

Consultation Report - ALT Schools Admission Arrangements for 2022

Introduction

Aspire Learning Trust (Whittlesey), the Admissions Authority for New Road Primary and Nursery School, Park Lane Primary and Nursery School and Sir Harry Smith Community College, has consulted with stakeholders from Wednesday 21st October to Tuesday 8th December 2020 on the schools' admission arrangements for 2022, in line with the DfE School Admission Code.

Attached in Appendix 1 is a copy of the consultation document that was published on 21st October 2020.

Change Proposal

The proposed changes to the admission arrangements include the updating of terminology, such as changing LAC (Looked After Children) to CiC (Children in Care), etc. and clarifying the procedures to be followed for admission applications. The most significant change relates to the oversubscription criteria for Sir Harry Smith Community College only, where it is proposed that the criteria 'children of staff' is added.

The proposed admission arrangements have been drawn up by the trust in collaboration with the heads of the three trust schools.

Who Did We inform?

The consultation document was published on the trust website from 21st October 2020. It was also distributed to the families of all children currently attending one of the trust's three schools and was displayed on the schools' websites and their notice boards.

The consultation document was circulated by email to all the recipients listed in Appendix 2. It was also sent to the recipients listed in Appendix 3, and the playgroup, childminders and day nurseries were asked to display the paper on their notice boards.



Objectives

The proposed admission arrangements have been written with the intention to make them clearer, and for the terminology used to be up-to-date.

It is challenging to recruit secondary teachers, and feedback received from some colleagues suggests that securing a place for their child at the school would be an incentive to accepting a teaching position. The proposed addition of the new oversubscription criteria 'children of staff' addresses this issue.

Responses Received

Two responses were received; one from the parent of a child who attends Coates Primary School and one from the headteacher of Ashbeach School. Neither have any objections to the proposed admission arrangements. The full response from of Ashbeach Primary School can be found in Appendix 4. The full response from parent MB, along with the trust's reply, can be found in Appendix 5.

Consultation Outcome

No objections to the proposed admission arrangements have been received by the trust.

Next Steps

The ALT Trust Board will consider this matter at their meeting on 8th February, at which a final decision will be made on the admission arrangements for 2022 for New Road Primary and Nursery School, Park Lane Primary and Nursery School and Sir Harry Smith Community College. The determined admission arrangements will be published before 15th March 2021.

Objections

Any objections to the determined admission arrangements for entry in September 2022 must be referred to the Schools Adjudicator by 15 May 2022. Contact information for the Schools Adjudicator can be found below:

Email: osa.team@schoolsadjudicator.gov.uk

Post: OSA, Bishopsgate House, Feethams, Darlington, DL1 5QE

Creating aspirations and enabling achievement



October 2020

CONSULTATION ON PROPOSED ADMISSION ARRANGEMENTS FOR 2022

Introduction

Aspire Learning Trust (Whittlesey), the Admissions Authority for New Road Primary and Nursery School, Park Lane Primary and Nursery School and Sir Harry Smith Community College, is consulting on the proposed admission arrangements for 2022, as set out on the following pages, in line with the Admissions Code of Practice.

The six-week consultation will take place between Wednesday 21st October and Tuesday 8th December 2020. The ALT Trust Board will consider all responses regarding the proposed admission arrangements before determining the final arrangements for 2022 by 28th February 2021.

You can comment on the proposed Admission Arrangements by writing to:

Mrs. Justine Henderson
Aspire Learning Trust
c/o New Road Primary and Nursery School
New Road
Whittlesey
PE7 1SZ

or by email to consultation@aspirelearningtrust.org

**PLEASE NOTE ALL COMMENTS MUST BE RECEIVED AT
THE SCHOOL/TRUST BY 5.00PM ON 8th DECEMBER 2020**



PROPOSED ADMISSION ARRANGEMENTS 2022

The Aspire Learning Trust (Whittlesey) has agreed to consult on the following proposed admission arrangements for 2022.

