

## SCHOOL ADMISSIONS FORUM 20 APRIL 2005

Present: Ian Samways – Co-opted (in the Chair)  
 Councillors MacDonald, Wynn and Khan  
 Alison Brown – Church of England Schools  
 Lance Dean – Foundation Schools  
 Andrew Prince - Derbyshire County Council  
 David Keys – Community and voluntary Controlled Schools  
 Carran Stevenson – Community and Voluntary Controlled Schools  
 Cathy Ford – Local Education Authority  
 Thomas Johnston – Co-opted  
 Edward Hayes – Diocese of Nottingham  
 Nasreen Iqbal – Parent Governor Representative  
 Simon Longley – Assistant Director of Education  
 Keerthi Devendra – Parent Governor Representative

### 18/04 Apologies for Absence

Apologies for absence were received from Councillor Winter, Kathy Mayer and Neil Plimmer.

### 19/04 Late Items Introduced by the Chair

There were no late items.

### 20/04 Declarations of Interest

Name	Type of Interest	Reason
Councillor Wynn	Personal	Chair of Governors – Beckett Primary and Bemrose School and Governor – Nightingale Primary School Wife is a teacher employed by the LEA Son is employed by Woodlands School
Lance Dean	Personal	Governor – Chellaston School

David Keys	Personal	Governor – Brackensdale School and Mickleover Primary School
Carran Stevenson	Personal	Governor – Meadow Farm Community School Associated Governor at West Park Community School Works at Friesland School
Kathy Mayer	Personal	Governor and Head – Cherry Tree Hill Infant School and Governor at Castle Nursery
Thomas Johnston	Personal	Governor at St Clare’s School And Murray Park
Councillor MacDonald	Personal	Governor – Lees Brook Community Sports College Member of National Union of Teachers

## 21/04 Minutes of Previous Meeting

The Minutes of the meeting held on 25 January 2005 were approved as a correct record and signed by the Chair subject to the following amendments:

List of attendance – Steven Whitely – City Technology College not Derbyshire County Council.

To include Ian Samways apologies.

The meeting finished at 6:50pm

Minute number 17/04

Insert new paragraph after the second paragraph to read:

Lance Dean asked that in future, schools be given a list of parents preferences and whether they were first, second or third preference. Cathy advised that this was not possible and was the same thing that St Benedict’s and Noel Baker were asking for. The Forum agreed that rank order details should not be sent to schools.

Lance also asked that schools be advised of the number of statemented children to ensure that the admissions criteria can be applied correctly to all other children.

## 22/04 Statistics on the Secondary Transfer Process

Cathy Ford, Head of Service – Admissions, advised that 82.2% of first choice preference had been met for secondary transfers. That was a good increase for the amount of new applications that were received. There was a 46% reduction in those children who appealed for school places at community schools. These figures may have been better because of the process being more transparent. These results were very welcome, and remarkable considering how many school places there were in the city. The end result was that the outcome for parents was extremely good.

Lance Dean advised that from a foundation school's point of view the admissions process had worked quite well. However, there had been a few difficulties. Firstly they had not received the list of statemented children.

Cathy Ford advised that this had been sent out a week prior to the closing date and a second copy was sent out when requested.

Lance also advised that they didn't receive a copy of the waiting list and had to request it. It was important to get the list of offers made so the school could send out admissions forms. Cathy advised that the original offer letter gave a date of 18 March to reply if they did not want the place.

Lance asked how long the school should wait before giving a place to someone else. Cathy advised two full weeks, although the letter did state to advise if they did not want the place.

**The Committee agreed to pay tribute to the work of the Local Education Authority staff in gaining these results, and the way they had been dealt with, ensuring that children had access to their normal area school.**

## 23/04 Determination of Admission Arrangements for Community and Voluntary Controlled Schools 2006-2007

Cathy Ford, Head of Service – Admissions, presented a draft copy of the Council Cabinet report on the Determination of Admission Arrangements for Community and Voluntary Controlled Schools 2006 – 2007 which would go to Council Cabinet on 26 April 2005. The report recommended to agree the proposed admission arrangements for 2006 – 2007, with changes from 2005 – 2006.

**Agreed to recommend Council Cabinet approve the Admission Arrangements for Community and Voluntary Controlled Schools 2006-2007.**

## 24/04 Arrangements for the Next Meeting

The Committee agreed to hold a future meeting in early July 2005.

## 25/04 Any Other Business

Keerthi Devendra, Parent Governor Representative, thanked the Committee for inviting him to the meeting, he had found it was very positive.

MINUTES END