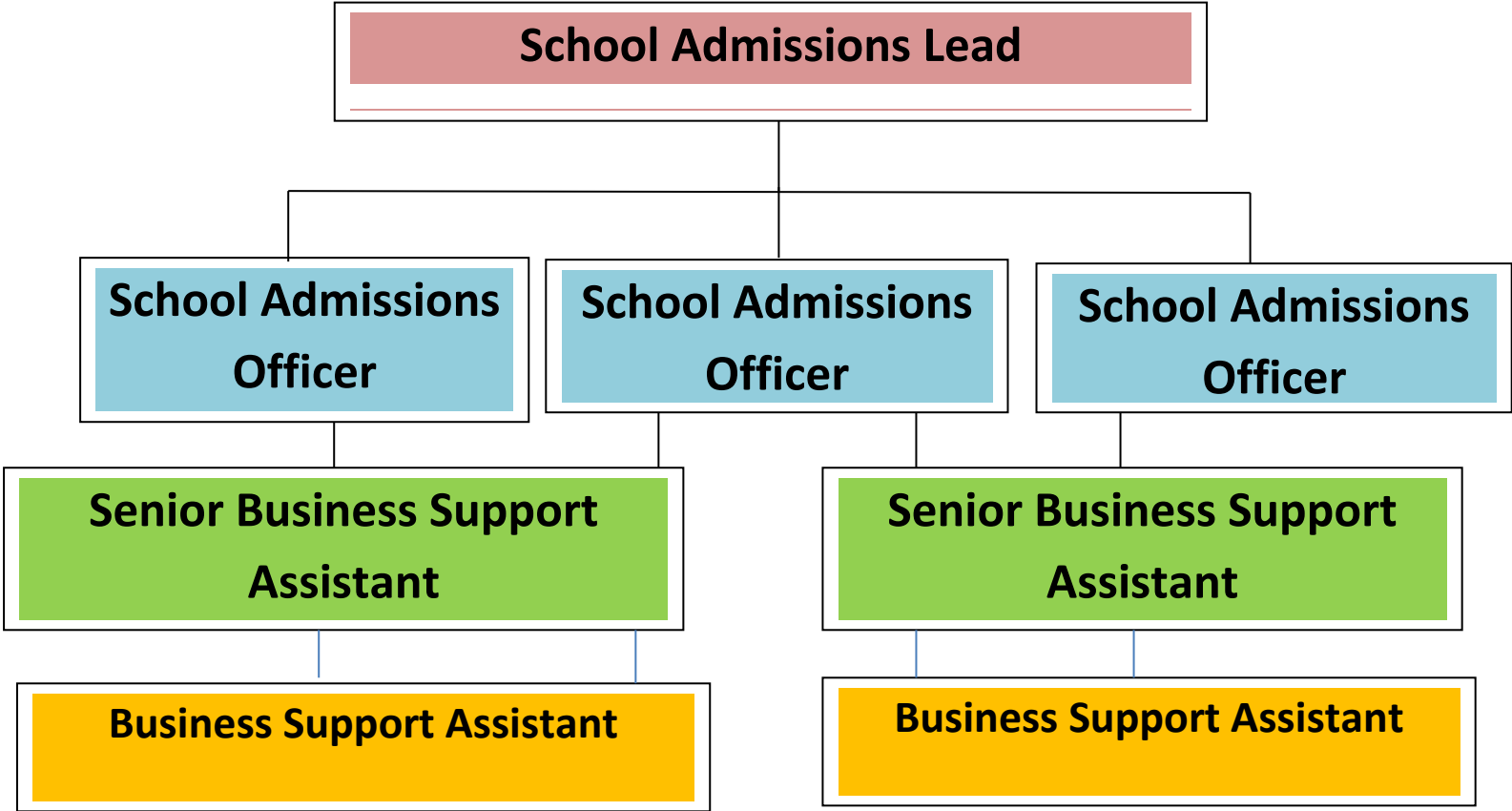
LSOAsWithCountStats

Count\_1





# School Admissions Structure Chart



Outreach events in September 2016

Name of School/Nursery	Date Visited	Brief Notes of Visit	Admissions Officer	Action Notes
		eg gave presentation and assisted with online applications.		
St George Pre School	15-Sep	Reception presentation	x1	x1 nursery staff + approx. x10 parents
Air Balloon	19-Sep	Year 6 presentation	x1	x3 school staff + approx. x20+ parents
Bannerman Rd	20-Sep	Year 6 presentation	x1	x1 school staff + x3 parents
St George Pre School	21-Sep	Reception presentation	x1	x1 nursery staff + approx. x4 parents
Easton CC	26-Sep	x2 Reception presentations	x1	x2 nursery staff + approx 15 parents between the 2 sessions
May Park	12-Oct	Year 6 presentation	x1	apply online
Rosemary Nursery	18-Oct	Reception presentation	x1	x1 nursery staff + approx. x10 parents
Broomhill Infants	19-Oct	x2 Reception presentations	x1	no nursery staff, AM session attended by x2 parents, PM session attended by x1 parent - helped all these parents to apply online
Rosemary Nursery	20-Oct	Reception presentation	x1	x1 nursery staff + approx. x10 parents
Two Mile Hill	04-Oct	Year 6 presentation	x1	no school staff + x4 parents
EAL Session Easton CC	11-Oct	Year 6 presentation - No show	x1	Waited for 30mins but no parents turned up.
Stonozka (Czech & Slov)	26-Oct	presentations	x1	x5 staff members (approx. 120 families within the community)
Various	21-Oct	Unsubmitted application email sent earlier and repeated where necessary to ensure that parents receive and act on reminder. All primary schools contacted numerous time to chase up parents of children where an application has not been made prior to the secondary closing date.	ICT	reminders sent by IT 24th and 28th October 2016. Reminders also posted on BCC Facebook and Twitter. Schools asked via TwS to remind parents of closing date before half term break. Schools contacted to maximise number of on-time applications.

Hareclive Adademy	19-Oct	Year 6 presentation	x1	x6 parents.
Henbury Court	04-Oct	Year 6 presentation	x1	x5 parents
Holymead	06-Oct	Year 6 presentation	x1	x 20 parents. Well worth doing. Lots of follow up emails from parents wanting individual advice
St Pauls Childrens Centre	21-Oct	Reception presentation	x1	Did not take place due to likely lack of attendees
Oasis Bankleaze	03-Oct	Year 6 presentation	x1	x 4 parents
Perry Court	27-Sep	Year 6 presentation	x1	x8 parents
Parson Street	18-Oct	Year 6 presentation	x1	x15 parents. Was a worthwhile session. Lots of questions.
Chester Park Junior	17-May	Year 6 presentation	x1	x 30 parents. Probably held too early, but Head anxious that done b4 summer holidays to Yr 5 parents
Kudacan (Bishopston)	10-Jul	Reception presentation	x1	x 25 parents. Always well marketed and attended by Kudacan. Popular as held at weekend
Kudacan (Bishopston)	13-Aug	Reception presentation	x1	x 25 parents. Always well marketed and attended by Kudacan. Popular as held at weekend
Kudacan (Bishopston)	19-Sep	Reception presentation	x1	x 25 parents. Always well marketed and attended by Kudacan. Popular as held at weekend
FIT	22-Sep	email to Family Intervention Team Managers	x1	Offer of support to families they are working with. Attend Team Meeting to explain process etc. Absolutely no recognition or response from the 4 email recipients
The Hope	regular e mails/ph one calls		x1	regular contact to ensure that an application is received for all children in care
Hartcliffe Children's Centre	List of children		x1	list of children which is checked to see who has applied, then nursery advised who has not and they chase
Knowle West Early years	List of children		x1	as above
Redcliffe Children's Centre	List of children		x1	as above
Four Acres Children's Centre	List of children		x1	as above
Compass Point Children's Centre	List of children		x1	as above

Bridge Learning Campus, Nursery	List of children	x1	as above
Woodlands Nursery class	List of children	x1	as above
Cheddar Grove, Nursery class	List of children	x1	as above
Fair Furlong, Nursery class	List of children	x1	as above
Greenfield, Nursery class	List of children	x1	as above
Headley Park, Nursery class	List of children	x1	as above
Ilminster Avenue, Nursey class ?	List of children	x1	as above
Merchants' Nursery class	List of children	x1	as above
Oasis Academy, Connaught, Nursery class	List of children	x1	as above
Parson Street, Nursery class	List of children	x1	as above
Perry Court, Nursery class	List of children	x1	as above
St Mary Redcliffe, Nursery class	List of children	x1	as above
St Peter's Church of England, Nursery class	List of children	x1	as above
Waycroft, Nursery class	List of children	x1	as above
Appeals Outreach	ongoing	Guidance for interpreters to explain to parent/carer prior to hearing taking place	Democratic Services brief process guide provided by DS for interpreter to go through with parents.

Use Polski organisation				upon request
Chinese Women Group				upon request
RTG outreach				upon request
Abdul Jama - support for communities			x1	Attended outreach days set up by Cllr Pickersgill
information on facebook and twitter		Information given throughout process including frequent reminders.	x1	Maximise number of on-time applications.
General		Information sent to all schools including pre-schools and childminders. Ask Schools to place flyers on their website.	x1	
		Information posted on website, sent to Libraries, Faith Groups, Sports Centres, Dentist and Doctor Surgeries. Advertise in The Bristol Post and Metro Newspapers as well Facebook and Twitter.	x1	

# Secondary Transfer 2016 – First Round as at 1<sup>st</sup> March 2016

4,439 applications were processed by School Admissions an increase of 41% from 2011.

# Secondary Applications

- 4,117 applications received from Bristol residents for schools in and outside of Bristol. An increase of 795 from 2015.
- 4,018 places available in Bristol Schools.  
3,823 places offered.
- 199 places available for late applicants and parents'/carers' changing preferences.
- Received 70 late applications for Bristol schools and 22 for schools outside Bristol yet to be processed.

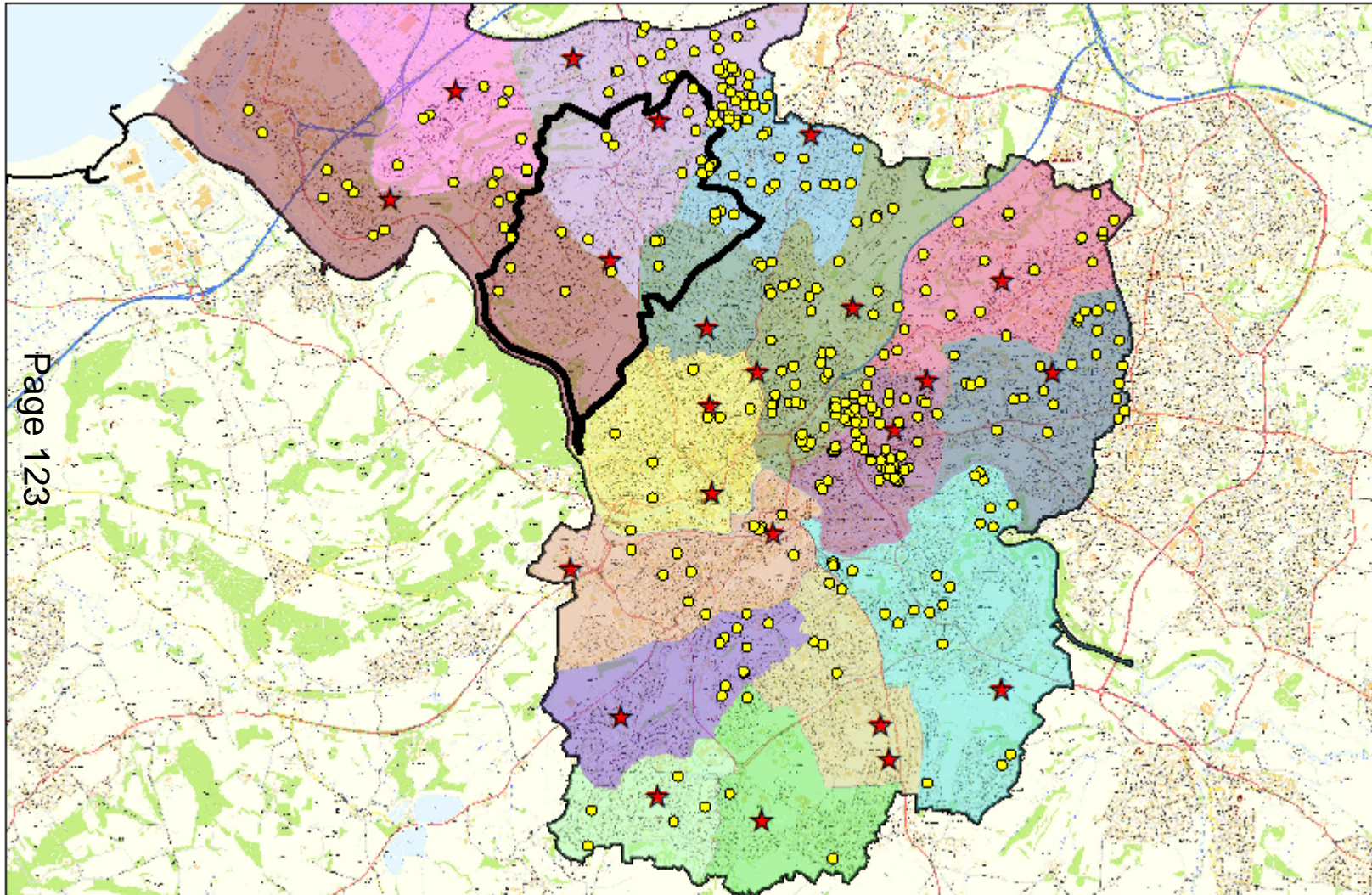
# Secondary Offers

- 92.5% of young people resident in Bristol offered a place at one of their preference schools.
- 3,181 (77.2%) of young people resident in Bristol offered their first preference school, an increase of 2% from 2015.
- 448 (10.8%) of young people resident in Bristol offered their second preference school.
- 180 (4.4%) of young people resident in Bristol offered their third preference school. Number of young people offered a place at second or third preference school broadly similar to 2015.
- 308 (7.5%) of young people resident in Bristol not offered a preference school, an increase of 18 from 2015.



# Bristol Young People offered a non-preference school

This Map shows all Bristol Pupils without a school offer. There are currently 328. This may drop once SEN team firm up their place requirements.



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# Offers for Bristol Schools

- 2,994 (78%) of first preferences met for Bristol Schools.
- 359 (10%) of second preferences met for Bristol schools.
- 162 (4%) of third preferences met for Bristol schools
- The majority of young people not offered a preference school applied for schools which allocate places by random allocation, are outside Bristol, or are faith schools.

The number of young people not offered a place at their in-area school if expressed as a preference has reduced.

At Redland Green School 51 in-area young people were not offered a place in 2015, compared to 14 in 2016.

- At Bristol Free School 29 in-area young people were not offered a place, this is broadly similar to 2015. Numbers would have been greater if school had not increased its admission number. It is important to note that Bristol Free School's area overlays that of Henbury School, Orchard School, Oasis Academy Brightstowe and Redland Green School.

# Additional Places for September 2016

School Name	Number of increased places	Amended Admission Number
Bristol Free School	40	190
Oasis Academy Brightstowe	29	189
Oasis Academy John Williams	18	189
Redland Green School	27	216
Total	114	

# Places Available at Bristol Schools

School Name	Number of places available	Area
Bridge Learning Campus	60	South Bristol
Merchants' Academy	23	South Bristol
Oasis Academy Brislington	106	South Bristol
City Academy	2	East and Central
Henbury School	8	North Bristol
Total	199	

114 less places than this time in 2015

# Applying for a Secondary School

Children born between 1 September 2005 and  
31 August 2006

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Denisa Akunna – [denisa.akunna@bristol.gov.uk](mailto:denisa.akunna@bristol.gov.uk)  
0117 903 6191



# What we will cover today

- What to do before applying
- Useful Tools and Information
- How to Apply
- When to Apply
- Admissions Process
- Admissions Criteria and how the places are allocated
- Secondary Admissions Timetable
- Q & A

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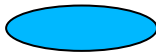
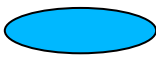
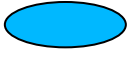


# What to do before applying

- Look at the Admissions Booklet online
- Find out your Area School and home to school distance
- Visit the Schools – Open sessions
- Read Schools Admissions Criteria – look at previous years
- Read Ofsted reports
- Apply on-time through your home Local Authority
- Put 3 preferences if you can – not Special Schools or Independent Schools
- Don't rely on hearsay – ask schools



# Useful Tools & Information

- Visit: [www.bristol.gov.uk/schooladmissions](http://www.bristol.gov.uk/schooladmissions)
- The 'My Neighbourhoods Tool' 
- What happened last year? 
- The 2017/18 Booklet (available online) 





# How to Apply

- Online between until midnight on 31<sup>st</sup> October 2016
  - Best as you get a receipt
  - Application not lost in the post
  - Can review and amend up until the deadline
  - Find out results first
  - Can accept online
- Paper form will be available from 12<sup>th</sup> Sept 2016 online or contact School Admissions
- Apply via your home Local Authority even if the school is in a different area.



# When to Apply

- Between 12<sup>th</sup> Sept 2016 and 31<sup>st</sup> Oct 2016
- Anything after 31<sup>st</sup> October 2016 is 'Late'
- Some schools have Supplementary Information Forms deadlines
  - CGS 25<sup>th</sup> Sept 2016 for SIF
  - SMRT 31<sup>st</sup> Oct 2016 for SIF
- Your child may need to attend a test e.g.
  - CGS 8<sup>th</sup> October 2016
- Read the Admissions Criteria

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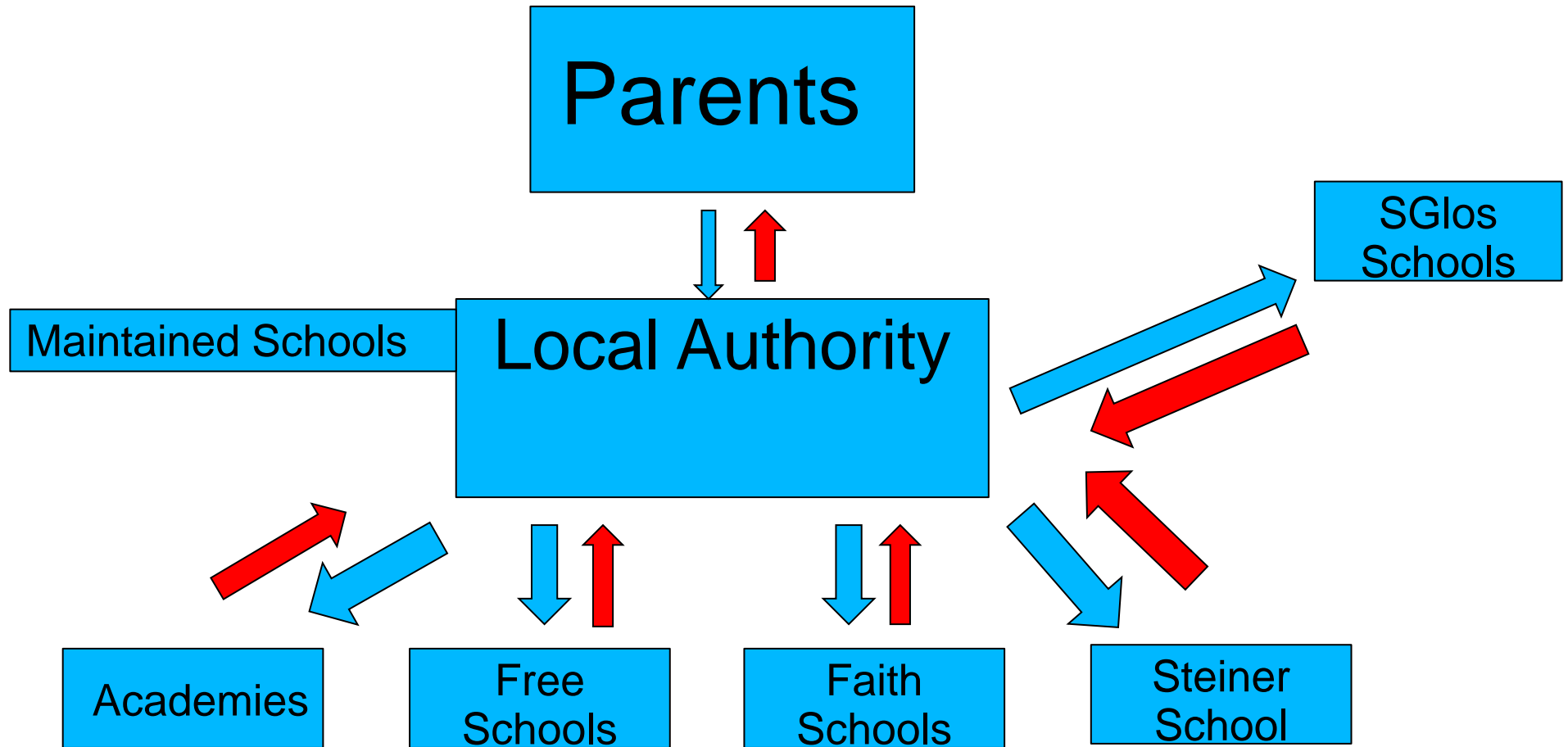
# Admission Process

- Equal Preference System
  - Put your favourite 1<sup>st</sup> and 2<sup>nd</sup> favourite 2<sup>nd</sup> etc.
- Each School must have a published admissions criteria which sets out how they decide who gets the spaces if oversubscribed (Supplementary Information Forms - Priority Areas, Faith criteria, Social/Medical criteria, Free School Meals recipients)
- Read the Booklet – different school, different criteria
- You must apply, even if you have an older sibling already at the school
- No feeder schools – everyone must apply
- Apply on time and be patient



# The Admissions Process

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# Timetable – Key Dates

- Early September 2016 – Admissions system open
- Midnight 31<sup>st</sup> October 2016 - Closing Date
- 1<sup>st</sup> March 2017 – Parents find out the result!
- 15<sup>th</sup> March 2017 – Parents must reply to offers
- 5<sup>th</sup> May 2017 – Top up offers made – 2<sup>nd</sup> Round
- June/July 2017 onwards – Appeals are heard
- September 2017 – School starts



# Myths

- “I am only putting down one preference and then they will have to give it to me.”
- “I am putting down John Cabot School down as my 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> preference.”
- “Places are allocated on a first come, first served basis.”
- “The council holds places back for people moving into the area.”
- “My position on a waiting list can’t go down.”
- “You have more chance if you ask to appeal rather than go on the waiting list.”
- “If I don’t get my local school the council pays for a taxi.”
- “I have to accept an offer even though I want to stay on the waiting list for my higher preference(s).”



# Golden Rules

- Visit the schools, don't rely on hearsay
- Apply online on-time
- Don't use a false address
- Use 3 preferences if you can
- Talk to the Admissions Team
- Remember that it can be a long process



# Any questions?

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## Contact

**Denisa**

Denisa.akunna@bristol.gov.uk 0117 903 6191

**Trading with Schools**

Bristol School Admissions Team

Slide 12



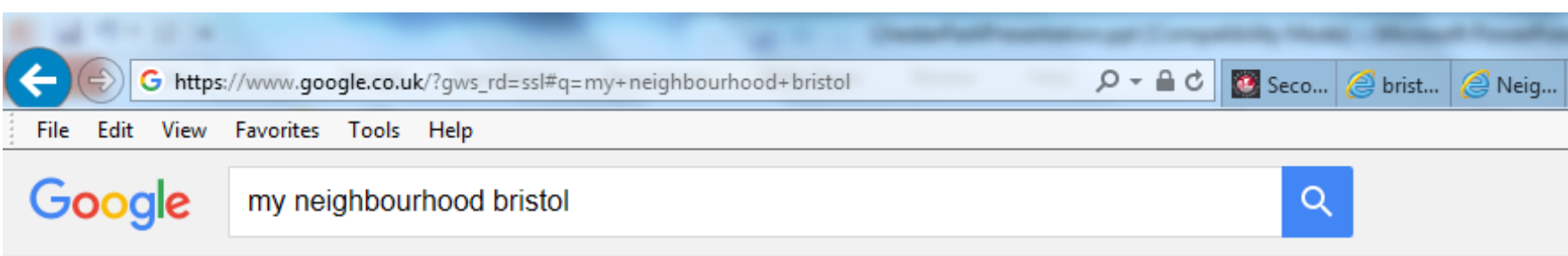


# Your Area School

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- Google 'My Neighbourhood Bristol'





About 273,000 results (0.73 seconds)

### [My neighbourhood search - bristol.gov.uk](https://www.bristol.gov.uk/my-neighbourhood-search)

<https://www.bristol.gov.uk/my-neighbourhood-search>

Address needed. An address is required for more detailed information. Please enter some address information (e.g. Postcode) in the box below and we will ...

### [Neighbourhood partnerships - bristol.gov.uk - Bristol City Council](https://www.bristol.gov.uk/people-communities/neighbourhood-partnerships)

<https://www.bristol.gov.uk/people-communities/neighbourhood-partnerships>

Neighbourhood partnerships are about decision-making and getting things done at a local level.

### [Scheme areas - bristol.gov.uk - Bristol City Council](https://www.bristol.gov.uk/parking/scheme-areas)

<https://www.bristol.gov.uk/parking/scheme-areas>

bristol.gov.uk. Search Your account ... If you don't know which area you're in, enter your postcode on our **My Neighbourhood** site. Detailed map of RPS areas ...

### [Bristol City Council home page - bristol.gov.uk](https://www.bristol.gov.uk/)

<https://www.bristol.gov.uk/>

Information for residents about Bristol City Council services including council tax, bins ... People and communities more pages - **Neighbourhood partnerships** ...

### [Bristol My Neighbourhood - Facebook](https://www.facebook.com/bristolmyneighbourhood)

[www.facebook.com](https://www.facebook.com/bristolmyneighbourhood) > Places > Bristol, United Kingdom > Government Organization

Bristol My Neighbourhood, Bristol, United Kingdom. 1 like. Government Organization.