NEW ROAD PRIMARY AND NURSERY SCHOOL

The Published Admission Number (PAN) in Reception is 60

Catchment Area

Flag Fen, Whittlesey town and the area of the parish as far east as and including 311 Eastrea Road and Lattersley Hill Farm.

Oversubscription criteria

If fewer applications than the stated PAN are received all applicants will be admitted. If the school is oversubscribed, after the admission of pupils with an Education Health and Care Plan where the school is named in the plan*, priority for admission will be given to those children who meet the criteria set out below, in order:

1. Child in Care (CIC) or children who were 'previously in care' but immediately after being looked after became subject to an adoption, residence, or special guardianship order. Proof will be required (see notes a and b)
2. Children with a sibling at the school (see note c)
3. Children living in the school's catchment area (see note d)
5. Any other children

PARK LANE PRIMARY AND NURSERY SCHOOL

The Published Admission Number (PAN) in Reception is 60

Catchment Area

Kings Dyke as far west as Horsey Toll, Pondersbridge as far south as and including Oilmills Road, Whittlesey town and the area of the parish as far east as and including 311 Eastrea Road and Lattersley Hill Farm.

Oversubscription criteria

If fewer applications than the stated PAN are received all applicants will be admitted. If the school is oversubscribed, after the admission of pupils with an Education Health and Care Plan where the school is named in the plan*, priority for admission will be given to those children who meet the criteria set out below, in order:

1. Child in Care (CIC) or children who were 'previously in care' but immediately after being looked after became subject to an adoption, residence, or special guardianship order. Proof will be required (see notes a and b)
2. Children with a sibling at the school (see note c)
3. Children living in the school's catchment area (see note d)
5. Any other children

SIR HARRY SMITH COMMUNITY COLLEGE

The Published Admission Number (PAN) in YEAR 7 is 180

Catchment Area

Children living in the catchment areas served by the following primary schools: New Road Primary and Nursery School, Park Lane Primary and Nursery School, Alderman Jacobs Primary School, Coates Primary School, Duke of Bedford Primary School and Heritage Park Primary School.

Oversubscription criteria

If fewer applications than the stated PAN are received all applicants will be admitted. If the college is oversubscribed, after the admission of pupils with an Education Health and Care Plan where the college is named in the plan*, priority for admission will be given to those children who meet the criteria set out below, in order:

1. Child in Care (CIC) or children who were 'previously in care' but immediately after being looked after became subject to an adoption, residence, or special guardianship order. Proof will be required (see notes a and b)
2. Children living in the catchment area and who attend one of the schools listed above and who have a sibling at the college (see notes c and d)
3. Children living in the catchment area and who have a sibling at the college (see notes c and d))
4. Children living in the catchment area and who attend one of the schools listed above (see note d)
5. Children living in the catchment area (see note c)
6. Children who attend one of the schools listed above and who have a sibling at the college (see note c)
7. Children of staff (see note g)
8. Children with a sibling at the college (see note c)
9. Children who attend one of the schools listed above
10. Any Other Children

FOR ALL SCHOOLS

* Those children with an Education Health and Care Plan that does not name the school will be referred to the Statutory Assessment Team to determine an appropriate place.

Tiebreaker:

If applying these criteria results in there being more children within any of the above categories than the number of available places, the tiebreak will be the distance the pupil lives from the school with those living closer to the school receiving the higher priority.

Distances within Cambridgeshire are calculated by measuring a straight line from the reference point of the pupil's home address (see note e), as determined by OS Address Base Premium TM, to the reference point of the primary schools and the main pupil entrance of the secondary school. For families who live outside of Cambridgeshire, straight line distances are determined using a combination of local maps and online resources.

Where there is one remaining place available, but the next measured distance is shared equally by more than one applicant, the ultimate tiebreaker will be random selection, witnessed by the Council officer, independent of the Admissions Team. Where there is one remaining place available and the next child to be considered for admission is one of a multiple birth group, all multiple birth siblings will be admitted even if this exceeds the PAN.

