

School Place Planning and School Admissions in Bristol

**Scrutiny Workshop
19th Dec 2016**



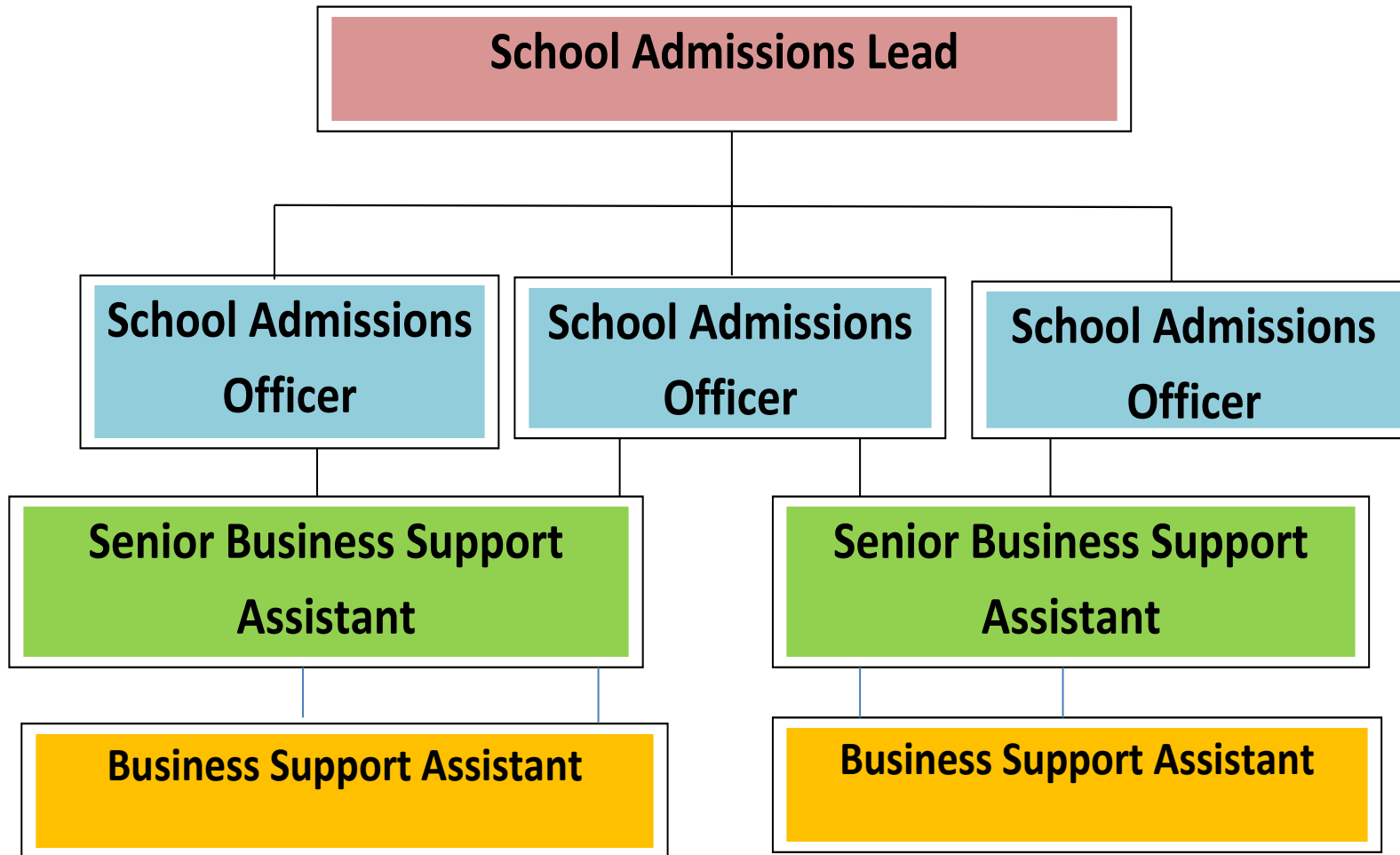
Quiz

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?