### [My Wild Neighbourhood | Avon Wildlife Trust](#)





# My neighbourhood search

My Place

My Nearest

Explore Bristol

## Address needed.

An address is required for more detailed information.

Please enter some address information (e.g. Postcode) in the box below and we will search for matching addresses to choose from.

Thank you.

Address, street, or  
postcode:

22 RIDGEWAY ROAD

Search

# My neighbourhood search

My Place My Nearest Explore Bristol

Choose a different address Address Selected: 22 Ridgeway Road, ..... BS16 3DX

Map



## About your property

Unique Property Reference Number (UPRN): **000000057235**

Council Tax Band: **B**

### Secondary School Catchment Area

This property is in the catchment area for:

**Bristol Metropolitan College**

### Residents' parking scheme

Not in a resident's parking scheme area

### Solar Potential: Very good

Suitable roof area	44.8028m <sup>2</sup>
Level of sunshine (Insolation)	1,041.5000kWh/m <sup>2</sup> per year
Nominal power if potential is fully used	6.4004kW (peak)
Potential power generation	4,199.5928kWh per year
Potential CO <sub>2</sub> savings	2,280.3789kg CO <sub>2</sub> per year

[Interactive map](#)

### Pending Planning Apps near you

## About your area

### Bins and recycling

[Nearby recycling facilities](#)

[Household waste centres](#)

[Collection Day Finder](#)


Layer name


- Community and safety (18 items)**
- Education (8 items)**
  - Childrens centres
  - Free Early Education Entitlemen...
  - Nursery schools
  - Primary schools
  - Referral units
  - School library service
  - Secondary schools
  - Special schools
- Environment and planning (11 items)**
- Health and adult care (8 items)**
- Housing and property (5 items)**
- Leisure and culture (19 items)**
- Sport (10 items)**
- Transport and streets (30 items)**

## Welcome to Bristol City Council's My Nearest information service.

This section allows you to search for facilities and council services in your area and other areas of the city. Search for local schools, libraries, road works and much more by selecting one of the categories to the left of this screen.

Choosing the expand button will display the range of facilities and services available to view

 The house symbol displays the address you have selected

 Select the map button to see the location on a map  
map

Layer name

Community and safety (18 items)

Education (8 items)

Childrens centres

Free Early Education Entitlemen...

Nursery schools

Primary schools

Referral units

School library service

Secondary schools

Special schools

Environment and planning (11 items)

Health and adult care (8 items)

Housing and property (5 items)

Leisure and culture (19 items)

Sport (10 items)

Transport and streets (30 items)

[View all Secondary schools on a large map](#)



### Bristol Metropolitan Academy

map

Headteacher: Ms Sally Apps  
Snowdon Road  
Tel: 0117 377 2071  
E-Mail: [info@bristolmet.net](mailto:info@bristolmet.net) ✉  
Post 16: Has a sixth form  
Religious character: Does not apply

Admissions distance: 821.99m away



### Bristol Brunel Academy

map

Headteacher: Mr Jon Jones  
Speedwell Road  
Tel: 0117 377 2700  
E-Mail: [info@bba.bristol.sch.uk](mailto:info@bba.bristol.sch.uk) ✉  
Post 16: Has a sixth form  
Religious character: Does not apply

Admissions distance: 1,353.14m away



### Steiner Academy Bristol (Secondary)

map

Headteacher: Ms Angie Brown  
College Road  
Tel: 0117 965 9150  
E-Mail: [info@steineracademybristol.org.uk](mailto:info@steineracademybristol.org.uk) ✉  
Post 16: null  
Religious character: null

Admissions distance: 1,549.27m away



### Fairfield High School

map

Headteacher: Ms Cat Mangham  
Allfoxton Road  
Tel: 0117 952 7100  
E-Mail: [fairfield.s@bristol-schools.uk](mailto:fairfield.s@bristol-schools.uk) ✉  
Post 16: Does not have a sixth form  
Religious character: Does not apply

Admissions distance: 1,821.93m away

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## Karen Blong

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**From:** James Britton  
**Sent:** 03 November 2016 15:14  
**To:** Hayley Leman  
**Subject:** FW: Year 6 Secondary Deadline Today!

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**From:** James Britton  
**Sent:** 31 October 2016 11:52  
**To:** Bursar Our Lady of the Rosary Primary  
**Subject:** Year 6 Secondary Deadline Today!

Dear Sandy

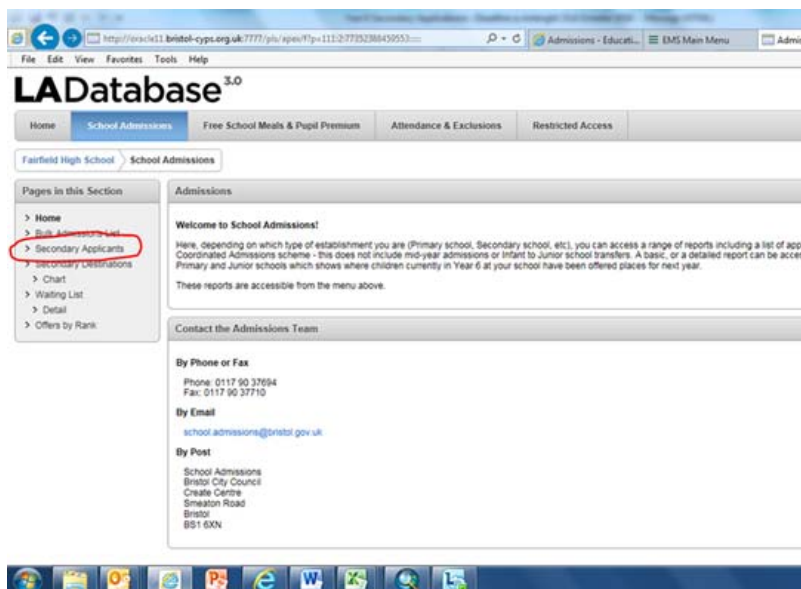
I hope you are well and had a good half-term.

The deadline for your Year 6 parents to apply for a Secondary School is midnight tonight 31<sup>st</sup> October 2016.

The majority of your parents will already have applied. By my reckoning you have **30** Year 6 pupils on roll and so far we have received **26** applications. However, this shortfall figure of **4** needs a big health warning as it will not include the following;

- Applications on behalf on pupils with an EHCP. The SEN team will sort out their applications through a separate process.
- Applications for pupils with home addresses outside Bristol. Their applications are made via other councils and I get to see them later in the process.
- Postal applications made in the last few days that are in transit.
- Applications made where parents select the wrong current school from the drop down list.

Those of you with access to the LA Database can check to see which pupils we have received applications for. Here is a screenshot;



Anything you can do to chase applications up would be really appreciated. I have attached a flyer giving information about how to apply.

Any queries, please feel free to contact me or give my details to parents.

Kind Regards

Jim



## Bristol City Council Overview and Scrutiny

# School place planning and admissions in Bristol

Democratic Services provide to Admission Authorities an Independent Appeals service to satisfy the legal obligation outlined in section 94 of the School Standards and Framework Act 1998. The Admission Authority and appeal panel must act in accordance with the School Admission Appeals Code 2012(SAAC) and the School Admissions Code and all relating law covering human rights and equalities legislation.

Appeals fall into two types, (1) Admission appeals for entry into Reception and Year 7 entry into secondary education. Reception class appeals are often known as Infant Class Size (ICS) appeals and Year 7 (and any other years above yr 3) are ordinary prejudice appeals. (2) We also manage in-year appeals, for those families moving addresses and wishing to move a child for a particular reason.

The SAAC section 2.5, gives all parents the right to appeal when their application for a place at a preferred school is refused.

Democratic Services act for all LA Admission Authority maintained schools and a number of Academies who are their own Admission Authority.

- The busy season known as Bulk period, runs from May to end of July with September and October months for the mop up appeals.
- There were 7 weeks of appeals running from the first week in June to the end of July.
- Over that period we arranged appeals for 11 secondary schools and 21 primary schools.
- A total of 307 appeals were heard although approx 450 cases were prepared
- Supported by 18 panels consisting of 3 panel members and a Clerk, a Democratic Services officer
- The following five secondary schools, Bristol Cathedral, St Mary Redcliffe, Redland Green, Bristol Free and Cotham accounted for a sum total of 142 individual appeals.
- The service does not formerly gather information on appellants ethnicity but over 50% are from BME backgrounds.

The School Appeals Co-ordinator receives all requests from the Admission Authority and is responsible for setting up the appeals and appeals panel as set out in the SAAC 2012.

### **Membership**

SAAC s.1.4 to 1.15 sets how the appeal panel must be constituted and trained. Appeal Panels are made up of 3 persons, a Chair, a Lay Person and an Education Representative as laid out in section SAAC s.1.5.

The three panel members make the decision and the Clerk's role is to direct and advise all parties on the SAAC albeit present throughout takes no part in the final decision.

Panel Members are currently not reflective of Bristol diversity.

In December 2014 the service undertook general recruitment with the intention of increasing BME panel members representation. The one active BME panel member could not continue due to work commitments.

Advertisements were placed with the team that manage School Governors and with a number of community organisations as well as the Bristol City Council on line job site.

All applicants were asked to complete an application form and provide two referees. They were then invited for an interview and training if they demonstrated understanding of the importance of the role; potential impact on individuals; together with the confidential nature of the work; ultimately were not put off by working in a quasi-judicial process.

Of the 18 applicants 6 were from the BME community and following interview and training.

Of the 31 active panel members there are now 3 from the BME community. We acknowledge this is not enough and that the appeal panel does not reflect the Bristol demographic. Work will continue in the new year to seek out interested parties to increase this number.

Panel members are not paid and receive nominal expenses which are not reflective of the preparation time and hours spent at hearings. During the Bulk period, a panel member is expected to commit to possible 3-8 consecutive days, starting at 9/9.30am to end of day be it 4pm or 6pm. Hearing up to 11 appeals per day could require at least a day of pre-reading.

### **Training**

Panel Members and Democratic Services officer acting as Clerks, are not able to sit until they receive training on the School Admission Code and School Admission Appeals Code (SAAC) and related legislation on Equalities and Disability Act. The cost of training as set out in the SAAC s.1.10 is to be borne by the Admission Authority.

The training is arrange with an independent agency and supported by Anne Nugent Bristol City Council's legal team.

Panel Members receive a copy of all relevant legislation and must observe appeal hearings before sitting in an official capacity.

Currently panel members receive full refresher training every two years and yearly briefings. The briefing is an opportunity for panel members to come together to share and receive updates on directions given by the Local Government Ombudsman and the Department for Education Funding Agency.

## School Admission Appeals Briefing Note for Interpreters

1. Attached is the **Guidance notes for Parents** which we send to all parents appealing.

### Background

2. A parent/carer is able to appeal for a school they have applied for their child after they have been refused a place.
3. The parent must provide written reasons why the school applied for is the only school suitable for their child.
4. They are invited to submit all written evidence to support their position that the school applied for is the only school suitable for their child.
5. The parent is invited to attend the appeal hearing and will receive a letter, minimum ten days before the hearing, inviting them to the appeal.
6. That letter will provide
  - a. Date of appeal
  - b. Time for Stage One hearing of the School's Case
    - i. All parents appealing for Year 7 and/or reception for entry Sept 2016 Entry into that school will be present at this stage
  - c. Time for Stage Two hearing parents case
    - i. Individual hearing with only the Parent, School Presenting Officer and Panel Members (attached booklet explains in more detail)
  - d. Appeal Case Papers
    - i. School Case – setting out reasons why school is full
    - ii. Parents Case – the information submitted by parent giving reasons for appeal
  - e. Guidance Booklet
  - f. Request that they contact us if they have any special requirements
  - g. Names of the panel members are also provided to identify any conflict before the hearing

### The setting:

7. Appeals will take place in City Hall, College Green, Committee Rooms.
8. Schools that have many parents appealing will receive the Stage One presentation in the Council Hall or Chamber Hall. Details on the screen as you enter City Hall.
9. Small appeals and the individual stage two hearing will be heard in committee rooms.
10. Waiting Room - There will be a room set aside as the overall waiting room for all parent/carers & supporters.
11. Hearing Room - In the room – Stage One
  - a. 3 Panel Members - made up of Chair, Education Specialist & Lay person.
  - b. Managed by Clerk who will meet the parent and interpreter before and give direction.
  - c. Presenting Officer for the school.
  - d. All parents invited to listen to stage one school's case.
12. Hearing Room - In the room – Stage Two

- a. The Panel Members
- b. The Presenting Officer
- c. The parent/carer & support
- d. The Clerk

### *The order of the hearing:*

1. Chair welcomes and leads introduction. Will also explain how the hearing will run.
2. Stage One – School Case
  - a. School Presenting Officer will read through their statement and provide evidence on why to admit any further children would **prejudice the provision of efficient education or the efficient use of resources.**
3. Questioning of the Presenting Officer by
  - a. Parent (if they wish)
  - b. Panel Members will question the presenting officer
4. Summing up by Presenting Officer
5. Chair explains what will happen next
 

Bulk season – the Panel Members will leave the room and retire to another room to make the decision on the schools case

  - Panel makes a decision on whether school has proved Prejudice as above
6. The Clerk will return to the room and share with the parent(s) the panel decision on the Schools Case.
7. The parent’s case may happen on the same day but for most during the bulk season where there could be 30-60 appeals for one school the individual case details will take place on another day.
8. Stage Two - Individual Case
  - a. Parent invited to present case – reasons why they are appealing for the school and the school in question is the only school that will meet their child’s need
9. Questioning of the parent by
  - a. Presenting Officer
  - b. Panel Members
10. Summing up by Parent
11. Chairs give final direction on when decision will be available – usually within five days of the end of all appeals. (Appeals can run for 6/7 days for one school.)

**Secondary Transfer 2016 - Appeals Data August  
2016**

Estab Name	Appeals Lodged	Appeals Heard	Appeals Uphled
ASHTON PARK SCHOOL	15	9	9
BRISTOL BRUNEL ACADEMY	12	10	1
BRISTOL CATHEDRAL CHOIR SCHOOL	63	45	5
BRISTOL FREE SCHOOL	46	23	6
BRISTOL METROPOLITAN ACADEMY	13	8	3
COLSTON'S GIRLS' SCHOOL	56	53	1
COTHAM SCHOOL	30	13	2
FAIRFIELD HIGH SCHOOL	6	3	2
OASIS ACADEMY JOHN WILLIAMS	14	12	6
REDLAND GREEN SCHOOL	44	17	3
ST BEDE'S CATHOLIC COLLEGE	30	30	13
ST BERNADETTE CATHOLIC SECONDARY SCHOOL - BRISTOL	4	4	2
ST MARY REDCLIFFE & TEMPLE CE SECONDARY SCHOOL	55	38	2
STEINER ACADEMY BRISTOL (SECONDARY)	6	4	2
<b>TOTAL</b>	<b>394</b>	<b>269</b>	<b>57</b>

21% appeals upheld broadly in line with national  
average of 25% - 33%

## Councillor Survey – School Admissions in Bristol

Q4. What % (estimate) of your case work is related to the school admission process?	Q5. Do you feel you have a good understanding of the school admissions process in Bristol?	Q6. Do you have any positive or negative comments or anecdotal information about the school admission process in Bristol that you would like to be addressed as part of the workshop?	Q7. Are there any specific questions you would want addressed through the workshop or other comments?
Very low, possibly 1-2%	Reasonable	Admissions to the Bristol Free School located in Southmead - local people don't think they stand a good chance of getting their children accepted into the school.	No
0 - so far, we'll see when this year's places get allocated!	Yes - certainly as a parent	A friend had one child at the free school, her next child was not able to get a place there, because of the way their area of primary responsibility was drawn - I would be interested in understanding how that works	-
0% never been asked	poor/little knowledge	mostly positive about local places	to be more informed
5	No	Selection is unfair at times with students from outside of Bristol gaining places ahead of local students	How academies and bcc work together
2	no	no - just want to understand it better	no
0% as yet!	No	People have to send their children to schools across the city outside the ward which is very difficult in terms of transport for mums and kids	Catering for increased demand for school places with new housing developments in the area

Q4. What % (estimate) of your case work is related to the school admission process?	Q5. Do you feel you have a good understanding of the school admissions process in Bristol?	Q6. Do you have any positive or negative comments or anecdotal information about the school admission process in Bristol that you would like to be addressed as part of the workshop?	Q7. Are there any specific questions you would want addressed through the workshop or other comments?
None yet but probably it's seasonal.	No.	We have primary students in Sea Mills being sent to Southmead. I'm surprise people don't contact me more.	As above - why?
5%	Yes	It would be helpful to parents, especially those not educated in the UK to have clear (possibly translated) information.	-
0%	Not much as its changed from when my children were admitted	Selection by postcode BUT if you do then you add travel miles	Selection by postcode BUT if you do then you add travel miles
less than 5%	No	Impact of sibling rule	No
-	-	-	-
1%	no	no	-
5%	Yes	None	This year saw the first year where all young people living in the area of first priority for Bristol Free School and Redland Green School were offered a place if expressed as a preference. 'This is unique and something never achieved before in my 17 years in School Admissions' said one admissions officer. This is a real achievement for Bristol, parents and youth, when demand is increasing for school places. How can we continue this for the next academic year?

## School Place Planning and Admissions workshop – Notes

19<sup>th</sup> December 2016

### Introduction

- The workshop aimed to provide information and challenge some pre-conceptions about the school admission arrangements in Bristol (myth-busting).
- The work shop was designed by Bristol City Council (BCC) Officers and all Councillors were invited to attend as the issue covered the whole City.
- Councillors were encouraged to ask questions through the workshop. Officers recognised the different levels of knowledge in the room – all questions were welcomed.

### Presentations and Key Points

#### Quiz and School Place Planning

- Paul Jacobs (PJ), Service Director for Education and Skills led a quiz to provide facts, figures and context:

#### Questions for 19<sup>th</sup> December

1. How many on-time applications did BCC process for the 2016 year 7 admission round?

**4,439 - 1<sup>st</sup> preferences on-time (inc Bristol children for Bristol and other LA schools and other LA for Bristol schools)**

2. How many late applications were received for year 7 in September 2016?

**938**

3. Which school was the most oversubscribed for September 2016?

**Bristol Cathedral Choir School**

4. How many children were in Y6 in Jan 2016 and how many started in Year 7 in Bristol schools?

**4,316 - January 2016 Year 6**

**3,812 - October 2016 Year 7**

5. How many places were unfilled on the October census day in Year 7?

**350**

6. Is there a legal limit to the number of children in a year group?

**No. The Published Admission Number (PAN) is the minimum that can be admitted (if there are sufficient applications). Schools then can breach the PAN to take more children or appeals can put children in over PAN.**

7. Is there a legal limit to the number of children in a class?

**Yes, but only for Infant classes (Reception, Years 1 & 2). Not for junior classes or secondary.**

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8. Which school has the highest number of Children in Care?



## **Bristol Metropolitan Academy**

9. Which school has the highest percentage of children entitled to Free School Meals

## **Bridge Learning Campus**

10. How many phone calls were answered by the admissions team between 1 March and 1st September 2016 **(9,000)** and how many phone calls are received by SAT each the days following national offer day? **(more than 600 and also hundreds of emails each day)**
11. How much does Bristol spend on home to school travel?

**In 2015/2016 we spent £4,948,957 on Home To School Travel.**

- PJ provided an overview of the approach to school place planning. An update report would be presented to the People Scrutiny Commission in Spring 2017 about the overall capital programme and place planning. The main focus of the workshop was school admission but information on pace planning was also required to provide context on the funding and challenges.
- All planning was based on projections and Bristol City Council (BCC) worked with the government using the available funding. Good work had taken place with primary level funding but work was more challenging with secondary as much less money was available from central government.
- Projections were based on schemes that had planning permission approved as these are much more likely to deliver – this was a nationally accepted practice.
- Following a Member query about new homes, PJ confirmed that collaboration with the Development Control team took place to anticipate big developments.

## **Overview of the Legal Framework – including how schools set their admission criteria**

Ian Bell, Place planning manager presented an overview of the Legal Framework.

- Education Act 1996 – The core act outlines the legal requirement for Local Authority to provide sufficient school places. Recent changes have seen a shift towards school powers but retention of that power is key for central coordination.
- Free school presumption means power to decide new school places in a different place – odd situation. There is an increased complexity with individual schools setting their own methods for admissions.
- One offer per child system- coordination role for the LA as well as policing role for admissions authority complying with the School Admissions Code.
- When lots of parents want to appeal for a certain school the school would need to demonstrate that the prejudice the educational provision by going over the admission number and the outcome depends on the strength of individual cases made.
- Cllr Asher Craig (Cabinet member for Neighbourhoods) felt some people were excluded by the process. Concerns raised on negative impact of the appeals process on certain communities with less social capacity or the ability to navigate the process. Further information was requested on the representation on the panels.
- Officers confirmed

- The appeal panel can consider all reasons for preference and are not restricted by the admission criteria.
  - the panel were provided with extensive training, included receiving information even if parents/carers were emotional or had reduced linguistic skills etc. Interpreters were booked for people when English was a second language.
  - the panel were not necessarily representative and Democratic Services, the team who administered the appeals, were pro-actively working to address this during the recruitment process.
- Officers agreed that work was needed to level the field and to encourage people to come forward to sit on the Appeal Panels. Cllrs can be proactive and supportive with this.
  - When schools use Democratic Services to support their appeals / clerking the DS team were responsible for the constitution of the panels. Officers would like current panel members to mentor new candidates. It was acknowledged that currently panel members were heavily represented by a certain ethnicity and socio-economic background.
  - To become a panel member was a lengthy process that was a barrier to participation. Panel members received out of pocket expenses and lunch to balance out these concerns over commitment.

**Action: Cllrs requested information to be circulated information to advertise and to encourage new members.**

- Members suggested BCC could be more proactive in challenging schools where odd/wrong decisions are made by the more controversial policies, despite the fragmented and challenging system.
- Officers highlighted that BCC would prefer to negotiate with schools rather than referring to the adjudicator. BCC would not have the resources to analyse each admission policy in detail but use the admissions system to ensure high standards. No big concerns the majority of the time.
- BCC issues guidance to schools to ensure they stay up to date with the code- over subscription and challenges to practice have only recently become an issue. BCC generally had a strong relations with most of the schools in the city – sometimes could challenge more but found negotiation better given lack of resource.
- Members discussed anecdotal evidence that academy providers are more reluctant to give provision to SEN pupils and queried if there is enough city wide. Ian Bell highlighted the complexity of the issues – it is very challenging to project SEN places.
- Officers agreed there is an imbalance that contributes to spend on supported transport– with lots in the north, none in the East, some in the south. Lots of children bussed around (e.g. east and south to the north which means north children bussed south) – lots of work to be done on looking at this strategy to address special school places. Officers stressed the difference between main stream school places for SEN. The real challenge is around students whom have additional needs but no formal support.

- The role of the Schools adjudicator clarified. There were grey areas in the legislation and a view only taken when challenged. Chair asked for other Qs to be put on flip chart.

### The process in Bristol

- The Application process was outlined in a presentation. Councillors were provided with a demonstration of the online application process. 98% + of applicants used the web page.
- The data base has been provided by an external provider and there is limited influence on the wording used on the web page.
- Cllrs received information on the outreach work undertaken by the admission team from Hayley Leman including the programme of visits and activity done to reach parents via a variety of mediums.
- The admissions team deal with 6000 primary age and 4000 secondary age children plus in year admission and free meals – the service is very busy and only a small team of Officers. The team are very happy to do more where possible and welcome suggestions for outreach work.
- The presentation included information on common mistakes. The benefits of a local fall back school and making use of all three preference choices was highlighted. Councillors were encouraged to highlight this to parents / carers through ward contact.
- It was noted that all applications were processed after deadline and it was not first come first serve. All places allocated up to admissions number none held back for late deadlines.
- PJ asked Cllrs to consider the advantages and disadvantages of community schools versus schools with a wider catchment area – summarised below:

#### Positive and negative issues - Community schools and schools with a wider catchment area

Issues	Wider catchment area	Smaller catchment area, i.e. community school
<b>Social capital</b>	<ul style="list-style-type: none"> <li>• Could be spread evenly across the City</li> <li>• A more even spread of Free School Meal entitlement across the City</li> </ul>	<ul style="list-style-type: none"> <li>• Social capital would be concentrated in one area</li> <li>• Attendance at schools would be influenced by the house prices in the area</li> </ul>
<b>Travel to school</b>	<ul style="list-style-type: none"> <li>• Increased travel time</li> <li>• Reduced independence – parents / carers would have to take children to school</li> <li>• Increased travel costs</li> <li>• Increased travel congestion</li> <li>• Possible reduced attendance due to distance</li> <li>• Children could be lost in the transition from primary to secondary</li> </ul>	<ul style="list-style-type: none"> <li>• Reduced travel time</li> <li>• Children can travel to school independently or with neighbours as they get older</li> <li>• Less travel cost</li> <li>• Positive affect on health if children can walk to school</li> </ul>

<b>School boundaries / catchment areas</b>	<ul style="list-style-type: none"> <li>• Less important</li> </ul>	<ul style="list-style-type: none"> <li>• Could be challenging when schools have unusual catchment areas – i.e. some families are eligible and some families living close by would not</li> </ul>
<b>Social support</b>	<ul style="list-style-type: none"> <li>• Reduced support as families could be spread across the City</li> <li>• The transition from primary to secondary could be more challenging</li> </ul>	<ul style="list-style-type: none"> <li>• Support from neighbours / community</li> <li>• Children would grow up with other children in their community</li> <li>• Negative issues, such as bullying, could follow children from primary to secondary school</li> </ul>

- Issues around the allocations of places and the advantages of the different models were discussed, including how BCC encourages people to make good choices.
- Councillors could assist by challenging lingering reputational misconceptions which affect the three preferences parents /carers choose. Residents should be encouraged to be more open minded and to choose the local school to maintain community links.
- Councillor suggested data was required to demonstrate the fairness of the system. Is there a problem with consistency or a lack thereof?
- Every area has a school that has transitioned from community school to academy which has created multi layered complexity. There are very few children who are not allocated a local school place when one is identified as a preference. Residents should be encouraged to use their preferences wisely in order to ensure allocation of a local school.
- Cllrs can take a role to promote community schools, surgeries for applications etc. Challenge perceptions around certain schools. The schools in Bristol have improved – Councillors need to champion the schools to residents.
- Councillors are permitted to assist with online forms if the person is present. An email address is needed so a Councillor would only be able to help one family if using their email address.
- Councillor surgeries could provide information and advice rather than complete applications.
- Officers confirmed that discussions with Colston Girls School and Cathedral Choir school were ongoing. Both schools were keen to accept children from further afield and increase the proportion of Bristol children being offered places. The schools want to be seen as part of the Bristol family of school but have their individual reasons for not having Bristol as their boundaries; traditionally set up for some other areas outside as natural catchments. Greenwich judgement also means legally can't use LA boundary as your catchment area.
- The catchment area for Redland Green could be altered but could not be increased.
- Some schools require supplementary information and testing is required.