Admissions Process

Normal Admissions

Normal admissions to the schools (that is to Reception at the two primary schools and Year 7 at the secondary school) are arranged through the co-ordinated scheme operated by Cambridgeshire County Council and all applications must therefore be made to them on their standard application form, preferably online at: www.cambridgeshire.gov.uk/admissions

Parents not living in Cambridgeshire should contact their own home Local Authority for details on how to apply.

If your child has an Education, Health and Care Plan, you should not make your application directly to School Admissions. You will receive information from your child's SEN Casework Officer regarding the specific application process for your child.

Waiting list

Waiting lists are maintained for Normal admissions until the end of the Autumn term in the year of entry. Children not offered a place are kept on the relevant waiting list which has been prioritised according to the oversubscription criteria rather than by the date the application was made. The waiting list will be re-prioritised according to the oversubscription criteria each time a child is added.

Casual (in-year) Admissions

Requests for admission into other year groups should be made to the Cambridgeshire County Council who, by agreement, manages these requests for admission on behalf of the schools.

Appeals

Parents who have not been allocated a place for their child will have the right of appeal to an independent panel. Details of how to exercise this right will be included in the notification letter from the local authority following either the coordinated admissions process or applications for casual admission.

Admission Outside Normal Age Group

In exceptional circumstances the ALT Trust Board will consider agreeing to the admission of a child to a year group other than is applicable to their chronological age. This may be appropriate, for example, where premature birth has led to children falling into a year group other than would have been the case had they been carried to full term. Similarly, where decisions to allow out of age group education have been taken by previous schools it will normally be appropriate for children to remain with their established year group. Other circumstances will be considered on their merits and in all cases decisions will be taken in the best interests of the child.

All such requests should be made directly to the school at the time of application including any supporting evidence. If they are made as part of the coordinated admissions process the application form should also be completed and submitted to the local authority. If the request is approved the application will be processed in the normal way. Applications outside that process will be considered as casual admissions.

If a request is denied a place may be offered in the age-appropriate year group.

Notes

- a. A **'looked after'** child is a child who is (a) in the care of the local authority, or (b) being provided with accommodation by a local authority in the exercise of their social services function (see Section 22(1) of the Children Act 1989) at the time of making an application to a school.
- b. A **'previously looked after'** child is one who immediately after being 'looked after' became subject to an adoption, residence, or special guardianship order (now known as child arrangement order). Evidence must be provided to be considered under this criterion:
- Adoption certificate/orders that reference Section 12 of the Adoption Act or Section 46 of the Children's Act;
 - Any CAO (Child Arrangement Order);
 - Any SGO (Special Guardianship Order) that mentions Section 14a;
 - Any Residence Order issued prior to 22.4.14;
 - Written confirmation from an involved Council employee (ideally the assigned Social Worker) stating they are current 'looked after' or were formerly in public care.
- c. A **sibling** refers to children, usually brothers or sisters, aged between 2 and 16, who live together in the same family unit. This includes children who are in attached nursery or sixth form provision. The sibling must be in the school at the time of the application and be likely to remain in the school at the proposed date of admission.
- d. The catchment area is a defined geographical area surrounding a school from which it will usually take the majority of its pupils. Parents may contact Cambridgeshire County Council if they are uncertain whether or not they reside in the catchment area.
- e. A pupil's **home address** is considered to be the child's permanent or main residence at the time school places are allocated. This should also be the address where the child will be residing when they start school.

Where a child's time is divided between more than one address, their "main residence" will be taken from where they spend the majority of their school nights (Sunday to Thursday), **and** to where the child is registered with the GP.

An address used for before and after-school childcare arrangements will **not** be considered.

Places cannot be allocated on the basis of intended future changes of address, unless the move has been confirmed and the relevant proof can be provided:

- a letter from your solicitor confirming exchange of contracts and completion date;
- a copy of a rental agreement for at least 12 months signed by both the tenant and the landlord.