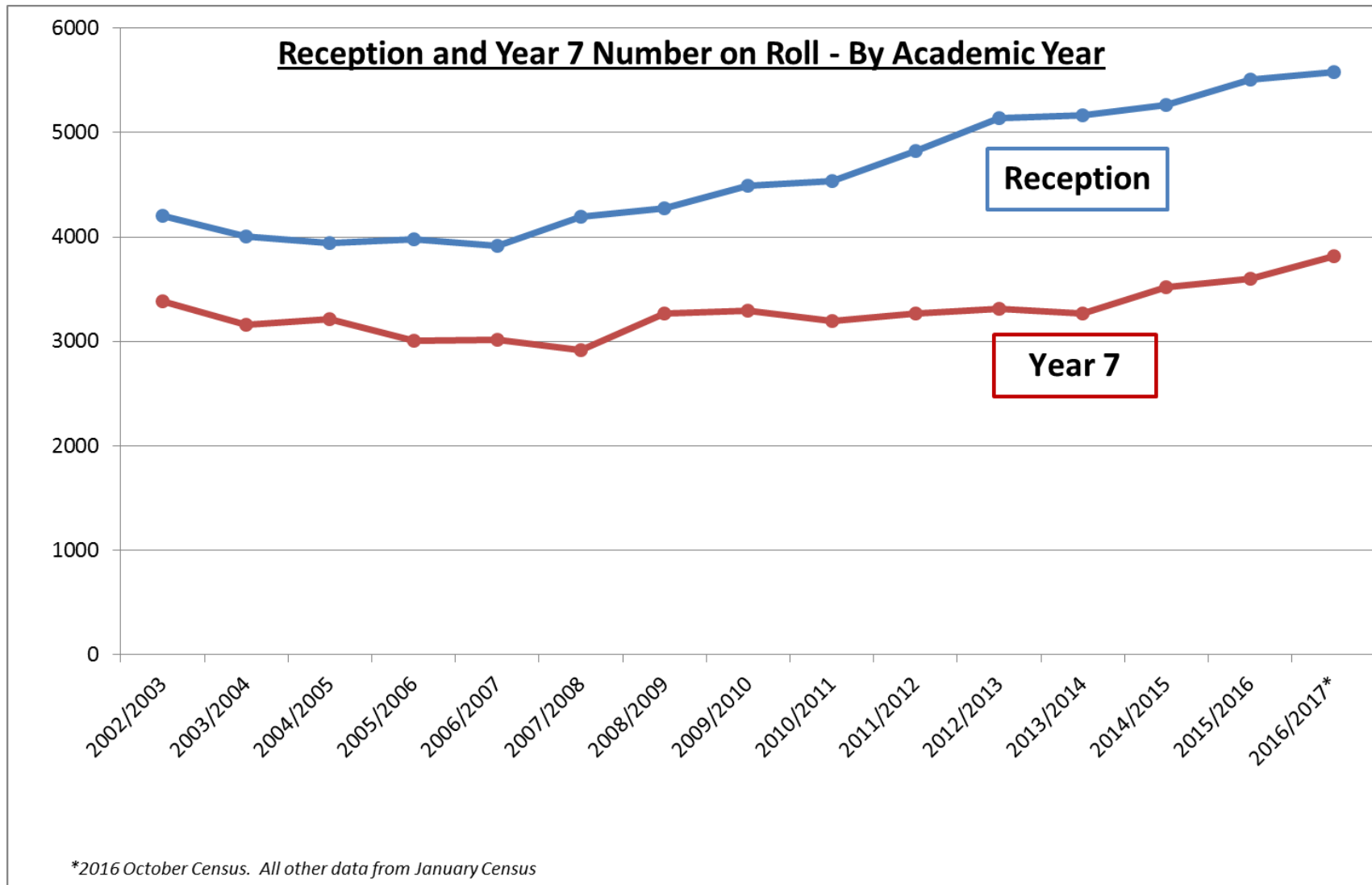
Quiz (2)

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 ?