- Waiting lists run until 31<sup>st</sup> December to September. Advice to parents is to stay on waiting list until then
- Cllrs commented that some schools were not perceived as community schools due to the catchment area. For example - areas like BS9. BCC cannot make people go somewhere that a map has decided is a community school.
- Reference was made to the challenge of the sibling rule – some families live close to the school but no places available due to the sibling rule.
- Question - Two schools with overlapping areas - due to high number of reception admissions you see a gap between the two – a slight redefinition of catchment areas may have solved this – can we make these adjustments to maximise community attendance? Ian Bell referred to the strategy to increase primary school places - arrangements set two years in advance so cannot always predict the numbers in the future. BCC can necessitate temporary arrangements and short term decisions to accommodate bulges etc as per our legal duties.

### **Planning for the Inquiry Day**

Councillors were asked for suggestions:

- Data on ethnicity. i.e Who gets their first preference choice / equality impact assessment. ***Provided in the inquiry day information pack.***
- Parents who find the application process challenging – what support is given to them.
- Is BCC / South Glouc info good enough? Is it accessible? Are boundaries clear?
- Info from other LA's? Alternative approaches?
- What are the perceived issues? Live examples
- Further information about travel
- Invite heads from community schools and ask them for info on the impact of the school on the community
- Live case studies

### ***Consensus was for an Inquiry Day in February (1/2 day, 09:30 -13:00).***

- Cllrs were asked to highlight specific issues ahead of the Inquiry Day: to pinpoint any areas of unfairness so they can be addressed.
- Councillor Hiscott highlighted the Mayors request - What are the issues? what are the challenges in the system, i.e. is it difficulties filling forms, unfair criteria etc want to know what the perceived problems are so we can start solving them.
- Head teachers from a variety of school should be invited to attend.
- The background information provided was very useful for the scene setting – next stage is to ensure BCC is not disadvantaging residents from certain backgrounds. Information from other LAs would be required.
- Councillors discussed the complexities of using fairness as a metric.
- The Inquiry Day would be open to all Councillors.

### **Additional information received from Councillor Gollop:**

The Inquiry day into school admissions was helpful in opening up discussion about the pressures and the challenges. I was concerned however that it gave much more emphasis to challenging the status quo, rather than considering supporting it with minor modifications.

Christine Townsend gave a powerful presentation which ignored the reality of the situation and was effectively proposing bussing pupils from more deprived areas to the schools with lowest numbers of free school meals and pupil premium, and then sending pupils from those areas to the most deprived.

This extraordinary proposal is flawed in so many respects that it needs to be ruled out before it is considered further. First and foremost, this sort of social engineering does not work in either direction.

I cannot help but look at the area I represent which is predominantly BS9. There has never been a state secondary school within this area and 15 years ago, the only schools on offer in Bristol were Portway, Henbury or Monks Park. However, virtually no BS9 parents used those schools. They either use North Somerset and South Glos schools, Bristol Church schools, private schools, or moved out of Bristol to secure secondary education

As Redland Green and the Free school have come available, parents now tend to remain in the area rather than move, and there are now far more children living in the area, The surrounding schools have improved their standards significantly, but the numbers attending from BS9 have not increased.

The inevitable conclusion is that whatever form of reallocation takes place, parents can choose not to be part of it.

Redland Green and Bristol Fee school provide 400 places each year that did not exist 12 years ago, and are very oversubscribed. If they had to offer the average number of places to pupils on free school meals, this would mean 49 places a year not available to local children, plus the knock on impact of reduced places being offered to BCCS and St Mary Redcliffe. These children would then be adding to the pressure on the already oversubscribed North Bristol schools and all the evidence suggests that these children would not go to another Bristol state school but would exit the Bristol state system.

There was also demand for schools to stop taking pupils from outside Bristol. We were however only presented with one side of the story in terms of the number of out of City pupils that come in to each school, but I do not recall seeing the information of how many Bristol Children and educated out of the City. It is important we understand that information before making unilateral decisions that could result in similar actions from our neighbours potentially increasing pressure on schools in Bristol.

I have specific area which I did not get chance to mention. Neither is straight forward to solve.

1. I understand the need for the sibling rule, but question whether there could be some distance element to this. It seems very unfortunate when a high number of sibling places at distance from the school actually prevents children living close to the school from attending. I understand some schools now only apply the sibling rule in their primary area which is a much fairer approach.
2. When neighbouring schools allocate on a distance from the school basis, some who live equidistant from both schools find they are too far away to be allocated a place, and then have to travel beyond their first and second choice to a school much further away. In these circumstances the designated area needs weighting.

I believe Bristol's schools have performed much better in recent years and our aim should be to keep the highest possible number of any year group in the state system, with the continued target of improving standards each year. The allocation system we have has helped achieve that outcome and therefore any changes to it should be in the form of minor adjustments not major changes.

# **School Place Planning and School Admissions in Bristol**

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## **Scrutiny Workshop 19<sup>th</sup> Dec 2016**



# Quiz

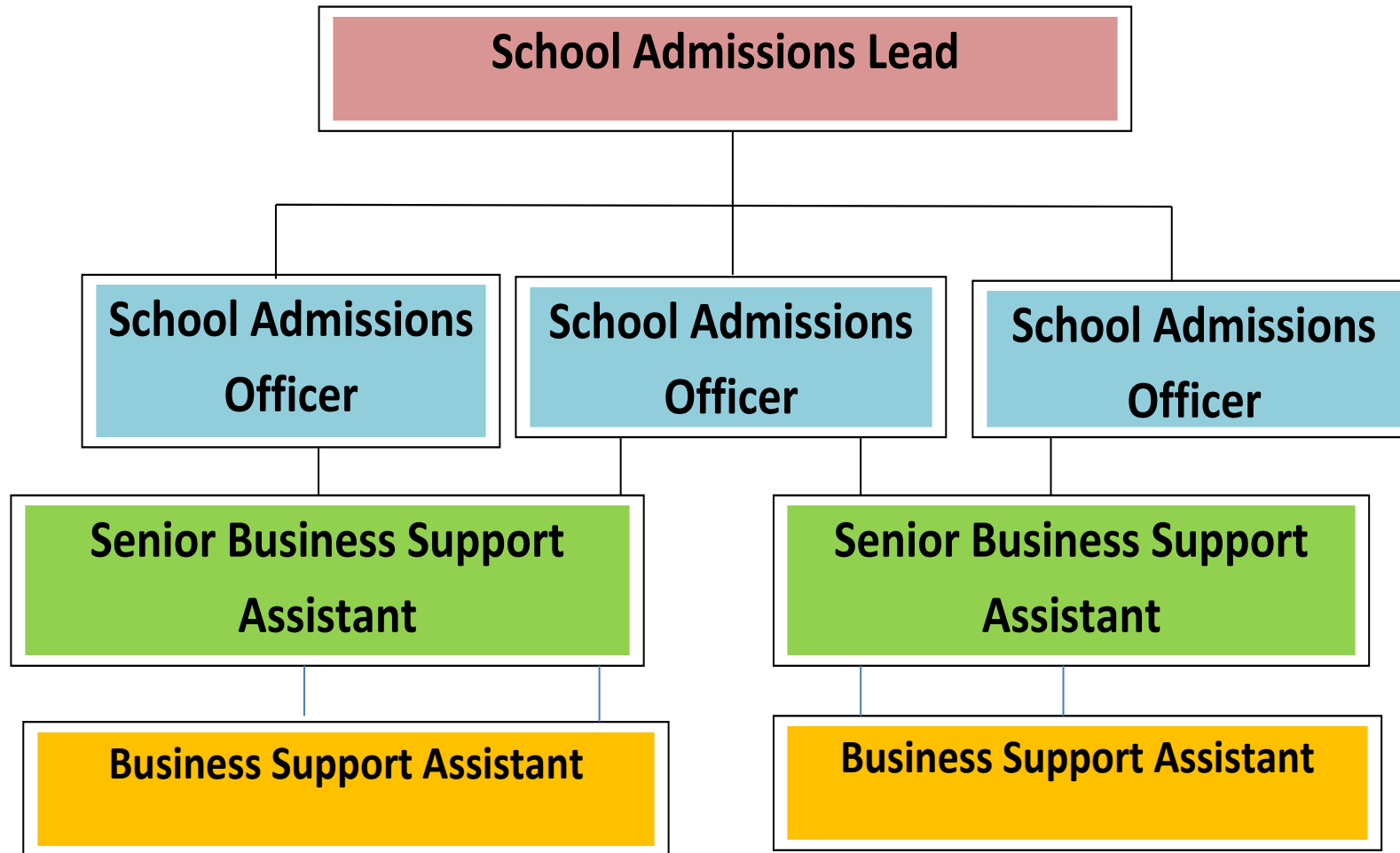
1. How many on-time applications did BCC process for the 2016 year 7 admission round?
2. How many late applications were received for year 7 in September 2016?
3. Which school was the most oversubscribed for September 2016?
4. How many children were in Y6 in Jan 2016 and how many started in Year 7 in Bristol schools?
5. How many places were unfilled on the October census day in Year 7?
6. Is there a legal limit to the number of children in a year group?

# Quiz (2)

7. Is there a legal limit to the number of children in a class?
8. Which school has the highest number of Children in Care?
9. Which school has the highest percentage of children entitled to Free School Meals?
10. How many phone calls were answered by the School Admissions team between 1st March and 1st September 2016 and how many phone calls are received by Admissions each day following National Offer Day?
11. How much does Bristol City Council spend each year on Home to School Travel ?

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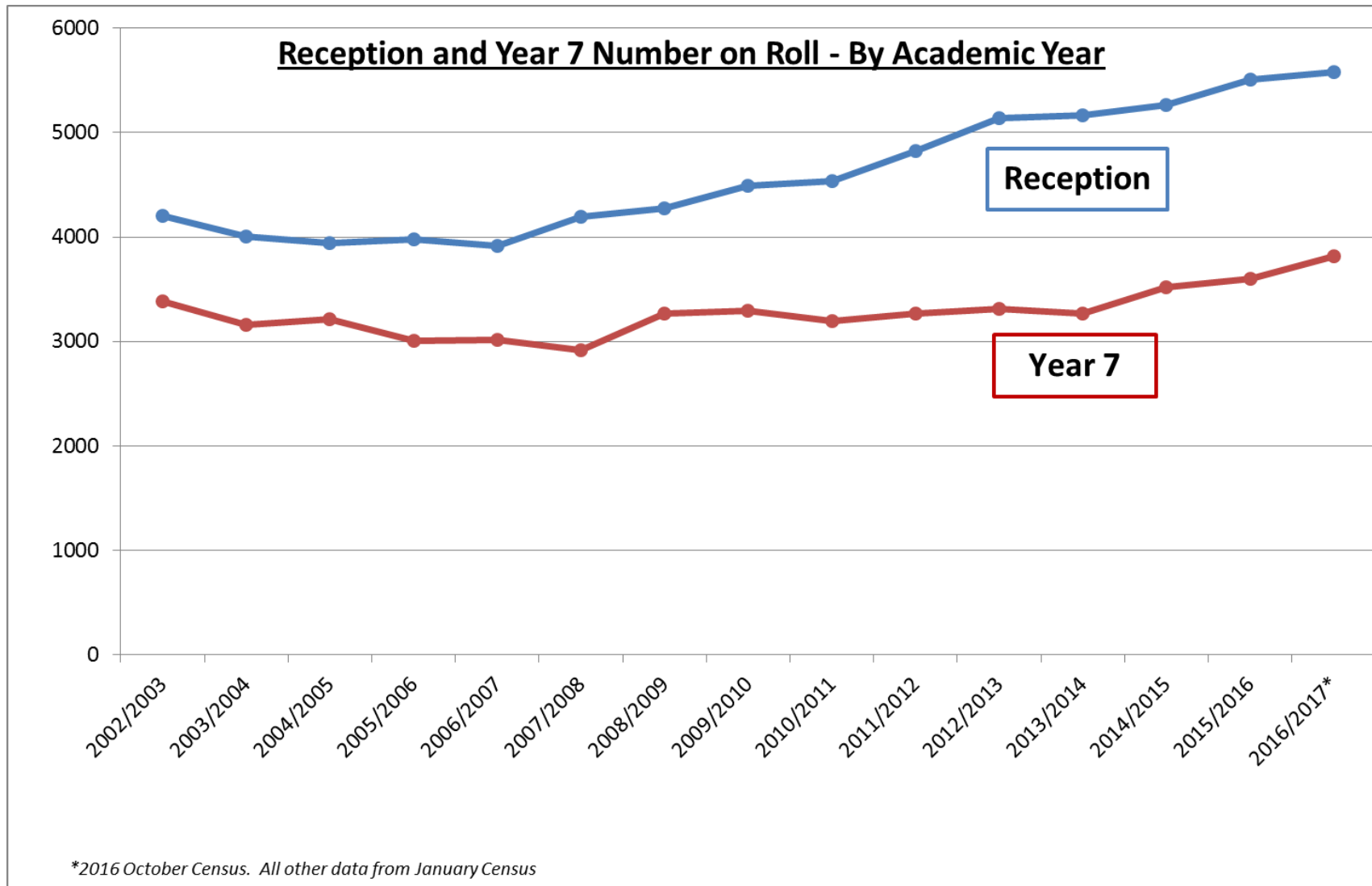
# School Admissions Structure Chart



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# School Place Planning

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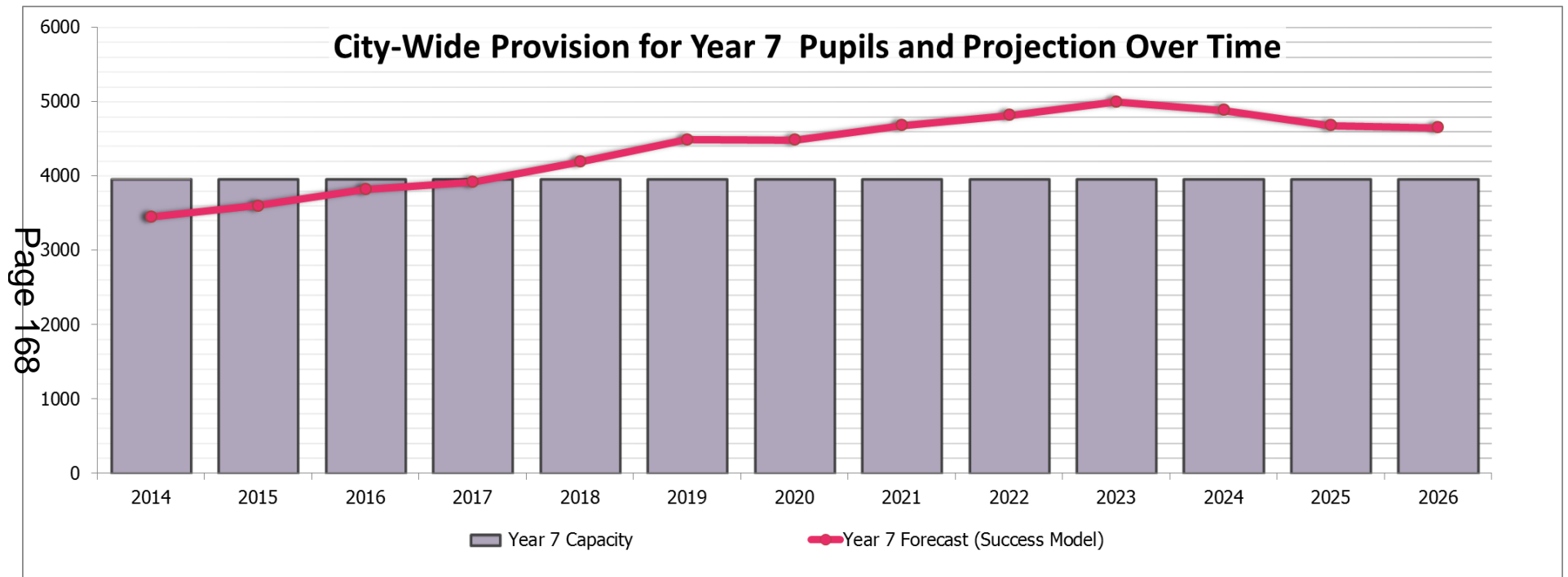


# School Place Planning

- Pupil Projections
- Planning Areas
- Availability of Funding
- Basic Need
- Managing Supply
- Free Schools
- Parental Preference!

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# School Place Planning



# Questions?



# Overview of the Legal Framework

- **Education Act 1996** - LA must ensure sufficient provision
- **Education Act 2011** – Free School Presumption
- **Regional Schools Commissioner** – Decision maker
- **School Admissions Code** – ALL state funded schools **MUST** comply.
- **Dual Role of the LA** – admission authority for Community and Controlled schools **AND** the coordinating authority for all schools
- **Office of the Schools Adjudicator** - objections
- **School Admissions Appeals Code** – to ensure fairness

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# Outreach event September 2016

- Information sent to all schools including pre-schools and childminders. Ask Schools to place flyers on their website.
- Information posted on website, sent to Libraries, Faith Groups, Sports Centres, Dentist and Doctor Surgeries. Advertise in The Bristol Post and Metro Newspapers as well Facebook and Twitter.

# Outreach events – September 2016 page 1

Name of School/Nursery	Date Visited	Brief Notes of Visit	Action Notes
St George Pre School	15-Sep	Reception presentation	x1 nursery staff + approx. x10 parents
Air Balloon	19-Sep	Year 6 presentation	x3 school staff + approx. x20+ parents
Bannerman Rd	20-Sep	Year 6 presentation	x1 school staff + x3 parents
St George Pre School	21-Sep	Reception presentation	x1 nursery staff + approx. x4 parents
Easton CC	26-Sep	x2 Reception presentations	x2 nursery staff + approx 15 parents between the 2 sessions
Way Park	12-Oct	Year 6 presentation	x2 school staff + approx. x20 parents + helped x2 parents to apply online
Rosemary Nursery	18-Oct	Reception presentation	x1 nursery staff + approx. x10 parents
Broomhill Infants	19-Oct	x2 Reception presentations	no nursery staff, AM session attended by x2 parents, PM session attended by x1 parent - helped all these parents to apply online
Rosemary Nursery	20-Oct	Reception presentation	x1 nursery staff + approx. x10 parents
Two Mile Hill	04-Oct	Year 6 presentation	no school staff + x4 parents
EAL Session Easton CC	11-Oct	Year 6 presentation - No show	Waited for 30mins but no parents turned up.
Stonozka (Czech & Slovak School)	26-Oct	Reception, Year 6 and In-Year presentations	x5 staff members (approx. 120 families within the community)

# Outreach events – September 2016 page 2

Name of School/Nursery	Date Visited	Brief Notes of Visit	Action Notes
Various	21-Oct	Unsubmitted application email sent earlier and repeated where necessary to ensure that parents receive and act on reminder. All primary schools contacted numerous time to chase up parents of children where an application has not been made prior to the secondary closing date.	reminders sent by IT 24th and 28th October 2016. Reminders also posted on BCC Facebook and Twitter. Schools asked via TwS to remind parents of closing date before half term break. Schools contacted to maximise number of on-time applications.
Havocclive Adademy	19-Oct	Year 6 presentation	x6 parents.
Henbury Court	04-Oct	Year 6 presentation	x5 parents
Holymead	06-Oct	Year 6 presentation	x 20 parents. Well worth doing. Lots of follow up emails from parents wanting individual advice
St Pauls Childrens Centre	21-Oct	Reception presentation	Did not take place due to likely lack of attendees
Oasis Bankleaze	03-Oct	Year 6 presentation	x 4 parents
Perry Court	27-Sep	Year 6 presentation	x8 parents

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# Outreach events – September 2016 page 3

Name of School/Nursery	Date Visited	Brief Notes of Visit	Action Notes
Various	21-Oct	Unsubmitted application email sent earlier and repeated where necessary to ensure that parents receive and act on reminder. All primary schools contacted numerous time to chase up parents of children where an application has not been made prior to the secondary closing date.	Reminders sent by IT 24th and 28th October 2016. Reminders also posted on BCC Facebook and Twitter. Schools asked via TwS to remind parents of closing date before half term break. Schools contacted to maximise number of on-time applications.
Chester Park Junior	17-May	Year 6 presentation	x 30 parents. Probably held too early, but Head anxious that done b4 summer holidays to Yr 5 parents
Kudacan (Bishopston)	10-Jul	Reception presentation	x 25 parents. Always well marketed and attended by Kudacan. Popular as held at weekend
Kudacan (Bishopston)	13-Aug	Reception presentation	x 25 parents. Always well marketed and attended by Kudacan. Popular as held at weekend
Kudacan (Bishopston)	19-Sep	Reception presentation	x 25 parents. Always well marketed and attended by Kudacan. Popular as held at weekend

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# Outreach events – September 2016 page 4

Name of School/Nursery	Date Visited	Brief Notes of Visit	Action Notes
FIT	22-Sep	email to Family Intervention Team Managers	Offer of support to families they are working with. Attend Team Meeting to explain process etc. Absolutely no recognition or response from the 4 email recipients
The Hope	regular e mails/phone calls		regular contact to ensure that an application is received for all children in care
Hartcliffe Children's Centre	List of children		list of children which is checked to see who has applied, then nursery advised who has not and they chase
Knowle West Early years	List of children		as above
Redcliffe Children's Centre	List of children		as above
Four Acres Children's Centre	List of children		as above
Compass Point Children's Centre	List of children		as above

# Outreach events – September 2016 page 5

Name of School/Nursery	Date Visited	Brief Notes of Visit	Action Notes
Bridge Learning Campus, Nursery	List of children		list of children which is checked to see who has applied, then nursery advised who has not and they chase
Woodlands Nursery class	List of children		as above
Cheddar Grove, Nursery class	List of children		as above
Fair Furlong, Nursery class	List of children		as above
Greenfield, Nursery class	List of children		as above
Headley Park, Nursery class	List of children		as above
Ilminster Avenue, Nursey class ?	List of children		as above
Merchants' Nursery class	List of children		as above
Oasis Academy, Connaught, Nursery class	List of children		as above
Parson Street, Nursery class	List of children		as above
Perry Court, Nursery class	List of children		as above

# Common mistakes page 1

- Not applying by the closing date.
- No need to apply by the closing date as school always has places. This is not the case with many of Bristol Schools.
- Belief that places are offered on a first come basis.
- Priority is given to first preference applications.
- Belief that places are held back for late applications, appeals and people who move into the area.
- Child attends a local primary school and therefore will automatically be offered a place at the secondary school in close proximity.
- Applying only for very heavily over-subscribed schools, where gaining a place is unlikely.
- A belief that if you are not offered a place at your preferred school, you will be offered a place at your local school. This is not possible if school is over-subscribed.
- Not researching sufficiently what school can offer your child, only looking at league tables.

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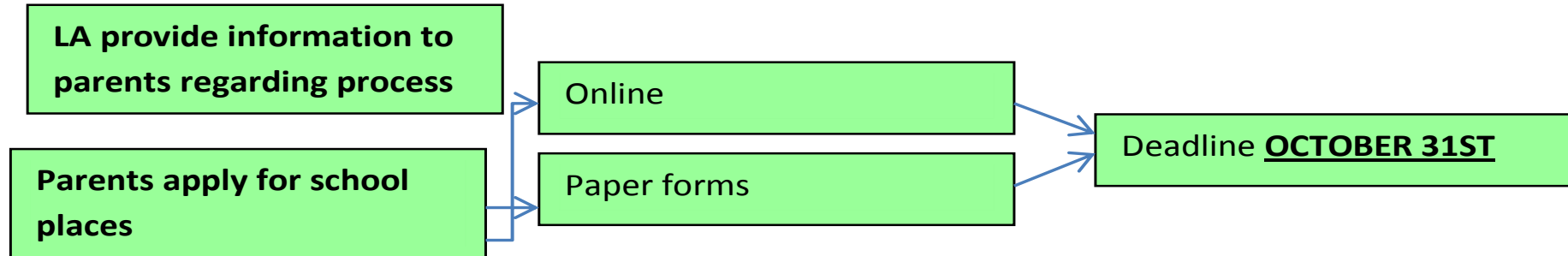
# Common mistakes page 2

- Not visiting school / Not aware of where school is located.
- Not considered cost of school travel, travelling time, or method of travel.
- Expressing a preference for only one school.
- Make unrealistic applications as feel have a good chance at appeal.
- Perception of a 'good' and 'poor' school. Not willing to consider other schools.
- A belief that your child has a legal right to be offered a place at the school of your choice.
- If I lobby the School, Mayor, MP, Councillor, Local Press, or make a formal complaint I will be offered a place.



