

Admission Forum Annual Report 2014 - 2015

Admission Authority: The City of Cardiff Council

Secretary to the Forum: Mr Neville Suleman (up to April 2015) Mr Paul Denton-Smith (up to November 2015)

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Membership and attendance of the Forum

Name	Position	Time served as Forum Member *	Membership by category (see table below)
1. Nick Batchelar	Chair	2 year	LA
2. Neil Hardee	Vice Chair	7 years	LA
3. Simon Williams	LEA Rep	7 years	LA
4. Julie Sambell	LEA Rep	7 years	LA
5. Lois Spargo	Headteacher Comm School	7 years	S/CV
6. Angela Lepore	Headteacher Comm School	11 years	S/CV
7. Rhys Harries	Headteacher Comm School	8 years	S/CV
8. Louise Mills	Headteacher VA School	3 years	S/VA
9. Anne Robertson	Roman Catholic Diocese	9 years	RC
10. Canon Edwin Counsell	Church In Wales Diocese	11 years	CIW

11. Rebecca Collins	Foundation School	4 years	S/F
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***If served more than 4 years also include date of re-election.**

A ronyms for Core Members		
Members Nominated by	Core Membership	Acronym
LA - any member or officer of the authority	1 to 5	LA, LA/SEN, LA/LAC
Church in Wales Diocesan representatives	1 to 3	CIW
Roman Catholic Diocesan representatives	1 to 3	RC
Schools - community and voluntary controlled	1 to 3	S/CV
Schools - foundation	1 to 3	S/F
Schools - voluntary aided	1 to 3	S/VA
Parent governor representatives	1 to 3	PG
Representatives of the local community	Up to 3	L/COM

Meeting dates and attendance

	Date	Number of Forum Members in attendance - by category
First meeting	04/12/2014	4 LEA Rep, 1 S/CV, 1 RC
Second meeting	02/02/2015	2 LEA Rep, 2 S/VA, 1 RC

Third meeting	N/A	
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Please confirm whether admission authorities within the forum area have completed the consultation and determination of admission arrangements process within the timescales required by the Education (Determination of Admission Arrangements) (Wales) Regulations 2006 [including consultation on the arrangements by 1 March in the determination year and determination of the final arrangements by 15 April of that year].

If any admission authority has not met the timescales please give details here.

How many consultation documents have you seen from admission authorities (not including other local authorities)?

All Admission Authorities have consulted as necessary

Admission policies provided for the Information for Parents booklet or as part of the consultation process

What admission arrangements have been put in place to serve the interests of vulnerable children?

Have they proved successful?

What other arrangements have you identified to support these children?

The Fair Access Panel meets every week

- Discuss the admission of hard to place children
- Requests for frequent school transfers
- School transfer requests where pupils have not changed address
- Monitor and track permanently excluded pupils and those at risk of disaffection or exclusion
- Address the specific needs of pupils with health needs or exceptional circumstances

How well have the agreed in-year admission procedures worked?

How many children have been admitted to each school under the procedures?

Have you identified an increase in numbers for in-year admissions, if so what action has been identified to address the issue?

The background information provided by the Admissions Team for In Year requests and in particular those cases referred to the Fair Access Panel pre-empts as far as possible any potential issues before a pupil is admitted to school in order to put in place appropriate support.

A 'Hard to Place' Panel has been established to carry out a managed admissions protocol agreed between the Headteachers of Community, Voluntary Aided and Foundation Schools which deals with unplaced pupils (including permanently excluded pupils), especially the most vulnerable, ensuring they are found and get offered a place quickly, so that the amount of time any pupil is out of school is kept to a minimum.

The In Year procedures are working well with increased use of Council Information Hubs. However the increasing demand on school places, the provision available in certain parts of the City, the increase in birth rate and the high volume of new arrivals into the City has continued to lead to further pressures on the admissions process.

There is also an increase in the number of statutory appeals.

A total of 7,030 preferences were considered for the 2014/15 academic year.

What key admission issues have been identified for the area? What are they and how has the forum addressed them?

The Forum agreed the following amendments to the Admission policy for 2016/17 academic year.

- An additional criteria ranked last to add a tie-break in the Nursery Admissions Policy to determine applications for admission in respect of remaining pupils who do not qualify on higher oversubscription criteria the Council gives priority to children living furthest away from the alternative school offered by the Council as measured by the shortest practicable walking route.
- Applications from the first round of allocations and any subsequent late applications will be considered together for any subsequent available places that may arise.

In addition the Forum considered:

Common Dates of Return and Common Dates of Offer Issue: September 2016

Updates to School Organisation Proposals

Link on the Council website for online applications with VA schools

Admission arrangements for Voluntary Aided Schools Role of the Fair Access Panel;

Archdiocese considering producing a leaflet to inform parents of the pupil numbers in schools and the number of appeals.

What methods has the Forum used to promulgate any advice or decisions it has reached?

The Information to Parents Booklet
Communications Plan
Consultation procedure Council website.