If the move is a return to a property currently tenanted a copy of the notice to quit will be required.

Parents must inform the Admissions Team of any change of address between the time of application and when the child is due to start at the new school. Failure to do this may result in the offer of a place being withdrawn.

- f.** Pupils who have an Education, Health and Care Plan are required to be admitted to the school which is named on the plan, even if the school is full. Those children with an Education Health and Care Plan that does not name the school will be referred to the Statutory Assessment Team to determine an appropriate place.
- g.** Staff are defined as those having a contract of employment with the Aspire Learning Trust and working at the school for which the admission application is being considered. The staff member must have been employed to work at this school two or more years at the time at which the application for admission to the school is made, or has been recruited to fill a vacant post at the school for which there is a demonstrable skill shortage.

Appendix 2

School Name	LA	Primary Sub-area	Phase
Abbey College	Cambridgeshire		Secondary
Alderman Jacobs	Cambridgeshire	Fenland	Primary
Alderman Payne	Cambridgeshire	Fenland	Primary
All Saints Inter Church	Cambridgeshire	Fenland	Primary
Ashbeach	Cambridgeshire	Huntingdonshire	Primary
Bassingbourn Village College	Cambridgeshire		Secondary
Beaupre Community	Cambridgeshire	Fenland	Primary
Benwick	Cambridgeshire	Fenland	Primary
Bottisham Village College	Cambridgeshire		Secondary
Burrowmoor	Cambridgeshire	Fenland	Primary
Bury C of E	Cambridgeshire	Huntingdonshire	Primary
Cambourn Village College	Cambridgeshire		Secondary
Cavalry	Cambridgeshire	Fenland	Primary
Chesterton Community College	Cambridgeshire		Secondary
City of Peterborough Academy	Peterborough		Secondary
Clarkson Infant	Cambridgeshire	Fenland	Primary
Coates	Cambridgeshire	Fenland	Primary
Coleridge Community College	Cambridgeshire		Secondary
Comberton Village College	Cambridgeshire		Secondary
Cottenham Village College	Cambridgeshire		Secondary
Cromwell Community College	Cambridgeshire		Secondary
Cromwell Community College - Primary	Cambridgeshire	Fenland	Primary
Elm C of E	Cambridgeshire	Fenland	Primary
Elm Road	Cambridgeshire	Fenland	Primary
Ely College	Cambridgeshire		Secondary
Ernulf Academy	Cambridgeshire		Secondary
Farcet C of E	Cambridgeshire	Huntingdonshire	Primary
Folksworth C of E	Cambridgeshire	Huntingdonshire	Primary
Fourfields Community	Cambridgeshire	Huntingdonshire	Primary
Friday Bridge	Cambridgeshire	Fenland	Primary
Glebelands	Cambridgeshire	Fenland	Primary
Gorefield	Cambridgeshire	Fenland	Primary
Guyhirn C of E	Cambridgeshire	Fenland	Primary
Hampton College	Peterborough		Secondary
Hampton Gardens	Peterborough		Secondary
Heritage Park	Peterborough		Primary
Hinchingbrooke School	Cambridgeshire		Secondary
Holme C of E	Cambridgeshire	Huntingdonshire	Primary
Impington Village College	Cambridgeshire		Secondary
Kinderley	Cambridgeshire	Fenland	Primary
Kingsfield	Cambridgeshire	Fenland	Primary
Leverington	Cambridgeshire	Fenland	Primary
Linton Village College	Cambridgeshire		Secondary
Lionel Walden	Cambridgeshire	Fenland	Primary
Littleport & East Cambs Academy	Cambridgeshire		Secondary
Longsands Academy	Cambridgeshire		Secondary