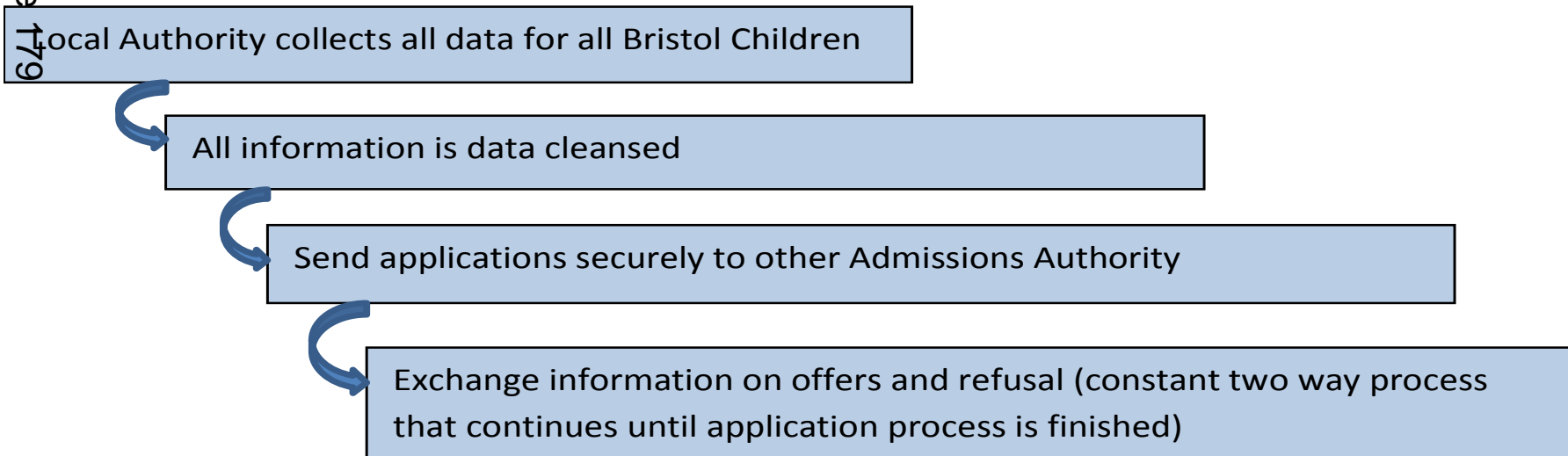
# How do parents / carers apply for a school place?

## 1<sup>st</sup> stage of Process – Applications for School Places

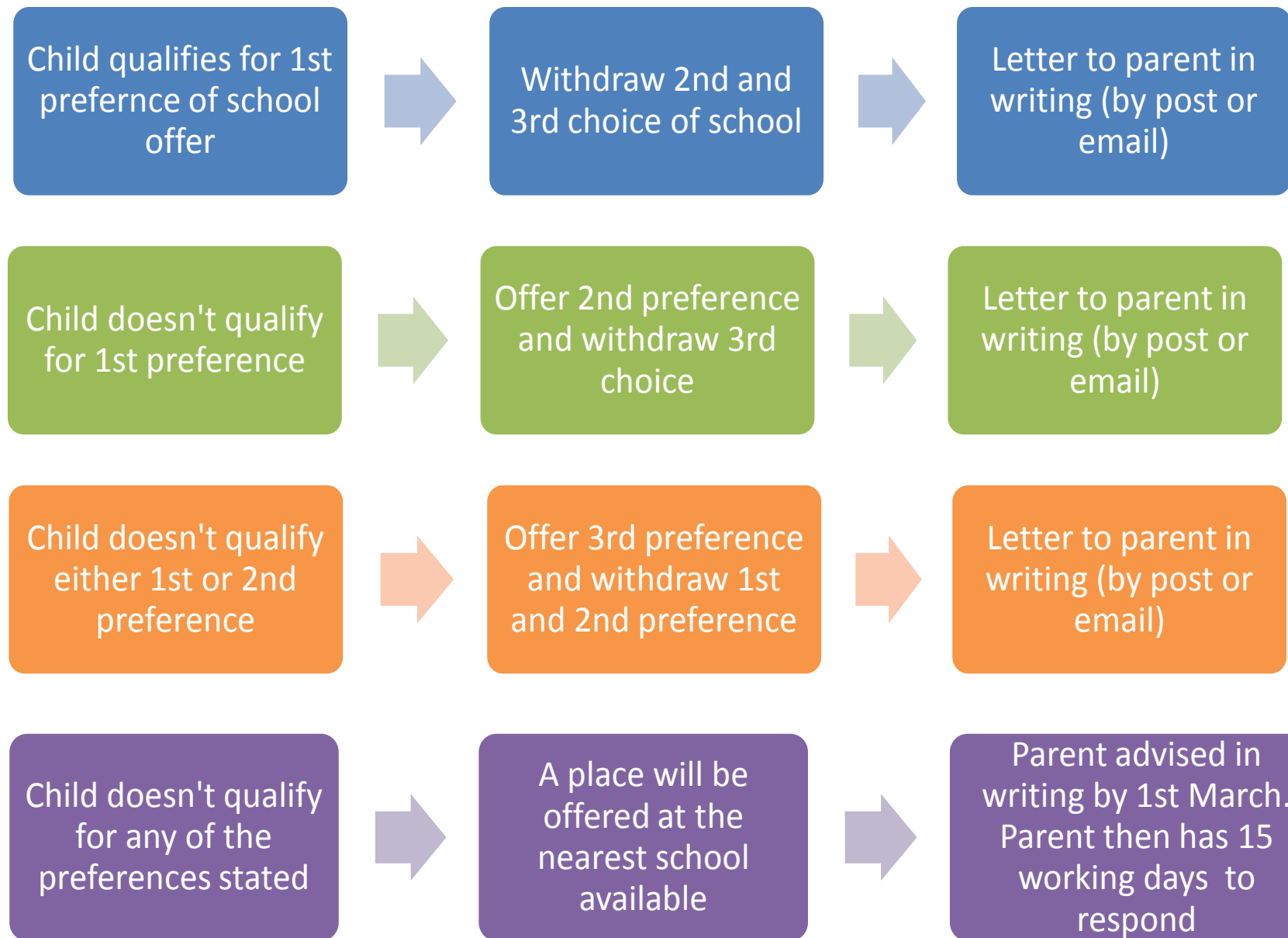


## 2<sup>nd</sup> Stage of Process – Data Collection and Collation

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### 3<sup>rd</sup> Stage of Process – first round of processing parental preferences



#### 4<sup>th</sup> Stage of Process – Updating the LA database

As parents return confirmation of acceptance of school places,  
data inputted onto LA data base

Reminder letters to parents that have not  
yet responded to confirm acceptance of  
offer

Exchange info with other local authorities  
on places offered to children outside of  
Bristol and vice versa



Schools informed of outcomes of application process

Phone and email parents who have not responded to 2nd reminder of school place  
offer

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#### 5th Stage of Process – 2<sup>nd</sup> round of school place allocation

*This process applies to;*

- *all children appealing against their offer,*
- *all children on a waiting list for their preferred school and*
- *late applications*

*The outcome of the second round is advised in early May.*

## Final stages of process – ongoing tasks until the beginning of the new academic year.

- *Continue to process applications as they come into the office*
- *Continue to input parental confirmation of acceptance of place when received*
- *Continue to chase non-responders*
- *Start to collate appeals information - then sent to Democratic Services.*
- *Appeals heard from June onwards*
- *Inform school and parent of the outcome of appeals*

# Places Available at Bristol Schools

School Name	Number of places available	Area
Bridge Learning Campus	60	South Bristol
Merchants' Academy	23	South Bristol
Oasis Academy Brislington	106	South Bristol
City Academy	2	East and Central
Henbury School	8	North Bristol
Total	199	

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114 less places than this time in 2015



# Case studies

## Case A

- Application made for following schools:
- Redland Green School, Colston's Girls' School
- Bristol Free School
- Live in area for Redland Green School 0.500 km from the school

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## Outcome

- Offered a place at Redland Green School

## Case B

- Application made for the following schools:
- Cathedral Choir School, Bristol Brunel Academy, City Academy
- Live in area for Bristol Brunel Academy 1.2 km from the school.

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## Outcome

- Offered a place at Bristol Brunel Academy. Lodged an appeal which was dismissed for a place for Bristol Cathedral Choir School.

## Case C

- Application made for the following schools:
- John Cabot Academy, The Ridings Federation  
Winterbourne, Downend School
- Lives in area for Bristol Metropolitan Academy

## Outcome

- Page 186
- Did not qualify for a place at preferred schools. Offered a place at City Academy as a school with a place available. Appeals lodged for all 3 schools which were dismissed.
  - Made a late application for Bristol Metropolitan Academy and Bristol Brunel Academy in July 2016. Both schools were full and places refused. Appeals lodged and were dismissed.



## Case D

Application made for the following schools:

- Bristol Free School, Redland Green School, Henbury School
- Lives in area for Henbury School.

## Outcome

- Page 187
- Offered a place at Henbury School as third preference school. Opted to place child on waiting list for Bristol Free School and Redland Green School.
  - Offered a place at Bristol Free School in the second round of allocations. Place offered a Henbury School withdrawn as offered a place at a higher preference school.

# Example application:

<https://admissions.bristol-cyps.org.uk/prefs.php>

# How are places allocated?

## Admission Arrangements/ Oversubscription Criteria

- Pupils with SEN statement or EHCP
- Children Looked After and Previously Looked After
- Siblings
- In-Area (First/Second/Joint)
- Specialism (10% maximum)
- Random allocation
- Banding
- Faith
- Equal preference

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# What are the advantages and disadvantages of community schools versus schools with a wider catchment area?

# Questions?



# Discussion and Feedback

- Is further information required?
- Would an Inquiry Day be appropriate?

## Information for the Inquiry Day from the [Clifton Diocese](#)

School Admissions is such a complex business that I think it is literally impossible for any LA to an admissions process that is clear and easy for parents to understand. Complex legislation and a School Admissions Code of limited use, parents having to apply to their home LA for schools both in & outside the LA, the range of different types of schools i.e. Community, VC, VA, Academies, Free, Foundation, Trust etc., the use of Supplementary forms and/or the need to provide additional evidence for some schools, the lack of a national standard application form etc. etc. all make it extremely difficult for any LA to provide clear & simple information for parents.

In view of the above, overall I think the information from Bristol LA is of a good standard.

Some suggestions for consideration would be:

- that the Reception Intake application form could be altered to make it clear that children born outside of the DOB range stated on the form may complete it if applying for delayed admission
- that the Reception Intake application form could be altered to make it clear it is for people applying for admission during the school year & not just for September admission i.e. in 2017-18 and not September 2017.
- The Coordinated Admission Scheme could give a clearer indication of how an alternative school will be determined if all of a parents preferences are refused
- The In-Year admissions web page could be clearer about the application process to be followed
- To help parents through the process the Council could consider a big publicity campaign about the need to apply coming up to the various closing dates (this could be a joint enterprise with neighbouring LAs in the area).

Bill McEntee

Governance Officer

## Bristol City Council Overview and Scrutiny – Inquiry Day

# School Admission Arrangements in Bristol

**Date:** Friday, 3<sup>rd</sup> February 2017

**Venue:** Conference Hall, City Hall

**Time:** 9.30am – 1 pm

## Preparation pack

Thank you for accepting the invitation to participate in the Inquiry Day.

Please find enclosed some information to help you prepare for the session. You are recommended to familiarise yourself with this and the workshop information pack before the Inquiry as time will be limited on the day.

The Information pack consists of:

	<b>Title</b>	<b>Page</b>
1.	Introduction	1
2.	Programme for the day	2
3.	Background Information	4
4.	Information about other Local Authorities, including information received from other Core Cities	6
5.	Information pack from the workshop on the 19 <sup>th</sup> December 2016	Attached separately



## Bristol City Council Overview and Scrutiny – Inquiry Day

# School Admission Arrangements in Bristol

Date: Friday, 3<sup>rd</sup> February 2017

Venue: Conference Hall, City Hall

Time: 9.30am – 1 pm

## Programme

### 9.30am Welcome and Introductions

- Councillor Brenda Massey – Chair of the People Scrutiny Commission and Councillor Claire Hiscott – Cabinet Member for Education and Skills

### 9.35am An overview of the School Place Planning and Admissions workshop – 19<sup>th</sup> December

- Paul Jacobs, Education and Skills Service Director

### 9.45 am Information / evidence from Stakeholders

- Abdul Ahmed, Said Burale and Hanna Ahmed - The Somali Forum (10 mins)
- Christine Townsend – former Mayoral Candidate (May 2016) (10 mins)
- Peninah Achieng-Kindberg and Sauda Kyalambuka - African Voices Forum (10 mins)
- Nimo Ibrahim and Iman Abdi - The Bristol Somali Women’s Group (10 mins)
- Abdul Jama – Bristol Education Welfare Service, Bristol City Council (10 mins)

### 10.35 am Question and Answers and group discussion

----- 10.45 – 11am - Comfort break -----

### 11.00 am Information from School Representatives

*Click on the school name to view the admission arrangements*

- Ms Jo Butler, Head teacher – [Cotham School](#)
- Mr A Perry , Executive Principal – [Colston’s Girls’ School](#)
- Mr Graham Diles , Deputy Head – [Saint Mary Redcliffe and Temple School](#)
- Ms Keziah Featherstone, Head teacher - [Bridge Learning Campus](#)
- Mr Rupert Moreton, Vice Principal – [Bristol Cathedral Choir School](#)

### 11:50 am Question and Answer session

### 12:10 pm The approach to school admissions in other Local Authority areas

- Hayley Leman – School Admissions Lead and Ian Bell - Place Planning Manager

### 12.20 pm Question and Answer session



**12.30 pm**      **Table discussion**

**Key Questions to be considered:**

- Should Bristol City Council be doing anything differently?
- From the information provided, are there any suggestions or recommendations you'd like to make to the Mayor?

**12.55**      **Plenary feedback**

**1pm**      **Close**



**Bristol City Council Overview and Scrutiny – Inquiry Day**

# **‘School Admission Arrangements in Bristol**

**Date: Friday, 3<sup>rd</sup> February 2017**

**Venue: Conference Hall, City Hall**

**Time: 9.30am – 1 pm**

## **Background information for participants**

### **What is scrutiny?**

Scrutiny inquiry days are part of Bristol City Council’s scrutiny function. Scrutiny acts as a counter-balance to the council’s executive (which consists of the Mayor) and provides a means for elected members to input in to policy-making, as well as review executive decisions and performance.

This happens via ongoing scrutiny commission meetings, select committees and inquiry days. The scrutiny function is not decision-making, but scrutiny bodies and events generate reports and recommendations which must be considered and responded to by the council’s cabinet, and by some partners.

### **What is a scrutiny inquiry day?**

Scrutiny inquiry days enable councillors to acquire an understanding of complex issues by hearing expert speakers and engaging in debate with specialists, and thus to identify well-informed evidence-based recommendations. Representatives of council teams, partner agencies and expert witnesses are invited to input their expertise and views or to showcase work via the workshop sessions, to help councillors identify and understand key issues. Inquiry days aim to create a balance between information-sharing and discussion whilst allowing the broad range of views to be heard, and enabling participants to share their particular perspective.

In addition, inquiry days can substantially raise the profile of initiatives or areas of work and beneficially affect inter-agency working and communication through networking opportunities.

### **Background to this Inquiry Day**

The People Scrutiny Councillors identified ‘school admission arrangements in Bristol’ as a priority area at the scrutiny work planning workshop in September 2016.

The Mayor has also identified this as a priority area and the draft Corporate Strategy references the need to increase the number of school places and further consideration of the admissions process (Our future – Bristol and its council in 2022). The Mayor referred the issue to the People Scrutiny Commission for consideration at the work planning workshop.



Councillor Brenda Massey, the People Scrutiny Commission Chair led a steering group of four Councillors, supported by Officers, to consider the most appropriate approach. It was agreed that to fully explore the issues, two scrutiny events would be required (outlined below). This is the information pack for the second event – the Inquiry day.

19 12 16	<b>All Councillor Workshop</b>	<p>Bristol City Council Officers used a combination of presentations and group discussions to provide a detailed overview of the school place planning and admission process in Bristol.</p> <p>The workshop aimed to:</p> <ul style="list-style-type: none"> <li>a) Assist Councillors to support / sign post constituents and manage public expectations</li> <li>b) Provide the knowledge required for the Inquiry Day (see below), including information on the Local Authority’s strategic responsibilities.</li> </ul> <p>At the conclusion of the workshop Councillors agreed that an Inquiry Day would be required and the following information was requested:</p> <ul style="list-style-type: none"> <li>• Information about school admission from other Local Authorities</li> <li>• Information from stakeholders on the challenges faced by Bristol families</li> <li>• Information from Head teacher and Principals from schools around Bristol.</li> </ul>
03 02 17	<b>Inquiry Day</b>	<p>The Inquiry Day will seek to establish:</p> <ul style="list-style-type: none"> <li>• Are Councillors satisfied that the school admission arrangements support Bristol families?</li> <li>• Is the Council providing appropriate support and challenge to school admission arrangement policies?</li> <li>• Should Bristol City Council be doing anything differently?</li> <li>• From the information provided, are there any suggestions Scrutiny Councillors would like to make to the Mayor?</li> </ul>

### What happens after the Inquiry Day?

A report will be created which summarises the scrutiny activity and outlines any agreed actions and recommendations.

The People Scrutiny Commission would be required to agree the report and if recommendations have been made the report would then be referred to the relevant decision making body, i.e. the Cabinet, for consideration.

**If you have any question please contact Karen Blong – Policy Advisor, Scrutiny**

## Bristol City Council Overview and Scrutiny – Scrutiny Inquiry Day

# School Admission Arrangements in Bristol

## Different Admission Systems

Admission Authorities use different systems to allocate school places. These may include:

- Banding - an equal number of places allocated from each band to achieve a balanced comprehensive intake.
- Geographical areas - priority given to children living within a defined geographical area.
- Home to school distance – measured by direct line or walking route.
- Random Allocation – a random draw under an admission criterion.
- Priority to children of staff/founding directors.
- Priority to children with social or medical reasons for attending a school.
- Priority to children with a child protection plan in place.
- Priority to children with an aptitude in a particular area such as music, sport or languages.
- Priority to children with a sibling attending the school.
- Priority to children entitled to Free School Meals or Pupil Premium.

### Different Authorities' Approaches

#### Brighton and Hove

Priority to Children in Care and Children Previously in Care.

- Sibling attending the preferred school.
- A wide geographical area served by several schools – if school is over-subscribed within this criterion places are allocated randomly.
- When random allocation introduced first preferences met reduced from 84% to 78%.

In 2010 a report by the Institute for Education and the Universities of London and Bristol found that lotteries alone did not give poor children a higher chance of securing a place at a top school.

Lancaster University found that Brighton and Hove attempts to address inequalities in education through a school lottery system had been largely unsuccessful.

#### Hackney

Once Children in Care, Children Previously in Care and siblings are considered, places allocated as follow:

- No geographical areas in place – places allocated by dividing applications into 5 bands. If a band is over-subscribed, home to school distance used as tie-breaker.
- Some schools have an inner band (home address up to 1 km from the school) and an outer band (home address 1 km to 2.2 km from the school).

Hackney primary schools build into the school day sitting the Cognitive Ability Tests (CATS) to enable children to be placed in bands. Children educated out of area sit the test on a set day at a number of secondary schools.

Completing applications is part of the school day with support given by primary school.

For Reception applications, library staff available every Thursday to help parents/carers apply on-line. Bristol could adopt this policy and extend it to Citizen Points.

### **Oldham, Bradford and Burnley Local Authorities**

Bradford – to aid cohesion closed 2 two schools and established a new school taking largely equal number of children from different communities.

Also introduced exchange programmes and joint projects to break down segregation and share good practice. Similar projects in place in Epping Forest and Solihull.

### **Birmingham**

New Academy opened in 2015 sponsored by the local university. Home to school distance measured to 4 'nodal' points to ensure a mixed intake in terms of socio-economic, ethnicity and academic ability.

- 50% of places offered to first point close to the school site.
- Remaining 50% of places offered to children living within 3 other nodal areas.



## Information from Core Cities

The following question was sent to the School admission and Scrutiny teams at the other [Core Cities](#).

**Has the Local Authority ever taken any action specifically designed to improve diversity , i.e. changed catchment areas to make them more representative, adjusted policy or procedures to take positive action to address admissions arrangement with disproportionality high or low numbers of BME or FSM children?**

The following responses were received:

Local Authority	Response received:
Newcastle	No work undertaken
Nottingham City Council	<p>No work undertaken on this specifically.</p> <p>An introductory piece of work on place planning took place in July 2015 – click <a href="#">here</a> to view.</p>
Leeds	<p>As a Scrutiny Board we have considered numbers and sufficiency, and do each year.</p> <p>A couple of years ago we had issues in the North of Leeds where there were not enough school places and parents were being offered places as schools they had not preference. There was no specific focus on BME or FSM by the Scrutiny Board.</p>
Cardiff	<p>In March 2016 the Committee reviewed the performance of Education as at Quarter 3 (click <a href="#">here</a> to view the papers and minutes). During the scrutiny of the item members questioned the admissions process and in particular the process across Faith Schools, Welsh Schools and English Medium Schools.</p> <p>Members agreed that it would be helpful if there was one co-ordinated admissions process. As a result the Chairman wrote to the Archdiocese to seek their views on a co-ordinated approach.</p> <p>The Chairman received a positive response and as such a co-ordinated admissions procedure is now being developed.</p> <p>In March 2017 the Committee has programmed to review the admissions process again</p>

**Admission Arrangements Objections to the School Adjudicator 'A Referrer's View' – ALL schools are run by the Church, the Merchant Venturers or Both!**

School	Referrer	Decision date	Some Data	Summary by the Referrer
Bristol Cathedral Choir School	Christine Townsend	05/03/2014	<p>Whole School                      FSM – 7.2%                      SEN – 4.1%                      ESOL – 1.4%                      P Premium – 16.25</p> <p>On Entry 2016 GCSE year – national categories                      Total in year -108                      Low achievers – 6.5%                      Middle achievers – 48%                      High achievers – 40.7%</p>	<p>Schools can admit 10% of places on specialism, for BCCS this is 12 places. Choristers are a further 8 places and are 'demonstrations of faith' this was not referenced in the arrangements. At the time the required Diocese guidance needed in law to define 'demonstration of faith' did not exist.</p> <p>BCCS has 120 places                      Full-birth certificates reveal parent identity and place of birth which a school cannot know at application stage.</p>
Cathedral Primary School	Christine Townsend	05/03/2014	<p>Whole School                      FSM – 0%                      SEN – 0.9%                      ESOL – 3.2%                      P Premium – 0%</p>	<p>Full-birth certificates reveal parent identity and place of birth which a school cannot know at application stage. The independent person overseeing the random allocation was the consultant the school used to write the admission arrangements who had been involved in marketing events with parents</p>
Bristol Cathedral Choir School	Fair Admission Campaign and locally Christine Townsend	13/02/2015	<p>Whole School                      FSM – 7.2%                      SEN – 4.1%                      ESOL – 1.4%                      P Premium – 16.25</p> <p>On Entry 2016 GCSE year – national categories                      Total in year -108                      Low achievers – 6.5%                      Middle achievers – 48%                      High achievers – 40.7%</p>	<p>The school had been testing for ability (what do you know? can do?) rather than aptitude (how gifted are you?) in relation to the music specialism places not the choristers as the officer suggests - selection by ability is only lawful in designated grammar schools                      Cathedral is not a grammar school                      Over 500 children sat a test in order that the school allocate 10% of the available places.</p>



Colston's Girls' School	Christine Townsend	01/09/2015	<p>Whole School FSM – 11.3% SEN – 2% ESOL – 20.7% P Premium – 26.3%</p> <p>On Entry 2016 GCSE year – national categories Total in year group - 109 Low achievers – 10% Middle achievers – 52.7% High achievers – 35%</p>	<p>During this investigation I attended a face to face meeting with the adjudicator, the school and a LA officer. As a result I believe the case of socio-economic discrimination is possible to demonstrate, I have been collecting and distilling the data to bring the case since this ruling was published.</p> <p>The hold the same belief of Cathedral</p>
Merchants Academy	Christine Townsend	25/11/2015	<p>Whole School FSM – 39.7% SEN – 3.9% ESOL – 3.2% P Premium – 64.8%</p> <p>On Entry 2016 GCSE year – national categories Total in year group - 143 Low achievers – 20% Middle achievers – 56.7% High achievers – 20%</p>	<p>I bought 11 areas of unlawful compliance and won them all. This school was attempting to present itself as not having a catchment. It was not publishing the catchment map and making no reference to it in the wording of the arrangements.</p> <p>It had not been testing and banding and it should have been.</p> <p>Being over-subscribed refers to ALL applicants and schools cannot know parental preference. This school did not test because it was somehow aware it would not be over-subscribed with first preferences.</p> <p><b>Adherence to the ruling is currently under investigation again by the school adjudicator</b></p>
St Bernedettes Secondary School	Fair Admissions Campaign and locally Christine Townsend	25/11/2014	<p>Whole School FSM – 13% SEN – 3.3% ESOL – 14.6% P Premium – 28.2%</p> <p>On Entry 2016 GCSE year – national categories</p>	<p>Issues were identified in relation to looked after children, asking for information unrelated to over-subscription criteria from parents via the supplementary information form.</p> <p>The ruling also states 'the Code makes it clear, that parents select schools, and that, except in those limited ways in which this is permitted, schools do not select children'</p>

			<p>Total in year group - 147  Low achievers – 13%  Middle achievers – 54.4%  High achievers – 27.9%</p>	
St Mary Redcliffe and Temple	Fair Admissions Campaign and locally Christine Townsend	13/02/2015	<p>Whole School  FSM – 5.8%  SEN – 1.5%  ESOL – 16.7%  P Premium – 19.2%</p> <p>On Entry 2016 GCSE year–  national categories  Total in year group - 212  Low achievers – 8.5%  Middle achievers – 39%  High achievers – 48.5%</p>	<p>The adjudicator identified issues relating to looked after children and those with a statement of SEN, SMRT did not agree that free school meals were ‘the most appropriate measure’ of deprivation.  SMRT had allocated places on the basis of its first ‘faith’ category in recent years – attendance at a minimum of 3 times a month for 3 years, the adjudicator stated ‘whilst religious schools are permitted to discriminate on the grounds of faith, it is not a requirement’</p>
St Bedes	Christine Townsend	18/8/16  <b>The officer did not include this investigation and ruling in your original document</b>	<p>Whole School  FSM – 6.2%  SEN – 1%  ESOL – 21.4%  P Premium – 14.1%</p> <p>On Entry 2016 GCSE year–  national categories  Total in year group - 179  Low achievers – 7.2%  Middle achievers –45.8%  High achievers - 44.6%</p>	<p>SEN applicants  This school was asking 6<sup>th</sup> form applicants for the following information ALL of which is specifically listed in code as being unlawful:-  Names of parents  SEN status  ESOL status  A reference  Personal statement  If they have exam time in exams  If they have extra help in class  Current school</p>