Date Forum's advice published on Admission Authorities Website:

Please also provide the relevant link:

Signature: P Denton-Smith

(Secretary to the Forum)

Date: 30.11.15

Please return the completed report by 30 November 2015 to:

SchoolsManagementDivision3@wales.gsi.gov.uk

School Admissions and Appeals 2013/2014

Name of school	Admission number	Number of applications	Number of successful applications	Number of appeals	Number of successful appeals
Adamsdown Primary School **	26	46	45	1	0
Albany Primary School	60	89	60	10	0
Allensbank Primary School **	30	47	22	0	0
Baden Powell Primary School**	60	52	45	0	0
Birchgrove Primary School *	56	114	57	1	0
Bryn Celyn Primary School	30	30	14	0	0
Bryn Deri Primary School	30	98	30	6	0
Bryn Hafod Primary School	60	34	25	0	0
Coed Glas Primary School **	60	88	51	0	0

Coryton Primary School	30	42	18	0	0
Creigiau Primary School	54	39	27	0	0
Danescourt Primary School	60	74	59	4	0
Fairwater Primary School	40	50	30	0	0
Gabalfa Primary School	43	32	26	0	0
Gladstone Primary School	30	62	30	4	0
Glan-Yr-Afon Primary School	41	19	16	0	0
Glyncoed Primary School	60	82	60	2	0
Grangetown Primary School	60	104	60	16	0
Greenway Primary School	45	16	12	0	0
Gwaelod-Y-Garth Primary School	27	30	8	0	0
Hawthorn Primary School	30	66	30	7	0
Herbert Thompson Primary School	75	74	56	0	0
Hywel Dda Primary School **	60	58	38	0	0
Kitchener Primary School	60	79	46	4	0
Lakeside Primary School	60	174	60	8	0
Lansdowne Primary School	60	63	34	0	0
Llanedeyrn Primary School	55	40	27	0	0
Llanishen Fach Primary School	60	137	60	5	0
Llysfaen Primary School	60	139	60	2	0
Marlborough Primary School	60	156	60	25	0

Name of school	Admission number	Number of applications	Number of successful applications	Number of appeals	Number of successful appeals
Meadowlane Primary School*	40	43	26	0	0
Millbank Primary School	30	55	30	0	0
Moorland Primary School	60	69	50	0	0

Mount Stuart Primary School **	42	93	60	12	0
Ninian Park Primary School *	57	89	60	6	0
Oakfield Primary School	60	73	51	3	2
Pen-Y-Bryn Primary School	34	37	29	0	0
Pencaerau Primary School**	30	67	30	0	0
Pentrebane Primary School	34	25	17	0	0
Pentyrch Primary School	27	26	12	0	0
Peter Lea Primary School	45	55	38	4	1
Radnor Primary School *	41	81	52	0	0
Radyr Primary School **	45	110	60	5	0
Rhiwbeina Primary School *	75	171	90	5	0
Rhydypenau Primary School**	60	184	90	7	0
Roath Park Primary School *	58	139	60	4	0
Rumney Primary School	60	71	53	0	0
Severn Primary School	60	116	60	15	0
Springwood Primary School	60	25	10	0	0
Stacey Primary School	30	41	30	10	1
Thornhill Primary School	60	122	60	6	0
Ton-Yr-Ywen Primary School	60	127	60	5	0
Tongwynlais Primary School **	22	43	28	2	2
Trelai Primary School *	58	63	38	0	0
Trowbridge Primary School	60	35	24	0	0
Whitchurch Primary School	75	138	75	20	14
Willowbrook Primary School **	45	76	51	2	0
Windsor Clive Primary School	45	54	37	0	0
Ysgol Creigiau	52	30	20	0	0
Ysgol Gwaelod Y Garth*	27	42	30	0	0
Ysgol Bro Eirwg	60	85	60	3	2
Ysgol Glan Ceubal	30	27	10	0	0

Name of school	Admission number	Number of applications	Number of successful applications	Number of appeals	Number of successful appeals
Ysgol Glan Morfa	30	54	30	3	0
Ysgol Coed-Y-Gof	60	73	56	2	0
Ysgol Melin Gruffydd	60	86	53	0	0
Ysgol Mynydd Bychan	30	74	30	2	0
Ysgol Nant Caerau	30	52	30	1	0
Ysgol Pwll Coch **	60	140	69	0	0
Ysgol Treganna	90	138	84	0	0
Ysgol Pen-Y-Groes	30	23	8	0	0
Ysgol Pen Y Pil	30	42	27	2	2
Ysgol Pencae	30	85	30	1	0
Ysgol Y Berllan Deg	60	97	60	6	1
Ysgol Y Wern*	60	111	78	0	0
Cantonian High School	181	145	47	0	0
Cardiff High School	240	596	240	43	11
Cathays High School	165	228	94	0	0
Fitzalan High School	286	358	234	0	0
Glyn Derw High School	183	115	52	0	0
Llanishen High School	268	459	268	0	0
Llanrumney High School	286	28	28	0	0
Michaelston Community College	159	145	69	0	0
Radyr Comprehensive School	210	358	210	9	1
Rumney High School	281	110	110	0	0
Willows High School	224	137	63	0	0
Ysgol Gyfun Gymraeg Bro Edern	180	114	66	0	0
Ysgol Gyfun Gymraeg Glantaf	240	248	169	0	0
Ysgol Gyfun Gymraeg Plasmawr	180	211	157	0	0
Total		8773	4929	273	37

* Governing Body in liaison with Local Authority agreed to admit additional pupils.					
** Increased provision.					