School Name	LA	Primary Sub-area	Phase
Manea Community	Cambridgeshire	Fenland	Primary
Melbourn Village College	Cambridgeshire		Secondary
Murrow	Cambridgeshire	Fenland	Primary
Neale-Wade Academy	Cambridgeshire		Secondary
Nene Infant and Nursery	Cambridgeshire	Fenland	Primary
Netherhall School	Cambridgeshire		Secondary
New Road	Cambridgeshire	Fenland	Primary
North Cambridge Academy	Cambridgeshire		Secondary
Northstowe Secondary School	Cambridgeshire		Secondary
Oakdale Primary School	Peterborough		Primary
Orchards C of E	Cambridgeshire	Fenland	Primary
Park Lane	Cambridgeshire	Fenland	Primary
Parkside Community College	Cambridgeshire		Secondary
Peckover	Cambridgeshire	Fenland	Primary
Ramnoth Junior	Cambridgeshire	Fenland	Primary
Ramsey Junior	Cambridgeshire	Huntingdonshire	Primary
Ramsey Spinning Infant	Cambridgeshire	Huntingdonshire	Primary
Sawston Village College	Cambridgeshire		Secondary
Sawtry Infant	Cambridgeshire	Huntingdonshire	Primary
Sawtry Junior	Cambridgeshire	Huntingdonshire	Primary
Sawtry Village College	Cambridgeshire		Secondary
Sir Harry Smith Community College	Cambridgeshire		Secondary
Soham Village College	Cambridgeshire		Secondary
Southfields Primary School	Peterborough		Primary
St Bede's Inter Church School	Cambridgeshire		Secondary
St Ivo School	Cambridgeshire		Secondary
St John Fisher Catholic High School	Peterborough		Secondary
St Michael's Church School	Peterborough		Primary
St Peters C of E Junior	Cambridgeshire	Fenland	Primary
St Peter's School	Cambridgeshire		Secondary
Stanground Academy	Peterborough		Secondary
Stanground St John's C of E	Peterborough		Primary
Stilton C of E	Cambridgeshire	Huntingdonshire	Primary
Swavesey Village College	Cambridgeshire		Secondary
The Duke of Bedford	Peterborough		Primary
Thomas Clarkson Academy	Cambridgeshire		Secondary
Thomas Deacon Academy	Peterborough		Secondary
Thomas Eaton	Cambridgeshire	Fenland	Primary
Townley	Cambridgeshire	Fenland	Primary
Trumpington Community College	Cambridgeshire		Secondary
Upwood	Cambridgeshire	Huntingdonshire	Primary
Westwood Community	Cambridgeshire	Fenland	Primary
William de Yaxley C of E	Cambridgeshire	Huntingdonshire	Primary
Wisbech St Mary C of E	Cambridgeshire	Fenland	Primary
Witchford Village College	Cambridgeshire		Secondary
Yaxley Infant	Cambridgeshire	Huntingdonshire	Primary

Appendix 3

Name

CCC Admissions
Peterborough Admissions
New Road Primary and Nursery School parents
Park Lane Primary and Nursery School parents
Sir Harry Smith Community College parents
Lilliput Pre-school
Victoria Lesley Simpson
Alphabet Day Nursery
Sweet Pea Nursery
Stacey Leahann Thurgood
Amy Louise Surridge
Kimberley Widnall
Karen Lesley Tierney
Joanna Elizabeth Griffin
Melanie Joy Negus
Jane Glazebrook
Tina Caroline Vinn
Sadie Underwood
TDET

Organisation Type

Playgroup	within 3 mile radius
Childminder	within 3 mile radius
Day Nursery	within 3 mile radius
Day Nursery	within 3 mile radius
Childminder	within 3 mile radius
Childminder	within 3 mile radius
Childminder	within 3 mile radius
Childminder	within 3 mile radius
Childminder	within 3 mile radius
Childminder	within 3 mile radius
Childminder	within 3 mile radius
Admission Authority	

Appendix 4

Mrs J Henderson

From: @ashbeach.cambs.sch.uk
Sent: 23 October 2020 16:13
To: SHSCC Consultation
Subject: consultation

I have no objections to the proposed admissions arrangements for 2022.