			Free School Meals				Pupil Premium	
SchoolName	School Type	Ofsted Rating (as of 31st October 2016)	Total	Non-FSM	FSM	FSME%	Pupil Premium	% of pupils receiving Pupil Premium
Bridge Learning Campus	All-through	2	1000	587	413	41.3%	620	62%
Merchants' Academy	All-through	2	1091	658	433	39.7%	603	55.27%
Bristol Brunel Academy	Secondary	2	1015	705	310	30.5%	458	45.12%
City Academy Bristol	Secondary	4	718	501	217	30.2%	424	59.05%
Oasis Academy Brightstowe	Secondary	2	705	498	207	29.4%	378	53.61%
Henbury School	Secondary	2	543	399	144	26.5%	275	50.64%
Orchard School Bristol	Secondary	2	667	492	175	26.2%	357	53.52%
Bristol Metropolitan Academy	Secondary	2	790	589	201	25.4%	359	45.44%
Oasis Academy John Williams	Secondary	2	794	617	177	22.3%	369	46.47%
Oasis Academy Brislington	Secondary	NULL	915	718	197	21.5%	331	36.17%
Fairfield High School	Secondary	2	744	603	141	19.0%	304	40.86%
Bedminster Down School	Secondary	2	794	656	138	17.4%	306	38.53%

Steiner Academy Bristol	Secondary	NULL	185	159	26	14.1%	59	31.89%
St Bernadette Catholic Secondary	Secondary	2	737	641	96	13.0%	208	28.22%
Cotham School	Secondary	1	1494	1308	186	12.4%	364	24.43%
Colston's Girls' School	Secondary	1	799	709	90	11.3%	186	23.27%
Bristol Free School	Secondary	2	705	638	67	9.5%	178	25.24%
Bristol Cathedral Choir School	Secondary	1	779	723	56	7.2%	107	13.73%
St.Bede's Catholic College	Secondary	2	1035	971	64	6.2%	134	12.94%
St Mary Redcliffe and Temple	Secondary	1	1694	1595	99	5.8%	212	12.51%
Redland Green School	Secondary	1	1383	1333	50	3.6%	91	6.57%
All Bristol Schools & Academies			18587	15100	3487	18.7%	6323	34.01%

### Bristol Secondary Schools- 1st Rd - Bristol Residents Only 2016

Establishment Name	PAN	Additional places	SEN	Offers on-time					Offers	%
				1st Prefs	2nd Prefs	3rd Prefs	Referral (Non-Prefs)	Total	Non Bristol Residents	Offers made to Non Bristol Residents
ASHTON PARK SCHOOL	216	0	2	171	32	8	0	211	3	1.38
BEDMINSTER DOWN SECONDARY SCHOOL	216	0	1	180	22	5	6	213	2	0.92
BRIDGE LEARNING CAMPUS - SECONDARY *	180	0	0	103	2	2	13	120	0	0
BRISTOL BRUNEL ACADEMY	216	0	4	168	26	11	0	205	7	3.24
BRISTOL CATHEDRAL CHOIR SCHOOL	120	0	4	84	7	5	0	96	20	16.66
BRISTOL FREE SCHOOL	190	40	1	162	17	10	0	189	0	0
BRISTOL METROPOLITAN ACADEMY	180	0	0	140	24	11	0	175	5	2.77
CITY ACADEMY	195	0	2	47	7	3	134	191	0	0
COLSTON'S GIRLS' SCHOOL	140	0	4	93	6	3	0	102	34	24.28
COTHAM SCHOOL	216	0	0	133	47	36	0	216	0	0
FAIRFIELD HIGH SCHOOL	216	0	5	146	38	26	0	210	1	0.46
HENBURY SCHOOL	189	0	0	86	17	5	71	179	2	1.05
MERCHANTS' ACADEMY	182	0	2	150	0	3	4	157	0	0
OASIS ACADEMY BRIGHTSTOWE	189	29	7	156	13	6	7	182	0	0
OASIS ACADEMY BRISLINGTON	270	0	1	114	14	8	26	162	1	0.37
OASIS ACADEMY JOHN WILLIAMS	180	18	1	172	6	1	0	179	0	0
ORCHARD SCHOOL BRISTOL	185	5	1	110	25	3	47	185	3	1.62
REDLAND GREEN SCHOOL	216	27	3	204	6	3	0	213	0	0
ST. BEDE'S CATHOLIC COLLEGE	180	0	3	115	7	2	0	124	53	29.44
ST. BERNADETTE CATHOLIC SECONDARY SCHOOL	150	0	1	128	14	2	0	144	5	3.33
ST. MARY REDCLIFFE & TEMPLE CE VA SCHOOL	216	0	6	177	16	4	0	197	13	6.01
STEINER ACADEMY (SECONDARY)	26	0	2	17	3	0	0	20	4	15.38
<b>Total</b>	<b>4068</b>	<b>119</b>	<b>50</b>	<b>2856</b>	<b>349</b>	<b>157</b>	<b>308</b>	<b>3670</b>	<b>153</b>	<b>3.76</b>



# People Scrutiny School Admission Arrangements


2/2/17

Christine Townsend



# Why am I here?

- ▶ Invited 'a former Mayoral candidate with a particular interest in school admission'
- ▶ Actual reason
- ▶ I am Bristolian and was educated in Bristol's comprehensive system under Avon
- ▶ Been a qualified teacher for over 20 years
- ▶ Taught in London, Coventry and back home since 2003 at City Academy, Orchard, City of Bristol College, work now in SEND reforms
- ▶ Am safeguarding governor at Whitehall
- ▶ The vice-chair of the School Forum
- ▶ Co-founder and board member of Integrate UK (formally Integrate Bristol)
- ▶ Sit on Bristol's Children Safeguarding Board as the VCS Advocate
- ▶ Have sat on school appeal panel hearings in another local authority (education member) for over 5 years
- ▶ Am the referrer of 4 Bristol secondaries and 1 primary to the OSA for unlawful admission arrangements, worked with the Fair Admission Campaign on 3 others, re-referered and await the ruling
- ▶ Real reason I'm 'a former Mayoral candidate with a particular interest in school admission' is because the 2-tier state system I saw whilst **AT** school is still what we observe today
- ▶ I am also 'a former Mayoral candidate' because change is within the local decision making processes – **admission arrangements are CHOICES** made at Diocese, Trust, local authority and school levels



# Another take on some of the 'Background Information'

## Your pack includes

- ▶ A referrer's comment on the School Adjudicator rulings St Bedes and Merchants Academy
- ▶ A catchment map for Redland Green
- ▶ A data table that includes FSM% and the P Premium % for the secondary system
- ▶ Non-Bristol resident children being allocated places in Bristol schools

## Comment on a workshop session

- ▶ 'Advantages and disadvantages of community v wider catchments'
- ▶ What was the EVIDENCE presented for this?
- ▶ Were you invited to come up with your own ideas?
- ▶ Policy recommendations need to be based on evidence

# Current Situation – why is change needed?

## ‘Double Disadvantage’

- This is what we have – data on FSM% and P Premium% demonstrates this
- Additional impact on ESOL, high, middle and low attainers, shown on ‘a referrer’s comments’
- Bristol has very low parental preference figures at secondary level, the impact is disproportionate across the city, this data is in your workshop pack



Improving  
social mobility  
through  
education

# Selection by 'Anyone Can Apply' examples Bristol Cathedral Choir School and Colston Girls

- ▶ Bristol Cathedral Choir allocates places by 'random allocation', it takes applications from across Bristol, N Somerset, S Gloucestershire
- ▶ Colston's Girls' does the same, only applicants must also sit a test, in addition to above authorities, it also takes from postcodes in Gloucester and Wiltshire
- ▶ Look at the data you have for these schools – FSM and P Premium
- ▶ Think about why these schools **CHOOSE** admission arrangements like this?
- ▶ Think about where these schools are geographically located


Cathedral Primary School is also in this category, a second 'anyone can apply' secondary school is being sort by the Cathedral Trust

# Selection by Catchment – example Redland Green

- Look at the catchment maps in your pack
- Why might Redland Green **CHOOSE NOT** to have ‘anyone can apply’ admission arrangements?
- Look at the data you have for this school – FSM and P Premium
- Think about where this school is geographically located

Also in this category are Bristol Free School and Cotham





# Selection by Faith – examples St Mary Redcliffe and St Bedes

- ▶ St Mary Redcliffe **CHOOSES** to admit from Bristol, BaNES, and S Gloucestershire
- ▶ Of the 216 places, 16 are available to be allocated to children living within 500m of the school gates
- ▶ St Bedes **CHOOSES** to admit from Bristol, N Somerset and S Gloucestershire
- ▶ Both schools allocate places to 'faith applicants' BEFORE looked after children 'not of the faith'
- ▶ Look at the data you have for these schools – FSM and P Premium
- ▶ Think about where this school is geographically located

Also in this category is St Bernedettes





# Its all a **CHOICE**

- NO set of admission arrangements are set forever
- ALL academies/free schools/faith schools/maintained schools can change them
- EVERY school, regardless of type, can prioritise children entitled to Pupil Premium
- EVERY academy can make changes to their Funding Agreement
- A 'faith' school is NOT required by law to admit on the basis of 'faith' - this is a **CHOICE** by the faith body and the school
- Catchment areas or otherwise CAN be changed
- This **CHOICE** can be achieved locally

# 'My View' on first steps – all achievable locally

- ▶ Secondary schools in Bristol should prioritise children entitled to Pupil Premium, both as a result of FSM and Ever 6
- ▶ This should be capped at the city average for each within the 3 mile statutory walking distance, when over subscribed distance tie-break
- ▶ Other places allocated according to over-subscription BUT
- ▶ Bristol schools should not refuse a place to a Bristol child whilst allocating to children who lives in North Somerset, South Gloucestershire, BaNES, Gloucester or Wiltshire (SEN and LAC places are protected in law, the siblings criteria will pick up younger siblings of families with children already in attendance)
- ▶ 18 new classes are needed according to the Education Capital Strategy in mainstream secondary schools -5 of these are already in existence within the Bristol system – the **153**
- ▶ Who pays for the transport to ensure equity of access **for ALL** remains unresolved



# How can this be Achieved?

- ▶ Leadership and public communication about the vision for the secondary estate and how the current situation is a **CHOICE** the schools are making
- ▶ Support and strategic leadership from elected representatives for the officers tasked to implement it – challenging entrenched privilege will bring resistance – no doubt you will hear that resistance today
- ▶ **Admission arrangements do not sit within the remit of a strategic board - this needs addressing**
- ▶ Solution - the education department to re-establish Bristol's School Admission Forum to scrutinise admission arrangements for lawful competence and refer as the law REQUIRES, monitor the implementation and work to enable the system to adapt
- ▶ Bristol Learning City must reform so its' work is open to public scrutiny
- ▶ Local parties, politicians including the MPs, the local authority, profession representatives and residents respond to admission arrangement consultations collectively to help achieve the vision
- ▶ People's Scrutiny to work more closely with a wider section of the education profession working in schools, more formal links to the School Forum
- ▶ Create a unified voice that supports equity of access to our state school system **for ALL** the city's children. The Council's priority is to 'support the most vulnerable children' those growing up in deprivation are 'the most vulnerable children' and they need and deserve a SYSTEM that supports their achievement, as well as their school



## **School Admissions Inquiry Day**

**3<sup>rd</sup> February 2017**

### **1. Introductions**

Councillor Brenda Massey, Chair of the People Scrutiny Commission and Councillor Claire Hiscott, Cabinet Member for Education and Skills welcomed attendees to the meeting.

Paul Jacobs, Service Director for Education and Skills provided a brief overview of workshop held in December;

- Due to Place Planning parents now have more options. Bristol City Council (BCC) would like all parental preferences to be met.
- BCC continued to work with secondary schools to meet the expanding need.
- In addition to expanding existing schools, one more Free School had been approved and more applications were expected.
- The workshop considered the legal framework and the role of the Local Authority (LA) which had changed since the introduction of academies etc. Councillors were provided with an overview of the application process, including the online application form, and information about the support provided by the admissions team via outreach work and engaging with communities.
- The Inquiry Day would focus on received information from external representatives – both from schools and the community.

Community stakeholder information:

#### **a) The Somali Forum**

- The community have found criteria to be inconsistent and unclear - past experiences of children from near the school not getting accepted whereas people from farther afield did.
- Main problem areas reported as St Pauls and Easton – children had gone to school out of the city because of this.
- The community believes that children were not accepted at some schools, even when they live next to the school. Schools say we need to attend City Academy.
- Parents have strong feelings that the system is unfair and inconsistent in nature. The mothers ask the question “why can’t my child who is living next door get into the school and some living 10 miles further can?” Hopefully this meeting will answer the question.
- Someone parents don’t get their choices so they stay at home. We need to do something about it. Sometimes brothers go to a school but others aren’t accepted. We need to know why this is happening and look for a solution. When children are sent to schools far away it costs too much money.
- Thanks were provided to Cllr Ruth Pickersgill who held a workshop in September which was really helpful.

- The Forum believed education is the best tool when looking at alleviating deprivation and the challenges facing BME communities. It was not uncommon in the Somali community for children to end up staying at home and revert to home schooling.
- The problem links to equality and deprivation and there are a lot of problems around this. What more evidence is needed?

**b) Christine Townsend – Former Mayor Candidate who campaigned on school admissions**

***CT circulated additional information Councillors and provided a presentation.***

- Was invited to speak due to her position as a former mayoral candidate with special interest in education. CT outlined her long standing experience as a teacher and educational advisor who had also sat on school appeal panels.
- Christine gave a presentation that outlined the of a “two tier system”: new schools disproportionately favour and serve affluent areas.
- Has seen a clear correlation of children from deprived backgrounds going to school with other children with similar backgrounds and vice versa for affluent. 153 places in schools were taken up by pupils from out of the city.
- Sutton Trust – “Double Disadvantage” – correlation between low attainment groupings - it becomes the norm for those children and the social value they bring to the school gates reinforces deprivation.
- Bristol Cathedral Choir and Colston’s girls take from three LA areas- she felt they could prioritise people premium and urged Bristol City Council to scrutinise their approach to get better service for Bristol children.
- Highlighted that faith admission was a choice; catchment areas are a choice. Largely allowed by law to choose as they wish to accommodate pupil premium and free school meals. Therefore if church hierarchy can be influenced/lobbied change was possible.
- Admission arrangements don’t sit at a strategic level and requires leadership from Cllrs and education leaders. System needed to work more effectively and encouraged those present to delve beyond the surface of the problem

**c) African Voices Forum –**

- Found schools had low expectations of certain demographics and aspirations matched accordingly.
- Many members found they do not get their first choice and have to appeal – racial profiling effects children outside catchment areas where there is less diversity due to bullying etc. This makes parents reluctant to send children outside catchment area.
- BME children faced increased inequality in next ten years – the impact of the systemic failings was being felt and the inequalities entrenched.
- Accountability needed to be built into the system with equality at the heart of the system not just as a side measure. Losing potential of many children to flourish as they are stuck in home education.
- School access and support for newly arrived refugees and immigrants was raised, urged for more help to get immediate access and reduce waiting.

- Long standing issues that have rarely altered. Viewed this chance to work in partnership to tackle the inequalities of the system head on. Engagement was seen as key and that these were not isolated issues - many BME parents feel the same.

**D) Bristol Somali Women's Group**

- Schools were actively limiting entry of children from Somali community.
- Some members of the community had been unable to request application forms as the phone operator had disconnected the call when they could not understand the accent. Highlighted issues of being turned down for first choice and given placement elsewhere.

**E) Abdul Jama - Bristol Education Welfare Service, Bristol City Council**

- Highlighted to work of the school admissions team.
- In year applications only take a maximum of 2 weeks. **Academies can take weeks to confirm if a place is available.** Whether there are spaces is a very simple question.
- Getting asylum seeker children in to schools has improved a lot – Year 7 and below ok. Year 8 onwards is tricky. Issues could be that they don't have financial resources to meet child's education.
- The timespan also needs to be addressed as it can be weeks before children can start school which is not acceptable.

Councillors were invited to ask questions and the following was noted as part of the discussion;

- When Christine Townsend was asked how she would change the admission policies she noted that some high achieving schools have wide catchment areas so the majority of their pupils are from out of the local area. Other, less well achieving schools only take from the local areas so children are forced to go to the local school which no one else want to go to. Similarly, faith school located in areas of deprivation are not required to take pupils from the local area because they use faith as criteria for admission. Policies should be changed to ensure a consistent approach across the city – each school should be required to take a share of the children from lower socio economic backgrounds.
- Cllr Geoff Gollop expressed concerns about the suggestion that schools should be required to take a certain number of pupils receiving free school meals (i.e. the City average)– this could negatively impact on other children living the local area. If children in the BS9 area were required to attend schools far away parents could opt to pursue fee paying education. In addition, children attending schools further away from their home address would increase road congestion.
- Cllr Anna Keen highlighted the barrier to applications and access to certain high achieving schools. Incidents of discrimination were more widespread than reported and difficult to evidence. Anecdotal evidence had been reported;
  - schools attempted to dis-encourage parents from applying by making the application process difficult to understand
  - schools putting the phone down because the parents accent was challenging to understand
  - schools have a reputation for bullying / racism so parents are encouraged to apply for alternative schools.

- AK suggested that schools should focus on the community where they are located.
- Cllr Claire Hiscott referred to the rationale for the scrutiny activity: if every school in Bristol were outstanding we would not require this discussion as everyone would go to their local school. The quality of our schools is a major issue. Bristol is a victim of its own success: a lot of children used to take buses to South Gloucestershire but now the other way around. It was noted that the new Free school planned to have a 30% pupil premium admissions policy.
- Cllr Harriet Clough suggested that social class had an impact. The high achieving schools relied heavily on middle classed children.
- Representatives from the Somali forum agreed that class was a factor. Families in Barton Hill do not want their children to attend the local school, i.e. City Academy.
- Cllr Ruth Pickersgill highlighted that City Academy had improved greatly. Data should be provided to show if BME communities get disproportionate % of preference places. Although some schools band pupils there is evidence to suggest this is discriminatory. The question is - what would help?
- Representatives from the Somali community suggested that Somali children were not welcome at certain schools because English was not their first language. More help is needed to assist families.
- Christine Townsend suggested that the responsibility lies at the strategic level.
- The importance of parental choice was noted – some parents want their children to attend school outside the local area.
- Cllr Eleanor Combley suggested that part of the problem related to the inconsistency in admission arrangements. Modelling of school admission using primary arrangement only could be useful.

*Break*

*The community stakeholders left the meeting.*

## **Part 2**

Representatives from secondary school across Bristol were in attendance to present information about school admission arrangements. A web link to the admission arrangements for each school had been provided with the agenda papers.

### **F) Ms Jo Butler, Head teacher – Cotham School**

- The commission received an overview of admissions arrangements at Cotham School which had seen many intake changes over previous years and was seeing a much more diverse background including BME with the largest proportion from Black African background and a decline in white middle class.
- Colston had above average children with ESL but needs to be higher and the school had appointed someone to look into this specifically. Large contrast between socio-economic backgrounds – especially along ethnic lines.

- Development of student's cultural capital a key commitment to developing young people. Committed to ensuring every child attains the skills and attributes needed to achieve in modern society.

**G) Mr Alistair Perry, Executive Principal – Colston's Girls School**

- Provided an overview of the evolution of the vision and admissions procedure at the school and the criteria used.
- Wide range of backgrounds and capabilities SEN, Children in care, Foreign language aptitude, Siblings, staff, random allocation and fair banding.
- Geographically spread BS1-16 75% and 25% BS17-49.
- Roots of complexities come from 2008 when CGS became an academy – shaped by DFE, BCC, School governors.
- The approach was designed to limit damage to other schools and not incorporate it back into the system. And to draw learners back into city at a time when pupils were leaving the city for school in large numbers.
- Culturally diverse and welcoming to students of all faiths. Percentages on SEN, BME, and Deprivation indicator are good. The school is proud of the genuinely diverse make-up of the school.

**H) Mr Graham Diles, Deputy Head – Saint Mary Redcliffe and Temple School**

- Information provided as part of a presentation
- A mix of Church Applicants, Local Applicants and Other faith applicants. Complex admissions process. Increasing trend over time of % BME, ESL, Pupil premium.

**I) Ms Keziah Featherstone, Head teacher - Bridge Learning Campus**

- Bridge Learning Campus – Most deprived in Bristol serving predominantly Hartcliffe but this is widening – largely white working class.
- Had found Primary school teachers telling parents not to go to bridge, a real issue the school is now trying to address. Can BCC help promote it?
- A high quality school serving some of the most deprived areas and fighting preconceptions.
- Some parents leave it until last minute and don't want to come to bridge but are given as last option not good for the atmosphere of the school.
- Anti-selection in a way.

**J) Martyn Gunn, Mr Rupert Moreton, Vice Principal – Bristol Cathedral Choir School**

- Music core to the education – music specialists - 50% pupils involved in musical performance in some way.
- Musical aptitude test for yr 6s 10% (12 pupils) - multiple choice based on aptitude no playing of musical instruments allowed.
- 8 places to Cathedral Choir – programme run separately and can apply in yr 4 and become a chorister at yr 5 and offer places come yr 7.
- Random allocation – all applicants given a random number, picked out of a hat.

- Wide catchment area – give lots of people an opportunity to become a members of the school over 40 primary schools represented and enables them to be culturally diverse.
- 32% BME 16% Free school meals.
- Wide range of ability no selection policy based on academia – large number of SEN (12%) twice the average EHCP?
- Some negative aspects – heavily oversubscribed lots of applicants and some disappointment on not getting choice.
- Very aware of the need for fair admissions process and see face to face the impact it has.
- Actively trying to cater for more pupils from across the city. Acknowledge the huge amounts who want to come to the school but have to work with limitations of spaces. Big increase and continuing diversity.

Councillors were invited to ask questions and the following was noted as part of the discussion;

1. Schools cannot legally define catchment areas as Local Authority area which is why postcodes are used. Work takes place with governors to define the nature of the local community. Colston Girls School (CGS) work collaboratively with BCC and the policy is reviewed each year.
  - Musical aptitude tests operate within strict guidelines and is open to all communities.
  - The sibling rule applies but siblings would still be required to take the test so they can be banded. This requirement is set out in law- if other schools don't adhere to this then they are breaking the law. Information related to this is provided to parents in several languages. CGS is more diverse than other schools. The deprivation indicator is important – there is no lack of openness about this.
  - Bristol Cathedral Choir School (BCCS)
    - removed the requirement for the non-verbal reasoning test as some communities were put off by the concept.
    - currently consulting on the sibling rule and looking to remove it
    - looking at the wider post codes from which people can apply – consulting in Autumn
  - Cllr Keen referred to the information received from community stakeholder – the Somali community felt strongly that they were discriminated against - that they faced both formal and informal barriers and they were not treated fairly. Were the schools aware of this and has any action been taken? Is random selection really random and how are you attracting a cross section of Bristol society? BCCS confirmed that they would be happy to make improvements and learn new approaches. The school make up is 32.5% children from BME background to Governors want to make the school reflective of Bristol. Reps from BCCS attend every primary school but there may be more that could be done. This year we've over 1000 on time applications for 120 places. **Action – Breakdown by primary school to be provided.**
  - SMRT confirmed they worked closely with the community and meeting with the Redcliffe Community Association and Somali Women's group regularly. If this issue had been raised the school would have addressed it. The supplementary information form is for faith based application only. The school take children from every single electoral ward and the intake is



mixed. The Pupil Premium rate is lower due to the lower rate of divorced / single parent families from faith backgrounds.

- CGS – last year children attended from 75 primary schools. The school needs to do work with communities to ensure that people understand the process. Further work required to gain the trust of the Somali community and to communicate effectively.
  - Would changes in CGS banding and BCCS adversely affect Fairfield and Cotham Schools? The representative from Fairfield school confirmed that the intake could be skewed towards more boys than girls. Keeping a well-balanced community that is representative is a challenge because of the CGS effect – overwhelmingly affects the nature of the year group. Cotham – A comprehensive intake is very important to the school and would have concerns about impact on that.
2. Representatives from Bridge Learning Campus – it appears that some schools are looking to rid themselves of children who are causing negative impacts. Some vulnerable children have been turned down from schools who say they can't meet their needs. There were strong links and cooperation in Bristol but this falls down when working with other authorities and needs to be strengthened to ensure a fair education for Bristol Children.
- Cotham – TVG status for our playing fields is a complete travesty. How has this happened? Against recommendations and legal advice. Some of those children have NO other access to green spaces.
  - Councillors could support their local schools by promoting them within their community and challenging historical conceptions.

### **The approach to school admissions in other Local Authority areas - Hayley Leman – School Admissions Lead and Ian Bell - Place Planning Manager**

Background Information provided in the workshop pack.

- The School admissions team work to capacity. 8 team members take 9000 calls in March to August and also attend appeals - around 500 appeals a year. Officers also attend schools to provide information.
- When considering alternative model Cllrs need to consider what is best for Bristol.
- Some of the information / difficulties described at today's meeting relate to in year admissions – children applying for places when the school is already full. The appeal structure is the process for ensuring only the most deserving get a place. It was acknowledged that that the appeal process can be difficult for people to understand – especially when English is not the first language and if a family is not used to dealing with formality.
- Background information provides an overview of different approaches used to allocate school places in different authorities. Information was provided on the approach from;
  - ◆ Brighton and Hove
  - ◆ Hackney
  - ◆ Oldham, Bradford and Burnley Local Authorities
  - ◆ Birmingham.