School Admissions Structure Chart



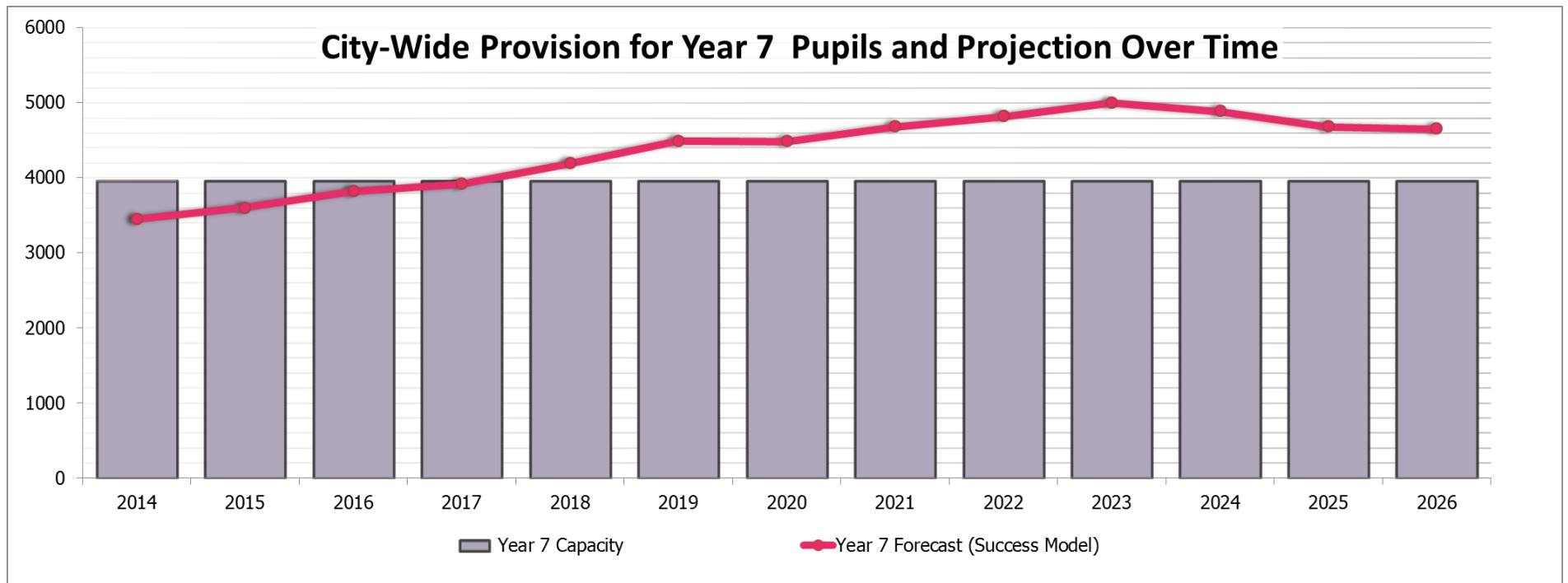
School Place Planning



School Place Planning

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

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

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
May 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.
Hareclive 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