Regards,

Hayley Challinor

Ashbeach School is committed to safeguarding and promoting the welfare of children and requires all staff, volunteers and visitors to share this commitment.

Appendix 5

Mrs J Henderson

From: MB
Sent: 22 October 2020 14:27
To: SHSCC Consultation
Subject: RE: Aspire Trust Consultation - MB request for information

Thank you for your thorough e-mail and attachment – I will take a look through it this evening.

Kind regards
M

From: Consultation <consultation@aspirelearningtrust.org>
Sent: 22 October 2020 13:26
To: MB
Subject: RE: Aspire Trust Consultation - MB request for information

Dear Mr B

Many thanks for your email. We very much appreciate receiving enquiries and feedback from parents of children in our schools and from the local community.

This consultation is for the proposed admission arrangements for September 2022; those for September 2021 were determined last year.

The Trust is not currently proposing any changes to the catchment areas of its three schools. It is most likely that any proposed changes to catchment areas would be initiated by the Local Authority, as part of its legal duty to make sure there are enough school places for children in its area. I am unaware of any proposals from the Local Authority in regard to catchment area changes.

You are correct in saying that Cambridgeshire County Council (CCC) invested significantly in increasing capacity in the area for primary school places. They funded the wonderful extension at New Road Primary and Nursery School. We have been in communication with the Local Authority (LA) for some years now about expansion at Sir Harry Smith Community College (SHS) to accommodate the increase in pupil numbers that will filter through to the College as a result of the increase in primary places in the area. Whilst we have worked with CCC on some initial plans and feasibility assessments relating to an extension at SHS, unfortunately the LA has delayed making a firm commitment to the plans, amount of investment and timescales. However, we continue to be proactive in making our case to the LA for the accommodation at the College to be developed and expanded to match the demand for secondary school places due to the increasing local population. We have scheduled another meeting with the County team for early in November.

You may be interested to know that, although the Published Admission Number for Sir Harry Smith Community College is currently (and remains in our proposed admission arrangements for 2022 to be) 180, in 2020 the College have provided an additional class in Year 7 and admitted 212 students.

On page 27 of the attached booklet you can see an illustration of the catchment areas for Cambridgeshire secondary schools. I tried to access the link referred to on this page of the booklet for the Sir Harry Smith Community College catchment area, but the page is 'not found' on the CCC website. I will report this to them.

I hope this provides the answers to all of your questions, but please let me know if I can be of further assistance.

Kind regards,

Justine

Mrs Justine Henderson
Trust Operations Director

Please note my new telephone number:

Tel: 01733 204422 ext. 210

Aspire Learning Trust
Eastrea Road
Whittlesey
Peterborough
Cambs
PE7 1XB

Aspire Learning Trust is a company limited by guarantee registered in England and Wales. Company No. 8006711.

From: MB
Sent: 21 October 2020 18:45
To: Consultation <consultation@aspirelearningtrust.org>
Subject: Aspire Trust Consultation - MB request for information

FTAO: Mrs Justine Henderson

Good evening

We have received a letter from Aspire Learning Trust regarding a consultation process. The letter outlines the logic for placing pupils, although it does not outline if there is going to be any changes to the catchment areas?

We attended a meeting a year or so ago at my daughters primary school (Coates) where we were informed that Sir Harry Smiths Community College was looking to have a £5m extension to meet the additional needs of secondary pupils of the local community (x2 additional classrooms in the form of a small extension) . With all the house building which is taking place in Whittlesey in recent times is the plan now to amend the catchment areas for the college?

I thought that the expansion plans were further supported through the S106 process (linked to the x3 new housing developments) providing additional funding for local infrastructure (including additional expansion for schools) This has happened in the primary setting but not at the college?

For clarity please could you advise if the existing catchment area (which we sit within) is likely to reduce and if so please can you advise on where the boundaries will be drawn?

Thank you for your time and look forward to hearing from you.

Kind regards

M