- Following a query Officers confirmed that although some school policies suggest they prioritise children in receipt of free school meals it's challenging to find any evidence that they actually follow this. It's even harder to get information on pupil premium.
- All Local Authorities require parents to indicate preferences – the number of preferences can change. Officers confirmed that if a random allocation was 3<sup>rd</sup> preference they could get allocated preference 1 or 2 before this.
- School admissions are required to inform parents of test results before they choose their preferences. If schools are not adhering to this it is because no one had challenged them.
- Councillor Keen highlighted that the concerns related to the information provided by the community stakeholder rather than the Council processes. Cllr Keen posed the question 'what is our ask?'. The issue is a Mayoral priority –what could we realistically aim for? i.e. a more evenly distributed pupil premium? Is there any scope for requiring schools to have a minimum % of BME students?
- ◆ Paul Jacobs confirmed that BCC could negotiate with schools during school expansions discussions. The Capital team has suggested that investment discussions could include admissions arrangements. CGS and BCCS have indicated that they would be keen to engage. The new free school trust has proposed FSM criteria. As a City we need to support the schools that are a journey of development to encourage parents to choose these schools as a preference.
- ◆ Local Councillors could visit their schools and build links to support the community.
- ◆ Cllr Hiscott confirmed that she would be visiting schools (as Cabinet Member), especially the less popular schools.
- ◆ Cllr Harriet Clough– transport and geography. Terrible congestion – not helped by school traffic. Would like to see people from South Glouc accessing Bristol schools. We need to spread children from different bands around the city. We can't get away from geography not being a factor.
- ◆ Jacqui Price-Tippetts confirmed that home to school transport for SEN schools is dealt with differently than for mainstream schools. If families choose to send their children to a school far away from the home address then home to school transport will not be provided. FSM is a variable figure as people move in and out of eligibility.
- ◆ Councillor Massey asked for further comments to be email directly to the Scrutiny Policy Advisor.
- ◆ One additional submission was received from Cllr Gollop (appended to the notes).

The Councillors discussed the wealth of information received and considered what recommendations they would to make.

Initial conclusions:

- Although the Admissions teams were administering the process professionally and efficiently there were still issues within certain communities. Targeted community work would be required.
- BCC worked well with schools in Bristol, including academies. BCC should use these good relationships to suggest that Bristol residents should receive priority places at Bristol schools. Liaison would be required with Principals and the Academy Board Chairs to look at catchment areas.

- More work should take place to increase the diversity of school appeals panels.
- Councillors should support local schools and work pro-actively to challenge reputational inaccuracies.

Initial recommendations (required further expansion):

- Scrutiny to regularly monitor the admission arrangements, i.e annual report / admission board or forum?
- Further work with schools who are expanding or new schools to ensure the admission policies meet the needs of the children in the area?
- Councillors to support schools by building links and promoting schools to the community.

Appendix A – Comment received from Cllr Gollop

The Enquiry day into school admissions was helpful in opening up discussion about the pressures and the challenges. I was concerned however that it gave much more emphasis to challenging the status quo, rather than considering supporting it with minor modifications.

Christine Townsend gave a powerful presentation which ignored the reality of the situation and was effectively proposing bussing pupils from more deprived areas to the schools with lowest numbers of free school meals and pupil premium, and then sending pupils from those areas to the most deprived.

This extraordinary proposal is flawed in so many respects that it needs to be ruled out before it is considered further. First and foremost, this sort of social engineering does not work in either direction.

I cannot help but look at the area I represent which is predominantly BS9. There has never been a state secondary school within this area and 15 years ago, the only schools on offer in Bristol were Portway, Henbury or Monks Park. However virtually no BS9 parents used those schools. They either use North Somerset and South Glos schools, Bristol Church schools, private schools, or moved out of Bristol to secure secondary education

As Redland Green and the Freeschool have come available, parents now tend to remain in the area rather than move, and there are now far more children living in the area, The surrounding schools have improved their standards significantly, but the numbers attending from BS9 have not increased.

The inevitable conclusion is that whatever form of reallocation takes place, parents can choose not to be part of it.

Redland Green and Bristol Feeschool provide 400 places each year that did not exist 12 years ago, and are very oversubscribed. If they had to offer the average number of places to pupils on free school meals, this would mean 49 places a year not available to local children, plus the knock on impact of reduced places being offered to BCCS and St Mary Redcliffe. These children would then be adding to the pressure on the already oversubscribed North Bristol schools and all the evidence suggests that these children would not go to another Bristol state school but would exit the Bristol state system.

There was also demand for schools to stop taking pupils from outside Bristol. We were however only presented with one side of the story in terms of the number of out of City pupils that come in to each school, but I do not recall seeing the information of how many Bristol Children and educated out of the City. It is important we understand that information before making unilateral decisions that could result in similar actions from our neighbours potentially increasing pressure on schools in Bristol.

I have specific area which I did not get chance to mention. Neither is straight forward to solve.

1. I understand the need for the sibling rule, but question whether there could be some distance element to this. It seems very unfortunate when a high number of sibling places at distance from the school actually prevents children living close to the school from attending. I understand some schools now only apply the sibling rule in their primary area which is a much fairer approach.
2. When neighbouring schools allocate on a distance from the school basis, some who live equidistant from both schools find they are too far away to be allocated a place, and then have to travel beyond their first and second choice to a school much further away. In these circumstances the designated area needs weighting.

I believe Bristols schools have performed much better in recent years and our aim should be to keep the highest possible number of any year group in the state system, with the continued

target of improving standards each year. The allocation system we have has helped achieve that outcome and therefore any changes to it should be in the form of minor adjustments not major changes.



# Colston's Girls' School Admissions



- SEN/EHCP
- Children in care
- Foreign Language Specialism – 10%
- Siblings
- Staff
- Random Allocation
  - ✦ Fair banding
  - ✦ 75% BS1-16
  - ✦ 25% BS17-49, BA1-BA3, GL9, GL12, GL13, SN14



## Context

- CGS became an Academy in 2008
- Admissions policy shaped by:

- DFE
- Bristol City Council
- School governors

### Considerations

- 'Comprehensive' intake
- Impact on local schools
- Revert trend of children leaving Bristol
- Sustaining community and ethos of CGS







## Vision



“We accept girls of all talents and abilities and pride ourselves on being culturally diverse, welcoming students of all faiths and cultures.”



**2014      2015      2016**

**20th      40th      60th      80th**  
**percentile   percentile   percentile   percentile**

**% of pupils from disadvantaged context**

School	28.5	26.9	26.3						
National	28.5	28.7	28.9	1.0	15.2	22.9	31.6	44.2	88.7

**% of pupils from minority ethnic groups**

School	52.7	51.6	53.5						
National	25.6	26.9	28.2	0.0	5.9	10.7	20.5	50.9	100.0

**% of pupils first language not / believed not to be English**

School	17.7	18.8	20.8						
National	14.4	15.1	15.7	0.0	2.0	4.4	9.7	26.5	98.5

**% of pupils with an SEN statement or EHC plan**

School	-	1.9	2.0						
National	-	1.8	1.7	0.0	0.7	1.2	1.8	2.7	17.0

**School deprivation indicator**

School	0.24	0.24	0.19						
National	0.22	0.22	0.20	0.01	0.11	0.16	0.21	0.29	0.55



# Ability Profile



## Year 11 2016

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	Low attainers at key stage 2	Middle attainers at key stage 2	High attainers at key stage 2
School %	10.5	53.3	36.2
National %	16.9	51.8	31.4



# Colston's Girls' School Admissions



# St Mary Redcliffe and Temple School

Scrutiny Inquiry Day:  
3<sup>rd</sup> February 2017

# The SMRT vision

## SAFE BOUNDARIES

We are all responsible for keeping each other safe

## GOOD RELATIONSHIPS

We are all members of this community

## HOPE

## EMPOWERED LEARNING

We all enjoy learning and achieve our best

# The glory of God is a human being fully alive!

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# The glory of God is a human being fully alive!





# Ofsted Outstanding

- Leadership and Management
- Behaviour and Safety of Pupils
- Quality of Teaching
- Achievement of Pupils
- Sixth Form Provision
- Overall Effectiveness

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# Faith School Inspection

## Outstanding

- Meeting the needs of all learners
- The impact of collective worship on the school community
- The effectiveness of the Religious Education
- The effectiveness of the leadership and management of the school as a church school

**“ Students’ spiritual, moral,  
social and cultural  
development are given the  
highest possible priority.”**



# Admissions:

## 216 places available

- Up to 196 Church Applicants
- Up to 16 Local Applicants
- Up to 4 Faith Other than Christian

# Oversubscription Criteria

A

Church Applicants who are Looked After (or previously Looked After) in order of priority

B

Church Applicants in order of priority (up to 196 places)

C

Other Looked After Children (or Previously Looked After)

# Oversubscription Criteria

D

Local Applicants (up to 16 places)

E

Faiths Other than Christian in order of priority (up to 4 places)

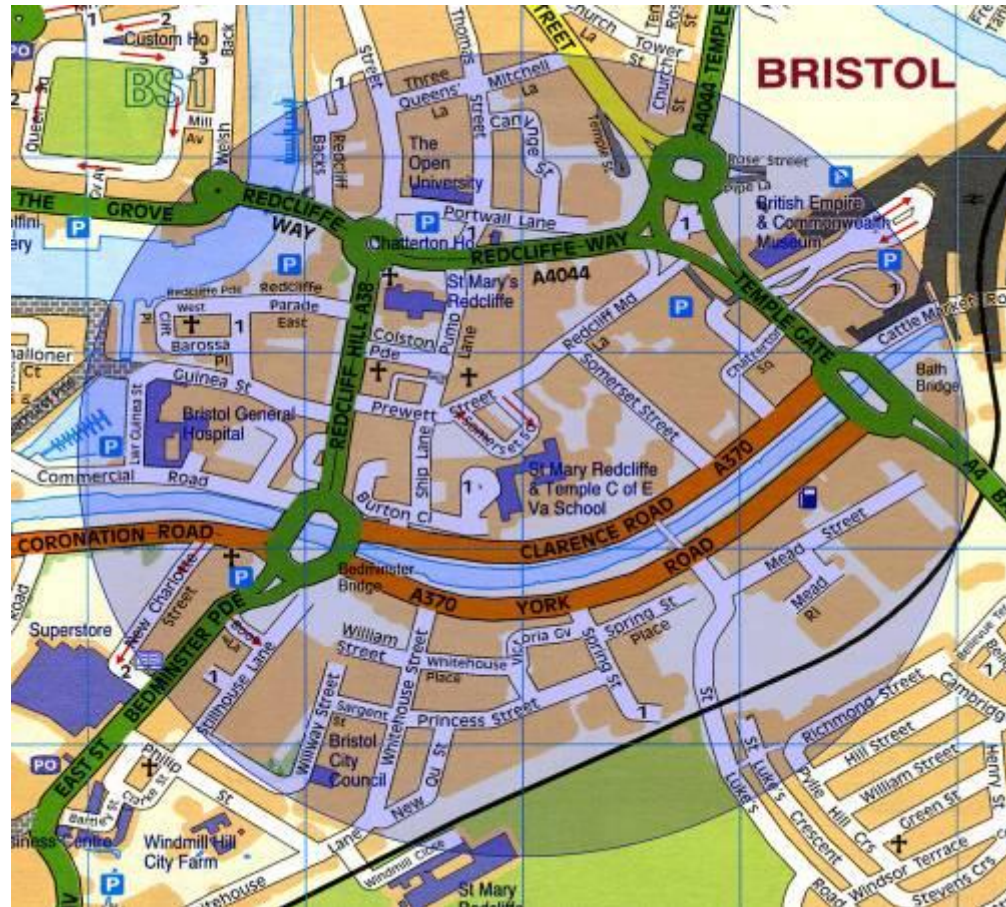
Reserved for Buddhists, Hindus, Muslims, Jews or Sikhs

F

Other Applicants

# Local Applicants

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# Church Applicants and Faiths Other than Christian Applicants are ordered by Group

The parent/carer and/or child is a member of...

**Group One** if they are **very regular** worshippers (3 or more times a month for a minimum of the last 3 years)

**Group Two** if they are **regular** worshippers (twice a month for a minimum of the last 2 years)

**Group Three** if they are **occasional** worshippers (a minimum of 4 times in the past year)



# Oversubscription Tiebreakers

In each section, applicants will be ordered as follows...

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## First Priority

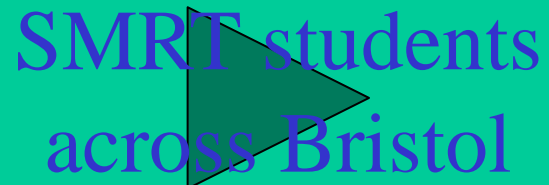
Applicants with siblings already at the School who are still attending on the date of admission

## Second Priority

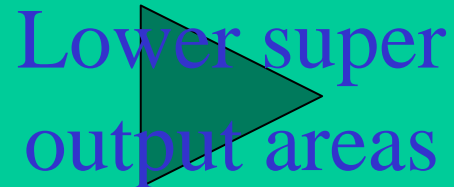
Applicants living closest to the School

# Distribution across the City

SMRT students  
across Bristol



Lower super  
output areas



# BME – by Year Group

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Year Group	BME	Not BME
7	51%	49%
8	50%	50%
9	48%	52%
10	37%	63%
11	43%	57%
7-11	46%	54%

# BME – Trend over time

Year	BME	Not BME
2013-14	31%	69%
2014-15	34%	66%
2015-16	36%	64%
2016-77	<b>46%</b>	<b>54%</b>

# English as an Additional Language by Year Group

Year Group	Number	%
7	39	18%
8	44	20%
9	47	22%
10	36	17%
11	51	24%
<b>7 - 11</b>	<b>217</b>	<b>20%</b>

# English as an Additional Language – Trend over time

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Year	EAL	Not EAL
2013-14	14%	86%
2014-15	13%	87%
2015-16	17%	83%
2016-17	<b>20%</b>	<b>80%</b>

# Pupil Premium by Year Group

Year Group	Number	%
7	58	27%
8	54	25%
9	48	22%
10	40	19%
11	39	18%
<b>7 - 11</b>	<b>239</b>	<b>22%</b>

# Free School Meals by Year Group

Year Group	Number	%
7	58	27%
8	53	25%
9	48	22%
10	39	19%
11	37	17%
<b>7 - 11</b>	<b>235</b>	<b>22%</b>



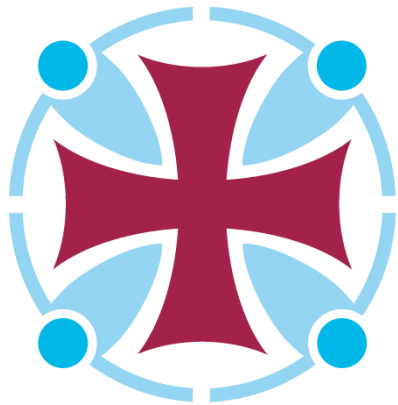
# Free School Meals – Trend over time

Year	BME	Not BME
2013-14	17%	83%
2014-15	17%	83%
2015-16	19%	81%
2016-77	<b>22%</b>	<b>78%</b>

# Looked After Children (LAC) / Children in Care (CiC)

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Year Group	In Care	% of Year Group
7	1	0.5%
8	6	2.8%
9	0	0%
10	2	0.9%
11	2	0.9%
<b>7 - 11</b>	<b>11</b>	<b>1.02%</b>



# St Mary Redcliffe and Temple School

Scrutiny Inquiry Day:  
3<sup>rd</sup> February 2017

# BME – by Ethnic Group

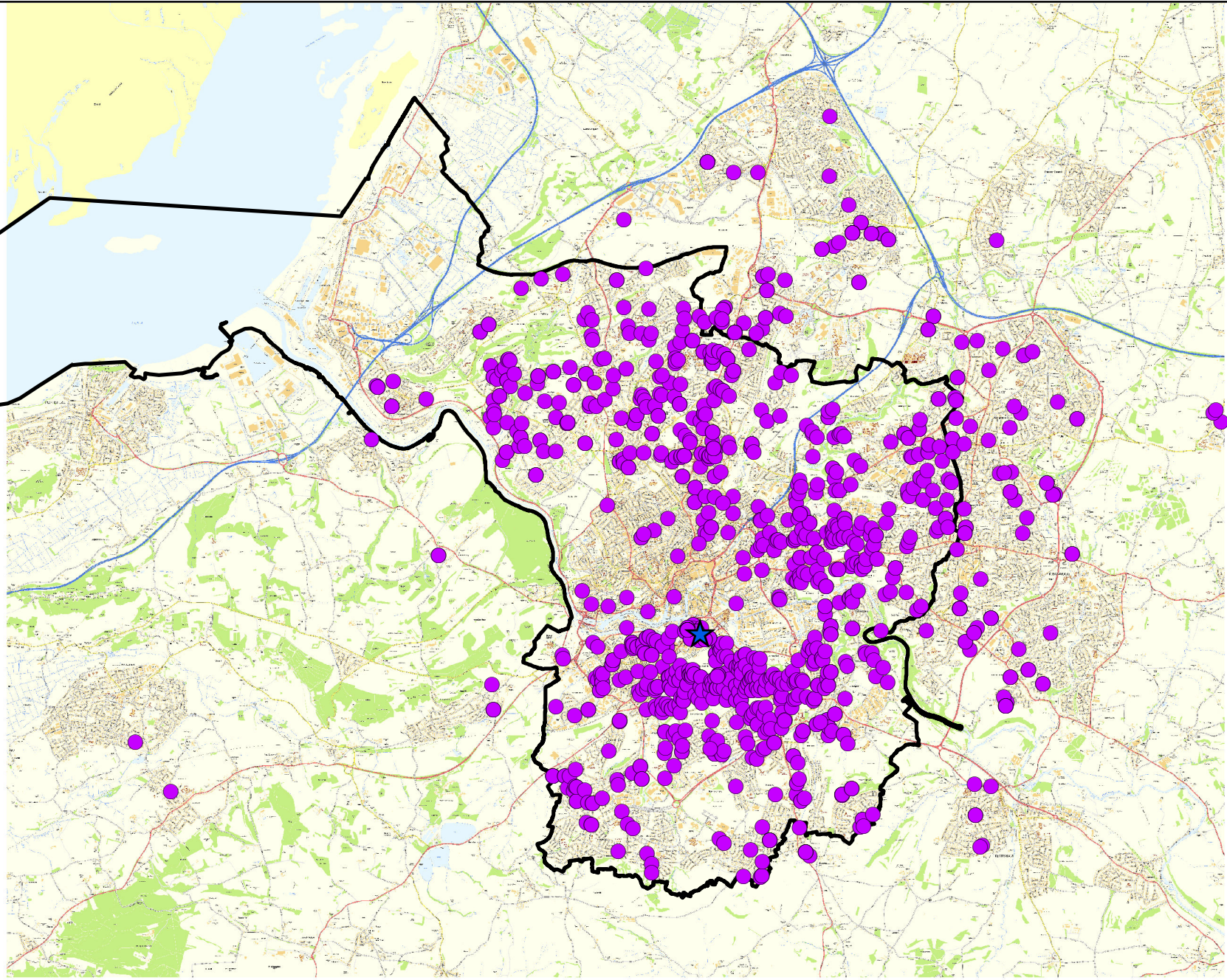
<b>Year Group</b>	<b>Largest Ethnic Group</b>	<b>Number of Students</b>
<b>7</b>	<b>Black Caribbean</b>	<b>23</b>
<b>8</b>	<b>Black Caribbean</b>	<b>18</b>
<b>9</b>	<b>Other Black African</b>	<b>19</b>
<b>10</b>	<b>Black Caribbean</b>	<b>13</b>
<b>11</b>	<b>Indian</b>	<b>14</b>
<b>12</b>	<b>Indian</b>	<b>16</b>
<b>13</b>	<b>Indian</b>	<b>14</b>

# English as an Additional Language (School average: 16.7%)

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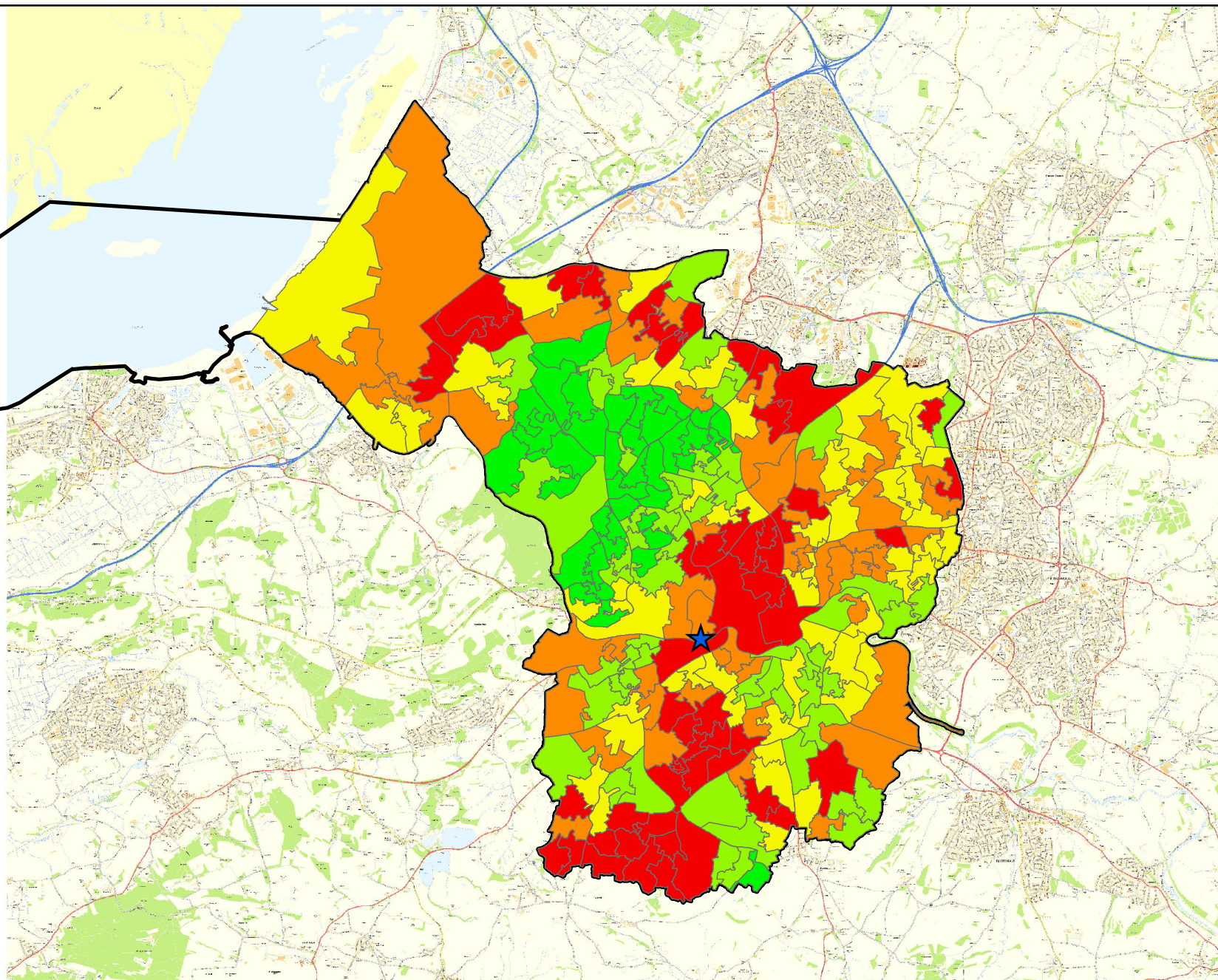
First Language	Number of Students
Malayalam	41
Polish	25
Somali	25
Tagalog/Filipino	17
Urdu	12
Arabic	10
Spanish	6
Tamil	6
French	5
Portuguese	5
Shona	5







This map shows the Lower Super Output Areas in Bristol shaded according to the 2011 Indices of Multiple Deprivation Ranking. Red = Most Deprived, Green = Least Deprived. The Blue star shows the location of St Mary Redcliffe & Temple CE School.



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**Music Specialists**

Year Group	% Pupil Premium Indicator	% BME
7	8.33	8.33
8	8.33	8.33
9	0	16.67
10	8.33	25
11	8.33	25
12	n/a	33.33
13	n/a	33.33

**Choristers**

Year Group	% Pupil Premium Indicator	% BME
7	0	0
8	12.5	37.5
9	0	14.29
10	18.18	9.09
11	28.57	14.29
12	n/a	0
13	n/a	14.29

**Music Specialists**

Year Group	Number of PP Students	% Pupil Premium Indicator	Number of BME	% BME
7	1	8.33	1	8.33
8	1	8.33	1	8.33
9	0	0	2	16.67
10	1	8.33	3	25
11	1	8.33	3	25
12	n/a	n/a	2	33.33
13	n/a	n/a	1	33.33

**Choristers**

Year Group	Number of PP Students	% Pupil Premium Indicator	Number of BME	% BME
7	0	0	0	0
8	1	12.5	3	37.5
9	0	0	1	14.29
10	2	18.18	1	9.09
11	2	28.57	1	14.29
12	n/a	n/a	0	0
13	n/a	n/a	1	14.29



## Bristol City Council Overview and Scrutiny – Scrutiny Inquiry Day

# School Admission Arrangements in Bristol

## Different Admission Systems

Admission Authorities use different systems to allocate school places. These may include:

- Banding - an equal number of places allocated from each band to achieve a balanced comprehensive intake.
- Geographical areas - priority given to children living within a defined geographical area.
- Home to school distance – measured by direct line or walking route.
- Random Allocation – a random draw under an admission criterion.
- Priority to children of staff/founding directors.
- Priority to children with social or medical reasons for attending a school.
- Priority to children with a child protection plan in place.
- Priority to children with an aptitude in a particular area such as music, sport or languages.
- Priority to children with a sibling attending the school.
- Priority to children entitled to Free School Meals or Pupil Premium.

## Different Authorities' Approaches

### Brighton and Hove

Priority to Children in Care and Children Previously in Care.

- Sibling attending the preferred school.
- A wide geographical area served by several schools – if school is over-subscribed within this criterion places are allocated randomly.
- When random allocation introduced first preferences met reduced from 84% to 78%.