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

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

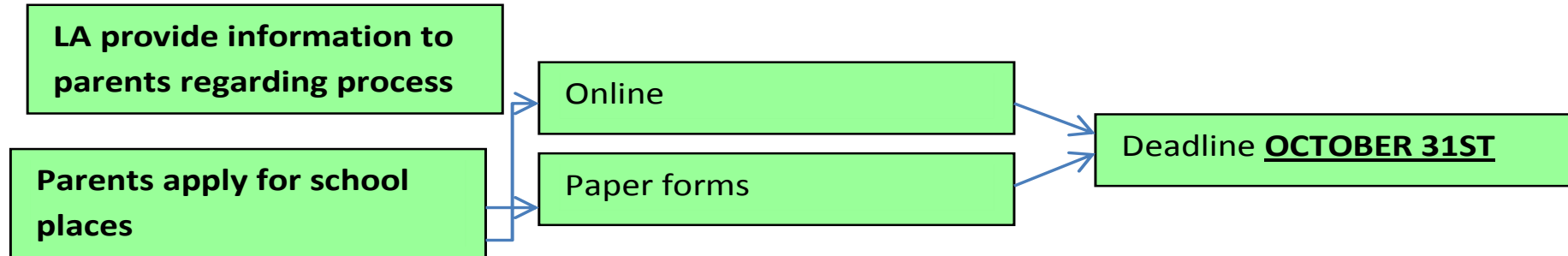
- Not applying by the closing date.
- No need to apply by the closing date as school always has places. This is not the case with many of Bristol Schools.
- Belief that places are offered on a first come basis.
- Priority is given to first preference applications.
- Belief that places are held back for 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.

Common mistakes page 2

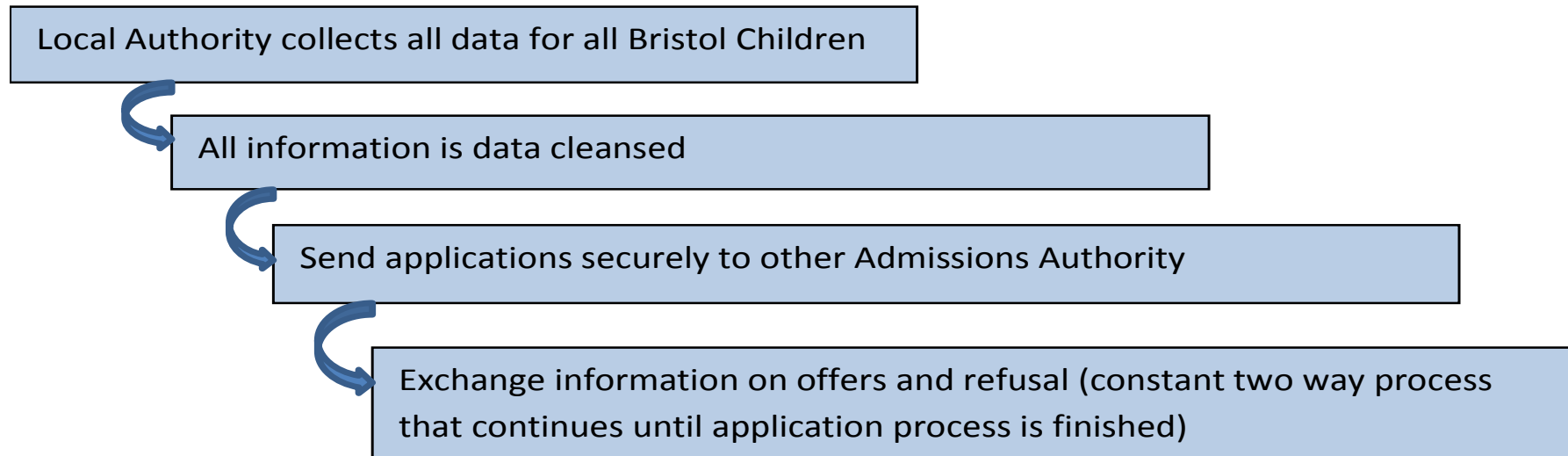
- Not visiting school / Not aware of where school is located.
- Not considered cost of school travel, travelling time, or method of travel.
- Expressing a preference for only one school.
- Make unrealistic applications as feel have a good chance at appeal.
- Perception of a 'good' and 'poor' school. 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?

