**the School Admissions Code and consultation**

As you will know the 2014 School Admissions Code determines what should go into your policy and when to consult for 2020. When schools determine their admission arrangements (no later than 15 April) they should ensure that the following are included. Because these changes are legal requirements, there is no need to consult if these are the only changed being made. Any other changes must be consulted on.

**Changes to 2020-21 arrangements**

**Reference to Code**

Please ensure that you refer to the 2014 Code.

**Summer born children entering reception classes**

Paragraphs on the following must be included:

Admission Authorities must make it clear that where a place has been offered :

- it is for a full time place from the September following the child’s fourth birthday;

- parents of a child whose fifth birthday falls between 1 September 2020 and 31 March 2021 may request that their child is not admitted until later in the school year 2020/21 (no later than the term [using three term year] after the child’s fifth birthday, when s/he reaches compulsory school age). For children born between 1 April and 31 August, this is not beyond the beginning of the final term of the school year for which it was made. The school will hold any deferred place for the child.

- where parents wish a child may attend part time until they reach compulsory school age.

**Admissions out of the normal age group**

It must also be made clear in the admission arrangements the process for requesting admission out of the normal age group. For children whose fifth birthday falls between 1 April 2021 and 31 August 2021, parents who do not wish them to start school in school year 2020-21, but to be admitted in September 2021 for school year 2021-22, should discuss this with the school at an early stage. The details of the protocols to be used should be included. Decisions must be made on the circumstances of each case and the best interests of the child. Parental views, academic achievement, social and emotional development and where relevant medical views should be taken into consideration. The views of the school’s head must also be taken into account. The reasons for the decision must be clearly set out

Parents may decide not to apply for a Reception place in the school but to apply in the second half of the summer term 2021 for a Year 1 place in September 2021. Parents should be aware that the Year 1 group may have no vacancies as it could be full with children transferring from the 2020-21 Reception Year group. Alternatively, they may decide to apply in the normal round (no later than 15 January 2021) for a Reception Year place in September 2021, but would need to provide strong supporting reasons for seeking a place outside the normal year group via the protocol outlined above.

**Looked after children**

The DfE issued new guidance in 2014 which added children adopted under an earlier Act to those adopted under the 2002 Act. This has now been included in the Code and must appear in all policies for 2020-21. Child arrangement orders have also replaced residence orders. We have drafted a new criterion 1 and associated note:

“1 Looked-after children and children who were previously looked after, but ceased to be so because, immediately after being looked after, they became subject to an adoption, child arrangements or special guardianship order.”

“Note: By a “looked-after child” we mean one in the care of a local authority or being provided with accommodation by a local authority in the exercise of its social services function. An adoption order is one made under the Adoption Act 1976 (Section 12) or the Adoption and Children Act 2002 (Section 46). A ‘child arrangements order is one settling the arrangements to be made as to the person with whom the child is to live (Children Act 1989, Section 8, as amended by the Children and Families Act 2014, Section 14). A ‘special guardianship order’ is one appointing one or more individuals to be a child’s special guardian/s (Children Act 1989, Section 14A). Applications under this criterion must be accompanied by evidence to show that the child is looked after or was previously looked after (e.g. a copy of the adoption, child arrangements or special guardianship order).”

**Education, Health and Care Plans**

Because these replace Statements of SEN, the introduction to the over-subscription criteria should include a section along the following lines: “Children with a Statement of Special Educational Need or with an Education, Health and Care (EHC) plan naming ............... School will always be offered places. If there is then greater demand for admission than there are places available, the following criteria will be applied in the order set out below:

**Future Arrangements**

**Consultation/Determination**

A new timetable for consulting and determining policies is now in force. Consultation must be for a minimum of 6 weeks and must take place between 1 October and 31 January of the school year before the arrangements are due to apply. For 2020-21 arrangements, consultation for a period of at least 6 weeks must take place between 1 October 2018 and 31 January 2019. These arrangements must be determined by 28 February 2019 with a copy being sent to the LA by 15 March 2019. It remains a legal requirement for VA schools and Academies to consult the Diocese before anyone else, including the LA. Any objections to school admission arrangements must be sent to the Schools Adjudicator by 15 May 20119.

**Other possible changes requiring Consultation for 2020-21**

The Code makes it clear at paragraph 1.39A that admissions authorities may give priority in their over-subscription criteria to children eligible for the pupil premium or the service premium. As this would constitute a material change, unless schools consulted on this for their 2020-21 policies , they would need to undertake full consultation as described above.

Schools may also now give priority in their over-subscription criteria to children eligible for the early years pupil premium, pupil premium or service premium who are in a nursery class at the school or attend a nursery established and run by the school. N.B. this does not extend to children from a nursery class or associated nursery who are not eligible for one of those premiums.

**TIMETABLE for CONSULTATION**

**By the end of**

**September** Consult with the Diocese and take into account any advice received

**Between:** Consult more widely for a minimum of 6 weeks between 1 October and 31 January.

**1 October –**

**31 January To be consulted:**

- parents of children between 2 and 18

- all other admission authorities in ‘relevant area’ primary schools need not consult secondary schools)

- LA

-other persons in the ‘relevant area’ who might have an interest e.g. nurseries and play groups,

-adjoining neighbouring LA’s where the admission authority is the LA

-MUST publish draft admission arrangements on school website with details of how and to whom to comment

-Must send copies on request to anyone listed above

-may send copies to LA for publication on LA website

-LA’s may circulate on behalf of governors.

**28 February Determination**

All admission authorities must determine their policies by 28 February even if no changes have been made and no consultation has been needed.

- MUST also notify all those consulted plus GB’s of community and VC schools in the ‘relevant area’

-Must send copy to the Diocese

-Must publish a copy of the determined arrangments on the school website. Suggest also give details of how to refer objections to the School’s Adjudicator by 15 May

-Must send copy to LA no later than 15 March.