In 2010 a report by the Institute for Education and the Universities of London and Bristol found that lotteries alone did not give poor children a higher chance of securing a place at a top school.

Lancaster University found that Brighton and Hove attempts to address inequalities in education through a school lottery system had been largely unsuccessful.

### Hackney

Once Children in Care, Children Previously in Care and siblings are considered, places allocated as follow:

- No geographical areas in place – places allocated by dividing applications into 5 bands. If a band is over-subscribed, home to school distance used as tie-breaker.
- Some schools have an inner band (home address up to 1 km from the school) and an outer band (home address 1 km to 2.2 km from the school).

Hackney primary schools build into the school day sitting the Cognitive Ability Tests (CATS) to enable children to be placed in bands. Children educated out of area sit the test on a set day at a number of secondary schools.

Completing applications is part of the school day with support given by primary school.

For Reception applications, library staff available every Thursday to help parents/carers apply on-line. Bristol could adopt this policy and extend it to Citizen Points.

### **Oldham, Bradford and Burnley Local Authorities**

Bradford – to aid cohesion closed 2 two schools and established a new school taking largely equal number of children from different communities.

Also introduced exchange programmes and joint projects to break down segregation and share good practice. Similar projects in place in Epping Forest and Solihull.

### **Birmingham**

New Academy opened in 2015 sponsored by the local university. Home to school distance measured to 4 'nodal' points to ensure a mixed intake in terms of socio-economic, ethnicity and academic ability.

- 50% of places offered to first point close to the school site.
- Remaining 50% of places offered to children living within 3 other nodal areas.



## Information from Core Cities

The following question was sent to the School admission and Scrutiny teams at the other [Core Cities](#).

**Has the Local Authority ever taken any action specifically designed to improve diversity , i.e. changed catchment areas to make them more representative, adjusted policy or procedures to take positive action to address admissions arrangement with disproportionality high or low numbers of BME or FSM children?**

The following responses were received:

Local Authority	Response received:
Newcastle	No work undertaken
Nottingham City Council	<p>No work undertaken on this specifically.</p> <p>An introductory piece of work on place planning took place in July 2015 – click <a href="#">here</a> to view.</p>
Leeds	<p>As a Scrutiny Board we have considered numbers and sufficiency, and do each year.</p> <p>A couple of years ago we had issues in the North of Leeds where there were not enough school places and parents were being offered places as schools they had not preference. There was no specific focus on BME or FSM by the Scrutiny Board.</p>
Cardiff	<p>In March 2016 the Committee reviewed the performance of Education as at Quarter 3 (click <a href="#">here</a> to view the papers and minutes). During the scrutiny of the item members questioned the admissions process and in particular the process across Faith Schools, Welsh Schools and English Medium Schools.</p> <p>Members agreed that it would be helpful if there was one co-ordinated admissions process. As a result the Chairman wrote to the Archdiocese to seek their views on a co-ordinated approach.</p> <p>The Chairman received a positive response and as such a co-ordinated admissions procedure is now being developed.</p> <p>In March 2017 the Committee has programmed to review the admissions process again</p>

# People Scrutiny Commission

17<sup>th</sup> July 2017



**Report of:** John Readman, Strategic Director – People

**Title:** Update on the Reductions to the Supporting People budget consultation

**Ward:** City wide

**Officer Presenting Report:** Lindsay Winterton, Interim Principal Commissioning Manager (Adults)

**Contact Telephone Number:** 0777 096 8419

## Recommendation

It is recommended that the People Scrutiny Commission note the update on the live consultation on the options of how to make a £1.8m budget reduction on Supporting People services.

## Summary

Bristol City Council approved its budget in February 2017. Reluctantly, one of the identified areas was a requirement to reduce the spend on Supporting People services. The council currently spends £7.2m on these services every year, but there is a need to reduce spend by £1.8million - equivalent to 25 % of the total budget. The required savings are £643k in 2017/18 with a further £1.16m reduction in 2018/19.

Twelve weeks consultation commenced on 13 June 2017 and will close on 5<sup>th</sup> September 2017 and is focussed on the proposals of **how** to achieve the required year on year savings of £1.8m. We are seeking views on our proposals from people who use Supporting People services, council staff and organisations who provide these services in the independent and voluntary sectors as well as the general public.

People can tell us their views by completing a survey, taking part in consultation meetings, or by emailing us. We will publish and make widely available what people tell us and what we plan to do next. A report to Cabinet will include material about what we have found out from this consultation and how we have taken responses in to account in the recommendations to Cabinet.

## The significant issues are to note the process detailed consultation documents

These are available in alternative formats and on Bristol City Council's website at:

<https://bristol.citizenspace.com/people/reductions-to-supporting-people-budgets/>

## 1. Policy

### What are Supporting People Services?

Supporting People services are free and available to help a wide range vulnerable people live more independently. This is a prevention service providing early intervention support which in many cases avoids the need to access higher level and higher cost services. Examples of how the money is used include:

- buying services that help people to remain independent
- supporting people who may become homeless without this help
- helping people keep a tenancy
- stopping people needing more social care

There are a diverse range of services run by a number of different organisations provided by the council and the independent and voluntary sectors. These include:

- supported living accommodation for people with mental health issues or a learning disability
- sheltered housing
- advice services
- a range of “floating support” that supports people in their own homes

The development of new affordable ways of delivering Supporting People services will be through encouraging people to become more independent and supporting access to employment and skills training. We will continue to focus on safeguarding our most vulnerable people, preventing crisis and improving outcomes with the aim of reducing reliance upon more costly and complex services.

## 2. Consultation - internal and external

The Reductions to the Supporting People budget consultation document makes reference to the type of services, number of service users and current budget. There are 11 types of services delivered by 47 different providers including some council provided services. Budget reductions within these services could impact on:

- vulnerable people in need of housing related support services
- some council staff who provide directly managed Supporting People services
- independent and voluntary sector providers and their staff
- carers and people who support vulnerable adults

## 3. Context

### Reductions to the Support People budget

The decision to implement the budget reduction of £1.8 m against these services was made at the meeting of Full Council on 21st February. Public consultation commenced on 13<sup>th</sup> June 2017 and makes suggestions on how the reductions could be split across all the different services and requests further suggestions on other ways we could consider to reduce the costs to the council of the services.

A summary of the four suggested options on how we can make savings is illustrated in the table below:

No.	Option	Description
A	Reduction of 25% for all services	All services will need to reduce either the number of people they help, or the level of support they can offer. They will probably have to reduce staff numbers as well.
B	No reductions to Accommodation Based services and some low level Mental Health and advice support. Reduction of 49% to all Floating Support services	This will mean there is no reduction to accommodation places and would protect people with high levels of need. But there would be significant reductions in the floating support services on offer.
C	A reduction of no less than 6% across all services and further reductions based on specific criteria.	These criteria are: how complex the needs are of the people that service supports, Mayoral priorities, highly specialist services, cost per service user. This option allows more targeted reductions.
D	Application of criteria to determine the reductions but with a maximum reduction of 51% applied to any service area	This means that we'll apply the same criteria as described in Option C, but ensure that no one service area will have reductions greater than 51%. This will mean some services will need to take a higher level of reduction than in Option C.

The full consultation document provides further detail on what the impact of each option could be and is available on the council website and is attached as Appendix 1.

People including service providers and service users are invited to have their say by:

- attending the wider Neighbourhood Consultation Events as well as bespoke Supporting People meetings to discuss and give their views on the proposals
- completing the online survey – attached as Appendix 2 in the form of a survey booklet
- writing to us at [supporting.people@bristol.gov.uk](mailto:supporting.people@bristol.gov.uk)

All the consultation material is available on the Council's website at:  
<https://bristol.citizenspace.com/people/reductions-to-supporting-people-budgets/>

Alternative formats in braille, large print, easy read and audio CDs are available from the supporting people team.

#### 4. Proposal

It is recommended the People Scrutiny Commission note this update on the consultation process and the proposed next steps below:

- by 5<sup>th</sup> September 2017 we will have consulted on options for making the recurrent budget reductions
- by the Cabinet meeting in September or October 2017 (depending on what is arranged ) we will have analysed the consultation results with involvement from the lead cabinet member and presented them with recommendations to Cabinet
- by the end of 2017 we will have negotiated and implemented the reductions to provider budgets in line with contract conditions and notice periods
- we will progress implementation of the recommendations to deliver the required financial savings of £643,000 in 17/18 and an additional £1.157m in 18/19

#### 5. Other Options Considered

Not applicable

#### 6. Risk Assessment

It should be noted that the decommissioning of these services poses a real risk that people will enter statutory services earlier than they would have without support under Supporting People.

During consultation we will be discussing with service providers how to mitigate these risks and how services can be refocused. A measurement of success is how far we can make reductions without a resulting impact on statutory services.

This will be measured by tracking any service users entering statutory services who previously received Supporting People services and noting any increase in these numbers from the same time period last year.

#### 7. Public Sector Equality Duties

- 7a) Before making a decision, section 149 Equality Act 2010 requires that each decision-maker considers the need to promote equality for persons with the following “protected characteristics”: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation. Each decision-maker must, therefore, have due regard to the need to:
- i) Eliminate discrimination, harassment, victimisation and any other conduct prohibited under the Equality Act 2010.
  - ii) Advance equality of opportunity between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to --
    - remove or minimise disadvantage suffered by persons who share a relevant protected characteristic;

- take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of people who do not share it (in relation to disabled people, this includes, in particular, steps to take account of disabled persons' disabilities);
  - encourage persons who share a protected characteristic to participate in public life or in any other activity in which participation by such persons is disproportionately low.
- iii) Foster good relations between persons who share a relevant protected characteristic and those who do not share it. This involves having due regard, in particular, to the need to –
- tackle prejudice; and
  - promote understanding.
- 7b) The Supporting people consultation documents include an Equality Impact Assessment (EqIA) document which is available on the council website and is attached as Appendix 3.

We also plan to have focus groups to discuss the EqIA and the impact on people with protected characteristics. We will then review it at the end of the consultation and take into account all feedback on in the production of a revised document to accompany the recommendation which will go to Cabinet.

## 8. Legal and Resource Implications

### **Legal (taken from the Outline Business Case)**

It must be ensured that the Council has due regard to its public sector equality duty under the Equality Act 2010 in relation to the decisions to be made in connection with this business case.

Finally, any proposed contract variation or extension would need to comply with the Council's Procurement Rules and the Public Contracts Regulations. We would need to see copies of the contracts, and the proposals to amend these to comment on the risk of this.

\* d/w Nancy Rollason during the preparation of the consultation documents has highlighted that although the consultation is asking people to rank criteria for Options C and D, they will not be aware of the full impact on each service; and should options C and D be taken forward this could be subject to further challenge. This risk has been acknowledged by the lead member and strategic director and will be managed through the consultation process and preparation of final recommendations.

**(Legal advice provided by Sinead Willis and Nancy Rollason)**

### **Financial**

#### **(a) Revenue (taken from the Outline Business Case)**

Due to the delays in going to consultation any implementation of the changes in service and resultant reductions in contact value are at best likely to deliver two months savings in the current financial year.



**(b) Capital**

Not applicable

**(Financial advice provided by Neil Sinclair, Finance Business Partner)**

**Land**

Not applicable

**Personnel (taken from Outline Business Case)**

Given the proposed reductions to some services delivered in-house, there may be a risk of redundancy. Once the preferred option is known following consultation, HR advice should be sought on the level of risk and the best way to manage it.

**(Personnel advice provided by Alex Holly, HR Business Partner)**

**Appendices:**

- Appendix 1 – Reductions to the Supporting People budget, Consultation Document
- Appendix 2 – Survey Booklet
- Appendix 3 – Equality Impact Assessment

**LOCAL GOVERNMENT (ACCESS TO INFORMATION) ACT 1985**

**Background Papers:**

None



# Reductions to the Supporting People budget

2017/18

## Supporting People

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## **Introduction**

Bristol City Council approved its budget in February 2017. Included in the budget decided by the Full Council was the requirement to achieve budget savings across a number of identified areas.

Reluctantly, one of the identified areas was a requirement to reduce the spend on Supporting People services. The council currently spends £7.2m on these services every year, but there is a need to reduce our spend by £1.8million. The required savings are £643k in 2017/18 with a further £1.16 reduction in 2018/19.

### **1 What are we consulting on?**

We are consulting on our proposals to achieve the required year on year savings of £1.8m. This is a savings requirement of 25 % of the budget.

We will not make the final recommendations to Cabinet (the governing body of the council made up of elected councillors responsible for decisions on all council services), until we have consulted with everyone involved to develop new, affordable ways of delivering Supporting People services.

By encouraging people to become more independent and supporting access to employment and skills training, we will continue to focus on safeguarding our most vulnerable people, preventing crisis and improving outcomes with the aim of reducing reliance upon more costly and complex services.

### **2 How will we consult people?**

We will be asking for views on our proposals from people who use Supporting People services, council staff and organisations who provide these services in the independent and voluntary sectors as well as the general public.

People can tell us their views by completing a survey, taking part in consultation meetings, by emailing or telephoning us – we will listen to and take note of all comments.

We will publish and make widely available what people tell us and what we plan to do next. We will show where we have changed any of the proposals as a result of listening to people's views. In the case where we have not made changes, we will explain why this was the case.

We will write a report to our Cabinet which will include material about what we have found out from this consultation and how we have taken your responses in to account when developing our proposals.

### **3 How long will this consultation run for and who will it affect?**

This consultation will begin on 13 June 2017 and finishes on 5 September 2017.

This consultation affects:

- vulnerable people in need of housing related support services
- some council staff who provide directly managed council Supporting People services
- independent and voluntary sector providers and their staff
- carers and people who support vulnerable adults

### **Background information**

#### **4 What are 'Supporting People' services?**

Supporting People services are free and available to help a wide range vulnerable people live more independently. This is a prevention service providing early intervention support which in many cases avoids the need to access higher level and higher cost services.

Examples of how the money is used include:

- buying services that help people to remain independent
- supporting people who may become homeless without this help
- helping people keep a tenancy
- stopping people needing more social care

There are a diverse range of services run by a number of different organisations provided by the council and the independent and voluntary sectors. These include:

- supported living accommodation for people with mental health issues or a learning disability
- sheltered housing
- advice services
- a range of "floating support" that supports people in their own homes

The table below shows all the current services we buy with the Supporting People money and how many people use each service:

<b>Type of service</b>	<b>Number of service users at any one time</b>	<b>Current budget</b>
Advice Services Welfare Rights and Money Advice Service (WRAMAS)	134	£279,532
Supported Living Learning Disabilities (LD)/Mental Health (MH)	340	£2,699,641
Long term floating support (LD/MH)	72	£355,201
Short term Mental Health floating support	260	£1,221,620
Physical and sensory impairment supported housing	8	£111,142
Sheltered housing alarm and warden services	1593	£758,391
Older people floating support	156	£345,542
Floating support for people with HIV	24	£86,053
Physical and sensory impairment floating support	55	£274,760
Generic floating support service	280	£689,699
Community based support for Mental Health	451	£394,460

## **5 What does each service do? What might happen if we give them less money to do this?**

### **5.1 Advice services**

#### *What is provided?*

These are advice services provided by the Welfare Rights and Money Advice Service (WRAMAS), a service run by the council. They provide training, telephone support and information for support workers. They also take referrals for complex welfare benefits or debt cases and provide casework support for vulnerable people, particularly disabled people and full-time carers. The service supports people to maximise their income.

#### *What might be the impact of reductions?*

If these services are reduced significantly it will mean that fewer people benefit from the advice and therefore may get less income and be at risk of becoming homeless. We are also aware that there are other reductions to welfare rights services elsewhere which could increase the impact of any changes made to this area.

## **5.2 Supported living**

*What is provided?*

This service provides places to live with support available where they live for people with learning difficulties and for people with mental health needs. Most of the people who use these services have been living in their supported living homes for a long time.

*What might be the impact of reductions?*

A lot of the people living in supported living places have a high level of need. If we reduced the budget then some places where people live could close and service users may have to be re-housed in residential care or other supported living services (but not paid for from the same budget) – these places might be more expensive.

## **5.3 Long term mental health and learning disabilities floating support**

*What is provided?*

This service helps people with mental health needs and/or learning disabilities to remain independent. This includes maintaining housing, support to manage physical and mental health, advice regarding welfare benefits, support with budgeting, managing debts and paying bills and help to access other services.

*What might be the impact of reductions?*

These services support people with complex and long term needs. A large reduction in the money would mean these services see fewer people. We think that this will put some people at risk of homelessness or their needs increasing.

## **5.4 Short term mental health floating support**

*What is provided?*

This service gives people with mental health issues help for a short time. This can be up to two years. It normally helps people who are having some sort of unexpected problem that means they need help to ensure that they don't lose their home. This includes maintaining housing, support to manage physical and mental health, advice regarding welfare benefits, support with budgeting, managing debts and paying bills and help to access other services.

*What might be the impact of reductions?*

If there is a large reduction then fewer people will be helped at an early stage. Without the right support at the right time they might develop a higher level of need and would then require either care or homelessness services.

### **5.5 Physical and sensory impairment supported housing ( Buckley Court )**

*What is provided?*

This service is provided directly by the Council. The service accommodates eight people who have sensory disabilities. Buckley Court supports people from age 18 upwards. It is for people to be supported for a period of time and then move out and live independently elsewhere. Some people stay here for up to five years.

*What might be the impact of reductions?*

With only eight people living there if we made big reductions to this budget the accommodation could not remain open. Current tenants would have to be found places in non-specialist supported housing (that is places that don't have specialist skills for people who have a sensory impairment) where they may not have access to such a high level of specialist support. They might find it hard to learn the skills they need to live independently.

### **5.6 Sheltered housing alarm and warden services**

*What is provided?*

This relates to sheltered housing for older people. Sometimes the only thing that is given is an alarm that people can use to get help if something goes wrong. In other places there is also a warden that comes to check that people are OK. This sort of service helps prevent future problems.

*What might be the impact of reductions?*

Reducing the money would mean that there would be less monitoring of older people living in sheltered accommodation or people may have to pay themselves for alarm services. Warden services would be reduced providing less support for tenants. For some people we may need to look at their needs to see if we need to provide alternative care

### **5.7 Older people floating support**

*What is provided?*

These are similar to other floating support services, providing a range of services to support older people to remain independent. This includes maintaining housing, support to manage physical and mental health, advice regarding welfare benefits,



support with budgeting, managing debts and paying bills and help to access other services with some specific support also around managing issues related to alcohol.

*What might be the impact of reductions?*

If there is a large reduction, fewer people will be helped at an early stage meaning that may go on to have a higher level of need, either for care or other services.

### **5.8 Floating support for people with HIV**

*What is provided?*

The service provides similar services to other floating support services but specifically for people with HIV. This includes maintaining housing, support to manage physical and mental health, advice regarding welfare benefits, support with budgeting, managing debts and paying bills and help to access other services.

*What might be the impact of reductions?*

Significant reductions would affect the number of people that the service can meet with. There are not many HIV specific services in the city. People who do not receive this support may be at risk of becoming homeless if they don't access another advice service.

### **5.9 Physical and sensory impairment floating support (Sensory Support Services)**

*What is provided?*

This service supports up to 55 people with a sensory impairment and is directly provided by the council. A lot of the staff in this service speak fluent British Sign Language and some members of staff are deaf themselves. They support people to remain independent and help them with tasks such as filling in complex forms and applications. They also provide support for things such as maintaining housing, support to manage physical and mental health, advice regarding welfare benefits, support with budgeting, managing debts and paying bills and help to access other services.

*What might be the impact of reductions?*

Significant reductions would affect how many people the service can support. These are very specialist services. People would have to be supported by other more generalist services without access to sign language, making the support task harder and the service less effective for people.

### **5.10 Generic floating support services**

*What is provided?*

These are similar to other floating support services, providing a range of services to support people to remain independent. This includes maintaining housing, support to

manage physical and mental health, advice regarding welfare benefits, support with budgeting, managing debts and paying bills and help to access other services. They are a service run by the council and are open to all people.

*What might be the impact of reductions?*

If there is a large reduction, fewer people will be helped at an early stage meaning that may go on to have a higher level of need, either for care or homeless services.

### **5.11 Community based support for mental health**

*What is provided?*

The service provides support to improve mental health in the community. It does this through a variety of different approaches including 1:1 support, community outreach, group work, training and advocacy.

The service also provides a range of support services for carers and works with harder to reach and black and minority ethnic communities.

*What might be the impact of reductions?*

Significant reductions to this service will either restrict the range of services offered or the number of people to which it is offered. People with mental health issues would have less support to help them to recover. People with mental health problems might need to access care services if their mental health needs are not addressed at an early stage.

## **6 Proposed budget reductions**

The budget amount currently spent on the Supporting People services and the proposed reduction to that budget is shown below:

<b>Total spend 2016/17 on Supporting People budget</b>	<b>Saving in 17/18 £'000s</b>	<b>Saving in 18/19 £'000s</b>
£7.2 m	643K	£1.16
Required saving	£1.8m (25% of the year on year budget)	

## 7 What are the different options to make the savings?

We have come up with four options on how we could make the savings. We are consulting you on which option you think is best or if you can suggest another way to make the savings. The four options are:

No.	Option	Description
A	Reduction of 25% for all services	All services will need to reduce either the number of people they help, or the level of support they can offer. They will probably have to reduce staff numbers as well.
B	No reductions to Accommodation Based services and some low level Mental Health and advice support. Reduction of 49% to all Floating Support services	This will mean there is no reduction to accommodation places and would protect people with high levels of need. But there would be significant reductions in the floating support services on offer.
C	A reduction of no less than 6% across all services and further reductions based on specific criteria.	These criteria are: how complex the needs are of the people that service supports, Mayoral priorities, highly specialist services, cost per service user. This option allows more targeted reductions.
D	Application of criteria to determine the reductions but with a maximum reduction of 51% applied to any service area	This means that we'll apply the same criteria as described in Option C, but ensure that no one service area will have reductions greater than 51%. This will mean some services will need to take a higher level of reduction than in Option C.

### Options C and D

We have identified criteria that we feel help us to determine how we make the savings to develop Options C and D. We think these criteria will help to determine how to make the savings in a fair and useful way, ensuring we achieve the best outcomes from the remaining budget. The consultation survey asks you to tell us how important each of the criteria is to you, using a scale of 1-5. We will use your responses to help us decide which criteria to use and how they will be applied

Further information is provided below on what the impact of each option could be.

### **Option A:**

Apply the same percentage reduction across all current services. This would mean a budget reduction of 25% across all current services.

#### *What might be the impact of this option?*

In this option it is likely that all services would have to make budget reductions to either the number of people supported or the level of support they can offer (for example seeing people for shorter periods of time). It is also likely that all services would have to make savings by reducing staff numbers

### **Option B:**

Apply a 49% budget reduction to floating support, warden and alarm services only. There would be no budget reductions to accommodation based services, the mental health community service and welfare advice service. This allows us to reach the savings target whilst protecting all supported accommodation and some low level mental health and advice services.

#### *What might be the impact of this option?*

This option would see no budget reduction in accommodation based support. This would mean no reduction to the number of accommodation places we support. This would protect people with high level of needs. It would mean significant budget reductions to floating support services in terms of both the number of people who can be supported and the intensity of that support. It could also mean significant reductions in the staff employed in these organisations. The focus would be in supporting people with the existing highest level needs.

### **Option C**

Apply a set of criteria with no upper cap. This means a budget reduction of at least 6% across all services and then **further** reductions for some of the services based on using the criteria outlined below. These criteria are:

- **How complex the needs are of the people that the service supports.** Some of these services support people who otherwise would quickly develop care needs that the council would have to provide for. Other services, although they are providing a preventative service, support people whose needs are at a lower level.
- **Mayoral priorities.** For example the Mayor has stated that `strengthening the capability of mental health services` is a priority.
- **Where there is a clear specialism in a service that cannot be delivered in another service.** An example of this is the Sensory Support Service which has workers qualified to a very high level in British Sign Language. This is a unique language and it is difficult for service users to discuss complex or

unusual issues if the person that they are speaking to is not fluent in their language.

- **Costs per service user.** Some services have high unit costs. This means that when you consider the actual cost per person who is helped the amount spent is high. In some cases this is justified but in some cases we think it may be possible for the service user to receive their needs in a cheaper way.

*What might be the impact of this option?*

Whilst a 6% budget reduction may lead to a reduction in service, we hope that most of this could be delivered through efficiency savings with minimal impact on service users.

Some services would be significantly reduced, with reductions to both the level of service and the numbers of staff employed by agencies.

#### **Option D**

This option is similar to Option C in that the same set of criteria are applied.. The difference is that in this option a maximum percentage saving is set for each service area so none will be reduced more than 51%. To accommodate this other service areas may receive a slightly higher budget reduction in order that the total saving is made

*What might be the impact of this option?*

Again the effect would be similar to Option C except that all services have a degree of protection so that none take a larger budget reduction than 51%.

## 5 What can you do now?

You can complete our survey – the details are shown below. You will be able to tell us what you think of the criteria we have suggested, what you think of our options or a completely different way of how we could make the savings.

### Hearing from you

We want to hear from you to help us understand the best way to achieve these reductions.

We have to save a minimum of £1.8m from the budget for these services and we would like your input into how we make these savings.

### How to have your say

- Complete the survey. The easiest way to do that is to find it here.  
[www.bristol.gov.uk/SupportingPeople](http://www.bristol.gov.uk/SupportingPeople)
- Write to us at  
[supporting.people@bristol.gov.uk](mailto:supporting.people@bristol.gov.uk)
- We are going to meet with as many existing groups and attend as many meetings as we can to hear your views. We will let people know that we will be attending.
- We are having meetings with the people who provide these services to hear their ideas.

# Reductions to Supporting People budgets

## Survey Booklet

This booklet contains the Reductions to Supporting People budgets survey for you to complete.

This survey runs for 12 weeks, ending **Tuesday 5 September**.