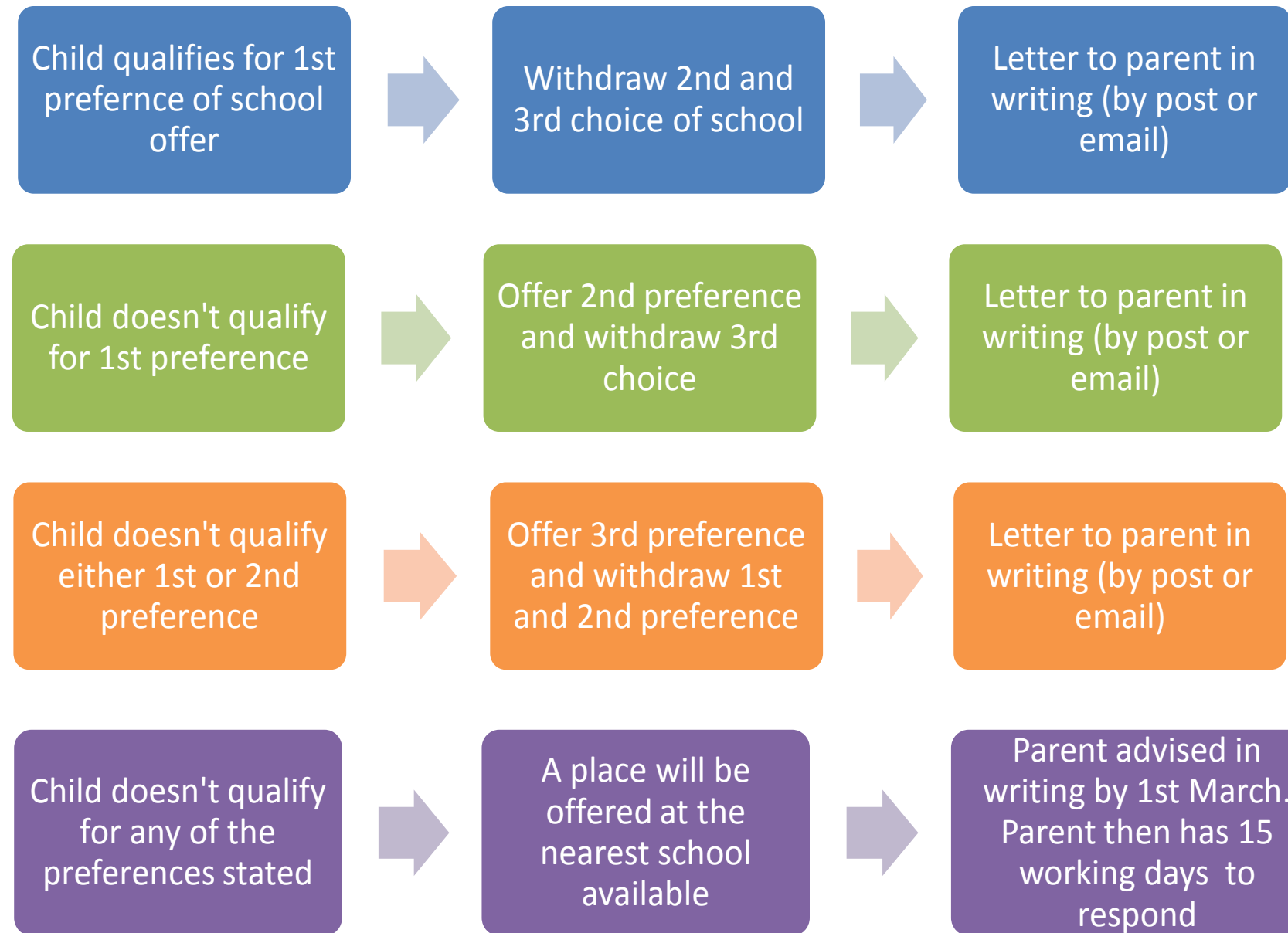
1st stage of Process – Applications for School Places



2nd Stage of Process – Data Collection and Collation



3rd Stage of Process – first round of processing parental preferences



4th 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

5th Stage of Process – 2nd 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	

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

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.

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

- 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

- 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 at 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

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?