If you have internet access please do this online at **[www.bristol.gov.uk/supportingpeople](http://www.bristol.gov.uk/supportingpeople)**

Important Information – please read first. To help make sure you give us an informed response, before answering any questions please read about our proposals and consider all of the information we have provided. This can be found online or in two printed booklets:

- Reductions to Supporting People budgets – Consultation Document
- Reductions to Supporting People budgets – Equalities Impact Assessments

When you are finished you should return this booklet only to us using the freepost envelope provided. If you don't have a freepost envelope, you can send it to us at:

**Freepost RTKJ-SGBZ-ULSH**  
**Supporting People**  
**Public Relations, Consultation and Engagement (City Hall)**  
**Bristol City Council**  
**PO Box 3176**  
**BRISTOL**  
**BS3 9FS**





# Reductions to Supporting People budgets

## Introduction

Due to reductions in central government grant and the needs of a growing and ageing population, the council will have less money to provide services in Bristol over the next five years.

We consulted on which service areas would be reduced from October 2016 - January 2017 and in February 2017, the Full Council decided to reduce the Supporting People budget by £1.8m.

Now we need to decide how to make the savings. This is where you come in.

This questionnaire is part of our formal consultation with everyone involved where we gather your views on the options that we have set out and your ideas on new ways that these services can be delivered.

You will have an opportunity to comment on specific services at the end of the questionnaire.

## What this means for the service

This budget reduction means we need to rethink the way we fund Supporting People services.

There are a number of different services funded from the Supporting People budget, including services such as:

- supported living accommodation for people with mental health issues or a learning disability
- sheltered housing
- advice services
- a range of "floating support" that supports people in their own homes.

In order to continue to deliver support services as effectively as possible, we need to consider a number of different ways of reducing the budget to these services.

For further information, please read the Supporting People Consultation document, either in hard copy or at [www.bristol.gov.uk/supportingpeople](http://www.bristol.gov.uk/supportingpeople)

## Next steps

The responses will be analysed and your feedback, along with the views of other local groups and partners and the results of our Equalities Impact Assessments, will be taken in to consideration in developing a set of final proposals that match local needs wherever possible. The proposals will be put to the Mayor and his Cabinet to make a final decision. In making their decision they will also take in to consideration consultation responses and Equalities Impact Assessments.

The consultation results and the council's decision on how to deliver future services will be published later in 2017 or early 2018.





## About you

We would like to receive feedback from people with as wide a variety of views and needs as possible in Bristol. To help us understand if we have reached all communities who may be affected by the proposed changes to services in Bristol it would be very helpful if you could complete the following 'About You' questions.

Information provided will be treated confidentially and in accordance with the Data Protection Act 1998 and only used to ensure that everyone is treated fairly. All questions are voluntary.

**Do you use, live in or work for one of our services?**

**If you use or are a carer for someone who uses one of our services, please tick below:**

Service name:	I use or live in one of these places:	The person I care for uses this service:
Ashworthy Floating Support Service		
Abbeyfield Bristol Society - Sheltered Housing		
Affinity Sutton Homes Community Alarm services		
Age UK - Floating Support - Short term		
Age UK - Floating Support Long Term		
Alliance - Floating Support to Older People with Mental Health Problems		
Penfield Court		
Monks Park Ave		
Falcondale Road		
The Brandon Trust Floating Support Service		
Brigstowe Project - Floating Support		
Orchard Homes		
Bristol City Council - Money Advice Support Service		
Bristol City Council -Welfare Rights Support Service		
Shared Lives		
Buckley Court		
Bristol City Council - Sensory Support Service		
Bristol City Council - Community Support Team		
Brunelcare Alarm Only Service		
Brunel Care - Sheltered Housing Floating Support		
Brunel Care - Floating Support for Older People with Dementia		
Choisy Care		
Cintre Reachout		
Curo - Sheltered Housing - Alarm Only		
Dimensions Support Services		
Freeways Floating Support Service		
Apsley Garden Apartments		

Service name:	I use or live in one of these places:	The person I care for uses this service:
Housing 21 Sheltered Housing		
Manor Community Supportive Living		
Keyring Living Support Networks		
Strathearn Drive		
Knightsone Mount		
Knightstone Housing - Sheltered Housing		
Lifeways Community Care - Supported Living Service		
Maples Community Housing		
Aspects & Milestones Floating Support Service (variable hours)		
Missing Link - Mental Health Floating Support Service		
New Beginnings Bristol Ltd		
Places for People - Mental Health Floating Support Service		
Places for People - Sheltered Housing - Warden Support		
Places for People - Sheltered Housing Alarm Only		
Raphael House		
Mencap Floating Support Service		
S.I.L.S Stepping Stones to Independence		
Stoneleigh House		
Second Step Housing - Supported Housing - Permanent		
Silva Care Support		
Sovereign Community Alarm Service		
St Monica Trust Sheltered Housing		
St Mungoes - Mental Health Floating Support Service		
Supported Independence - Floating Support		
Supporting Options Ltd		
Rockingham Gardens		
The Guinness Trust - Sheltered Housing with Warden support		
Avondown Close		
The Guinness Trust Community Alarm Services		
Roshni Ghar Alarm Service		
Roshni Ghar Floating Support		
United Housing Association Community Support		
Filwood and the Flat		

**If you work for one of the services, please tick below:**

Service name:	I work for:	Service name:	I work for:
3 Trees Community Support Ltd		Abbeyfield Bristol Society	
Affinity Sutton Group Ltd		Age UK Bristol	
Alliance (took over Carers Trust Phoenix Ltd contracts)		Anchor Trust	
Brandon Trust		Brigstowe Project	
Bristol Charities		Bristol City Council	
Brunelcare		Choisy Care Ltd	
Cintre Community		Curo	
Dimensions (UK)		Freeways Trust Ltd	
HF Trust Ltd		Housing & Care 21	
Improving Prospects Ltd (t/a Manor Community Supportive Living)		Keyring	
Knightstone Housing Association		Maples Community Housing Ltd	
Lifeways Community Care Ltd		Missing Link	
Milestones Trust		Places for People	
New Beginnings Bristol Ltd		Rethink	
Raphael House		S.I.L.S Stepping Stones To Independence	
Royal Mencap Society		Second Step Housing Association	
Sanctuary Housing Association		Sovereign Housing Association Ltd	
Silva Care Ltd		St Mungoes Broadway	
St Monica Trust		Supporting Options	
Supported Independence		United Housing Association	
The Guinness Trust		Willowbank Care Ltd	

**If you are another stakeholder, please tick below:**

CCG NHS	
Councillor - Bristol City Council	
The Care Forum	
Substance Misuse Services	
Supported Housing Forum	
Bristol Carers Voice	
Other	

**If other, please specify:**

**What is your postcode?:**

**I am interested in the budget consultation because I am a (Tick all that apply):**

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Resident                   | <input type="checkbox"/> Health / social care provider | <input type="checkbox"/> Other <i>(please specify)</i> |
| <input type="checkbox"/> Business owner             | <input type="checkbox"/> Housing Association           |  |
| <input type="checkbox"/> Voluntary Community Sector | <input type="checkbox"/> Transport provider            |  |
| <input type="checkbox"/> Elected member             | <input type="checkbox"/> Bristol City Council employee |  |

**If other, please specify:**

**What is your age group?:**

- |                                   |                                  |  |
|-----------------------------------|----------------------------------|--|
| <input type="checkbox"/> Under 18 | <input type="checkbox"/> 45-64   | <input type="checkbox"/> Prefer not to say |
| <input type="checkbox"/> 18 – 24  | <input type="checkbox"/> 65-74   |  |
| <input type="checkbox"/> 25-44    | <input type="checkbox"/> Over 75 |  |

**What is your gender?:**

- |                                 |                               |  |
|---------------------------------|-------------------------------|--|
| <input type="checkbox"/> Female | <input type="checkbox"/> Male | <input type="checkbox"/> Prefer not to say |
|---------------------------------|-------------------------------|--|

**Are you transgender?:**

- |                              |                             |  |
|------------------------------|-----------------------------|--|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Prefer not to say |
|------------------------------|-----------------------------|--|

**What is your ethnicity?:**

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> White British background | <input type="checkbox"/> Black / Black British | <input type="checkbox"/> Prefer not to say |
| <input type="checkbox"/> Other white background   | <input type="checkbox"/> Asian / Asian British |  |
| <input type="checkbox"/> Mixed / Dual Heritage    | <input type="checkbox"/> Other ethnic group    |  |
- 

**Are you disabled?:**

- |                              |                             |  |
|------------------------------|-----------------------------|--|
| <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Prefer not to say |
|------------------------------|-----------------------------|--|
- 

**What is your religion?:**

- |                                      |                                 |   |
|--------------------------------------|---------------------------------|---|
| <input type="checkbox"/> No religion | <input type="checkbox"/> Hindu  | <input type="checkbox"/> Sikh                         |
| <input type="checkbox"/> Christian   | <input type="checkbox"/> Jewish | <input type="checkbox"/> Any other religion or belief |
| <input type="checkbox"/> Buddhist    | <input type="checkbox"/> Muslim | <input type="checkbox"/> Prefer not to say            |
- 

**What is your sexual orientation?:**

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Heterosexual (straight) | <input type="checkbox"/> Lesbian, Gay or Bisexual | <input type="checkbox"/> Prefer not to say |
|--|---|--|
-



# What we are proposing

**We have identified four options to manage the reduction in budget. We are also open to suggestions of other ways of managing this reduction (please see question 3 in the survey).**

**These options are:**

No.	Option	Description
A	Reduction of 25% for all services	All services will need to reduce either the number of people they help, or the level of support they can offer. They will probably have to reduce staff numbers as well.
B	No reductions to Accommodation Based services and some low level Mental Health and advice support. Reduction of 49% to all Floating Support services	This will mean there is no reduction to accommodation places and would protect people with high levels of need. But there would be significant reductions in the floating support services on offer.
C	A reduction of no less than 6% across all services and further reductions based on specific criteria.	These criteria include: how complex the needs are of the people that service supports, Mayoral priorities, highly specialist services, cost per service user. This option allows more targeted reductions.
D	Application of criteria to determine the reductions but with a maximum reduction of 51% applied to any service area	This means that we'll apply the same criteria as described in Option C, but ensure that no one service area will have reductions greater than 51%. This will mean some services will need to take a higher level of reduction than in Option C.



# Reductions to Supporting People budgets

## Tell us what you think

**We identified some criteria that we feel help us to determine how we make the savings.**

**We used these to develop Options C and D. We think these criteria will help us determine how to make the savings in a fair and useful way, ensuring we achieve the best outcomes from the remaining budget.**

Criteria	Explanation
How complex the needs are of the people that the service supports	Some of these services support people who otherwise would quickly develop care needs that the council would need to provide for. Other services, whilst providing a preventative service, support people whose needs are at a lower level.
Mayoral Priorities	The Mayor has stated that making sure that there are support services for people with mental health issues is very important.
Where there is a clear specialism in a service that cannot be delivered in another service	An example of this is the Sensory Support Service which has workers qualified to a very high level in British Sign Language. This is a unique language and it is difficult for service users to discuss complex or unusual issues if the person that they are speaking to is not fluent in their language.
Costs per person using the service	Some services have high unit costs. This means that when you consider the actual cost per person using the service the amount spent is high. In some cases this is justified but we think that people may be able to get what they need in alternative and cheaper ways.

**1. Please tell us how important each of the criteria is to you:**

	Very Important	Important	Moderately Important	Slightly Important	Not Important
How complex the needs are of the people that the service supports	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mayoral Priorities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Where there is a clear specialism in a service that cannot be delivered in another service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Costs per person using the service	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Now let us know if you have any suggested criteria of your own that could be applied across all the services:**

## Options

**2. We are proposing 4 different options for how the savings could be achieved.**

**Please rank the 4 options in order of preference (1,2,3,4) with 1 being your most preferred and 4 being your least preferred.**

Option	Rank
Reduction of the same amount ( 25%) for all services	
No reductions to Accommodation Based services. Reduction of 49% to all Floating Support services	
A reduction of a minimum of 6% across all services and further reductions based on specific criteria	
Application of criteria to determine the reductions but with a maximum reduction of 51% applied to any service area	

**3. If you have any other ideas regarding how we could make the savings from this budget please let us know:**



**4. We would like to hear your ideas about how communities could support the people affected by these changes.**

**For example, are you part of a group that have ideas on how you could help?**

**Do you have skills or networks that could help some of our vulnerable citizens?**

**Let us know here which groups and which services you could help – and how.**

- Supported Living (Learning Disabilities/Mental Health)
- Sheltered Housing Alarm and Warden Services
- Long Term Floating Support (Learning Disabilities/Mental Health)
- Short Term Mental Health Floating Support
- Sensory impairment - Supported Housing
- Sensory Impairment - Floating Support
- Older People Floating Support
- Floating Support for People with HIV
- Community based support for mental health
- Generic Floating Support Service
- Advice Services (Welfare Rights & Money Advice)

**How can you help?:**

**5. If you have any specific comments about individual services or providers we'd like to hear from you. You can comment on as many services / providers as you like:**



# Social action and volunteering

**Are you interested in volunteering?** Yes  No

**Would you be willing to help out in any of the following ways? Tick all that apply.**

- Help look after your neighbourhood and local parks
- Help a neighbour
- Volunteer for local groups and charities
- Work with local groups to take over the running of a local facility or service
- Volunteer in museums, galleries or archives
- Volunteer in leisure centres and sports groups
- Help out during/after a major incident (natural disaster, emergency etc.)
- Other **If other, please specify:**

**5.** Please give us your name and email address if you would like us to contact you with information about volunteer opportunities. If you have no email address, please provide us with your home address.

Name:

Email address:

House number:

Road:

District:

Postcode:

You can also find out more about volunteer opportunities on the Council or VOSCUR websites.

Please state if you use or support someone else who uses each of the following services  
(please tick all that apply):

	I use	I support someone else who uses
Bristol Community Links	<input type="checkbox"/>	<input type="checkbox"/>
Neighbourhood partnerships	<input type="checkbox"/>	<input type="checkbox"/>
Public libraries	<input type="checkbox"/>	<input type="checkbox"/>
Public toilets	<input type="checkbox"/>	<input type="checkbox"/>
School crossing patrols	<input type="checkbox"/>	<input type="checkbox"/>

## Bristol City Council Equality Impact Assessment Form

Name of proposal	Supporting People Service
Directorate and Service Area	People – Adults - Strategic Commissioning
Name of Lead Officer	Netta Meadows

### Step 1: What is the proposal?

#### 1.1 What is the proposal?

The People Directorate of the City Council spends £7.2m on housing-related and preventative support to vulnerable people (formally called 'Supporting People').

These services are not statutory, however some of them are very immediate to statutory eligible care needs (particularly accommodation-related 'supported living' schemes for services users with learning disabilities, which cost £3m pa). The withdrawal of these services would immediately lead to service users being referred for statutory care as the service users are at a level of complexity that would make them eligible for support.

Reductions are conceivable in the remaining services, which predominantly comprise:

- Short term floating support, to clients with mental health needs, older people, HIV, physical/sensory disability or generic needs.
- Sheltered housing and alarms for older people.
- There is also a separate mental health service commissioned to support statutory care (£394k) where reductions could be achieved if conducted at the same time. This is not former Supporting People money but the services provide a similar function

Most services are provided by voluntary and community organisations, though some are provided in-house by City Council services.

Contracts – where required – had extensions applied extending the services until 30th Sept 2017. Further extensions can be applied where necessary. Agreed negotiated changes can be made within this period. Variations with notice can be made with 28 days notice. All contracts need 6 months notice for termination.

(Please note: These proposals exclude the Home Improvement Agency, where a framework contract is in place to September 2018, and a commissioning plan is already being developed to continue to procure jointly this with other Local Authorities following a Health and Wellbeing Board decision in 2016.

**Description of proposal:**

The reductions to each service are subject to public consultation. The level of reduction to each service will not be agreed until after the consultation based on feedback from that and officer and member recommendation.

***Type of saving:***

Reduction in provision to vulnerable people, by targeting support only where support is most likely to reduce the need for statutory care.

**Step 2: What information do we have?****2.1 What data or evidence is there which tells us who is, or could be affected?**

Bristol City Council completes a Joint Strategic Needs Assessment for the whole city on an annual basis. The Joint Strategic Needs Assessment is an on-going process to identify the current and future health and wellbeing needs of the local Bristol population. The Joint Strategic Needs Assessment uses a range of sources to compile its statistics, including the Office of National Statistics and local data such as information obtained from Public Health colleagues within the city.

Bristol is a rapidly growing city. Bristol ranks as one of the healthiest of the Core Cities; however the overall citywide picture can hide the difference in experiences for different areas and population groups within the city. There are areas of Bristol that are very affluent and areas that rank amongst the most deprived in the country. Where you live in Bristol can be seen as one of the biggest factors affecting your health and wellbeing. The services within this proposal will affect service users across the city.

Providers of these services submit equalities information about each service user that enters their service. This information is submitted to the University of St Andrews, Centre for Housing Research. This information is based on the information given by service users & collated and compiled into an online database. Reports generated from this database, contain the number and percentage of service users from different equalities groups who access these services. The reports generated from the St Andrews online database, do not contain information about all service users within the service at that time. Service users also have the right to refuse to provide the information. The information generated from the report will therefore not be completely representative.

**Advice Services ( Welfare Rights and Money Advice Service - WRAMAS)**

There are currently 134 service users.

Service users in this group have a high representation of people with mental health issues. Further analysis of data is needed to establish whether any other groups with protected characteristics are over represented. However it is highly likely that there is a high representation of poorer citizens in this group due to the nature of the service.

**Supported Living ( Learning Disabilities / Mental Health )**

There are currently 340 service users.

Service users in this group will either have Learning Disabilities or Mental Health issues – or both. There is no indication at this stage that any other group with a protected characteristic is over represented.

**Long Term Floating Support ( Learning Disabilities / Mental Health )**

There are currently 72 service users..

Service users in this group will either have Learning Disabilities or Mental Health issues – or both. There is no indication at this stage that any other group with a protected characteristic is over represented.

**Short Term Mental Health Floating Support**

There are currently 260 service users.

Service users in this group will have Mental Health issues. There is no indication at this stage that any other group with a protected characteristic is over represented.

**Physical and Sensory Impairment Supported Housing**

There are currently 8 service users.

Service users in this group will have physical or mental disability. The ratio of men to women is on average 1:2 . Users are normally of working age. There is no indication at this stage that any other group with a protected characteristic is over represented.

**Sheltered Housing / Alarm only Services**

There are currently 1593 service users.

Service users in this group will have Mental Health issues. There is no indication at this stage that any other group with a protected characteristic is over represented.

### **Older People floating support**

There are currently 156 service users.

Service users in this group will all be older people and many are likely to have physical and mental impairments. There is no indication at this stage that any other group with a protected characteristic is over represented.

One of the services within the proposal is specifically for BME service users, therefore service users within this service will be disproportionately affected. Despite being a small service, it is important to recognise the impact this proposal may have on BME service users and any mitigation to take this into account.

### **Floating Support Service for people with HIV**

There are currently 24 service users.

Service users in this group are predominantly African nationalities, recent migrants to the UK, have HIV and at risk of homelessness. There is no indication at this stage that any other group with a protected characteristic is over represented but it is important to recognise the impact this proposal may have on the BME service users and any mitigation to take this into account.

### **Physical and Sensory Impairment Floating Support**

There are currently 55 service users.

Service users in this group will have a physical or sensory impairment. There is no indication at this stage that any other group with a protected characteristic is over represented.

### **Generic Floating Support Service**

There are currently 280 service users.

On average over 25% of this group have a mental illness and or physical disability and approx 20% have a learning disability. There is no indication at this stage that any other ( 17% recorded as BME with the Bristol average being 16% ) group with a protected characteristic is over represented although it is noted that religion and sexual orientation is poorly recorded.

### **RETHINK**

This is an open service and service user numbers are not available.

Service users in this group have mental health issues. There is no indication at this stage that any other group with a protected characteristic is over represented.

## 2.2 Who is missing? Are there any gaps in the data?

It is recognised that the information on certain protected characteristics is limited. Providers of these services submit equalities information about each service user that enters their service. This information is submitted to the University of St Andrews, Centre for Housing Research. This information is based on the information given by service users & collated and compiled into an online database. Reports generated from this database, contain the number and percentage of service users from different equalities groups who access these services. Service users have the right to refuse to provide the information. The information generated from the report will therefore not be completely representative.

## 2.3 How have we involved, or will we involve, communities and groups that could be affected?

Once proposals have been finalised, commissioning will consult with equalities groups, particularly those that advocate for disability groups, service users, carers and stakeholders. A project team is currently making plans for a consultation to take place.

### **Step 3: Who might the proposal impact?**

#### 3.1 Does the proposal have any potentially adverse impacts on people with protected characteristics?

### **Service Users**

Across all the streams of work almost all groups with protected characteristics may be affected in some way with a particular emphasis on older people, people with learning disabilities and people with mental health issues. Most people accessing the floating support service need help accessing benefits and losing this support is likely to lead to an increased risk of homelessness among this group.

### **Staff**

The bulk of staff employed to deliver these services are employed by external agencies. Staffing figures and characteristics are not regularly reporting through performance monitoring. However the Sensory Support Service is a council team and many of the members have a sensory impairment. A reduction in this service could result in redundancies for these staff.

When the proposed reductions were announced, service users and providers responded raising the following issues. These will all be taken into account and explored in the public consultation :

#### a) Reductions to sensory support service

- Deaf community already risk isolation since the closure of the deaf club – reduction in sensory support service will increase this
- Sensory support service provides highly skilled communication facilities the only place deaf service users can go to for help where they can communicate in their 1<sup>st</sup> language. Many of the staff in the service are deaf and so they provide a trusted service to the deaf community – many of whom have a low level of education.
- Using the council web site is not an option for many people due to the heavy use of english which is not easily understandable to some deaf citizens
- Attending the Temple St customer service point is not an easy option for many deaf citizens due to the delays and difficulties in booking a sign language interpreter
- Visually impaired people rely on the Sensory Support Service to support their independent living.
- The Sensory Support Service are well informed about the specifics of benefits from sensory impaired citizens and so can support them with form completion and benefit challenges.
- The Sensory Support Service often provides early intervention for deaf



citizens who often have low educational attainment and have difficulty understanding written English. A reduction in service will result in deaf citizens suffering needless worry and stress when they cannot obtain support to get clarification on a query and so impact upon their wellbeing .

- The reduction in the Sensory Support Service will increase costs for the council as a member of staff and a sign language interpreter will be needed for every meeting where a deaf person has a query – which may just be a simple question about a letter that they have received. Basic sign language skills to level 1 or 2 are not sufficient for true communication and often lead to misunderstandings.

#### b) Long Term Floating Support ( Statement from SiLS)

We have already been experiencing cuts from funding for some years. No more efficiency to be gained. This cut will mean no further housing services can be provided leaving adults with learning disabilities and/ or mental health issues vulnerable to homelessness or loss of independence. This will present further pressure back on the council in the future in supporting these citizens.

#### c) HIV support Services

- These proposals and the accompanying EqlA were not prepared with consultation with the community and therefore don't contain all the necessary information of the effects.

### 3.2 Can these impacts be mitigated or justified? If so, how?

Service users will be directed to other options for services where this is available and appropriate such as the service users currently with the Physical and Sensory and HIV floating support services who can use other less specialised services.

Where appropriate the impact will be mitigated by offering the option of self-funding to keep the service (such as the alarm service) and making better use of assistive technology. This is unlikely to provide a total mitigation

Where a charge is offered service users with higher support needs will be assessed for a generic floating support service.

Part of the consultation with service providers will cover helping them to explore other partnerships and opportunities to deliver the service despite the reduced funding from the council.

In addition the consultation will look at whether the reductions in funding are being applied in the most appropriate way.

The consultation will take place via :

- Individual meetings with some providers – or group meetings with providers commissioned for the same service
- An on line survey – advertised to service users via providers and other 3<sup>rd</sup> sector outlets who have known contact with service users
- Meetings with service users where most appropriate
- Meetings with other stakeholders

3.3 Does the proposal create any benefits for people with protected characteristics?

None identified

3.4 Can they be maximised? If so, how?

N/A

#### **Step 4: So what?**

4.1 How has the equality impact assessment informed or changed the proposal?

The original proposal had already defined how the budget reductions would be applied across the services. This will now be a matter for consultation in order to ensure that the effect of the reductions on the most vulnerable is minimised as much as possible .

#### 4.2 What actions have been identified going forward?

- A consultation will be taking place to assess how best to implement the reductions. For example we may look at engaging with providers about how they can focus and prioritise services on the most vulnerable.
- Actions to mitigate the impact will be looked for at each stage.
- It has been noted that an equalities impact assessment addresses issues relating to protected characteristics but overlooks the issue of class or socio-economic groups. These reductions are likely to have more impact on lower social economic groups and this impact will be addressed in the consultation.
- For many of the service users an increased use of assistive technology will help to mitigate the impacts. There is currently an assistive technology project in place which is promoting the increased understanding and deployment of this. However the lead officer on this project is about to leave the business and no authority has been given to recruit a replacement which could reduce the benefits in this area. The impact of this loss will be monitored and other solutions looked for to continue this development.
- Particular solutions will need to be identified for service users with sensory impairment – particularly the deaf and deaf/blind where communication in english (written or spoken) can present a barrier . Solutions will be looked for as part of the consultation.
- All providers have been accredited to provide housing related support services. The accreditation process ensures that all providers have an up to date equalities policy which is reviewed on a minimum of every 3 years or more frequently were appropriate (i.e. changes to legislation).
- All services have to meet the minimum standards of the Supporting People Quality Assessment Framework (QAF) as part of their contract. Providers have to review & submit their QAF on a regular basis and/ or when they are under review by the Quality & Review Team. Within this QAF, the providers have to confirm & evidence that their equalities policy is up to date & that all their staff cover equalities & diversity within both

their induction & training & this is kept up to date.

- The impact of the proposals will be measured throughout the decommissioning process. Any actions will be conducted in partnership with relevant internal departments, providers and relevant agencies to ensure that those service users of protected characteristics affected are provided with support from a relevant service. Not all service users will be mitigated from the impact of this proposal due to eligibility for services.