

ADMISSION & EDUCATION TRANSPORT POLICIES FOR 2022-23

Report of the Head of Education and Learning

The following recommendations are subject to approval by the Cabinet and confirmation under the provisions of the Council's Constitution before taking effect.

1. Note the admission arrangements were proposed and consulted on for the Local Authority.
2. Approve the recommendations as laid out in section 2

1. PURPOSE OF REPORT

- 1.1 The Local Authority (Devon LA) has a statutory responsibility to propose, consult on and determine admission arrangements for Community and Voluntary Controlled (VC) schools and co-ordinated admission schemes for the normal round of admissions to all state-funded schools. Consultation in Devon is held ahead of the statutory deadline for annual determination by Cabinet. Schools that are their own admissions authority (Foundation, Voluntary Aided, Academies and Free schools, University Technical Colleges and Studio Schools) are responsible for their own arrangements and determined by the governing boards and academy trusts.
- 1.2 This paper is to report the outcome of the consultation on primary and secondary school admission arrangements for 2022-23 and the co-ordination of primary and secondary school admissions and to seek approval to the schemes. Admission to special schools and fee-paying independent schools fall outside the of scope these arrangements.
- 1.3 This paper recommends:
 - 1.4 Education Transport Policies for 2022-23.
 - 1.5 Relevant Area for school admissions for Devon for 2023-24 and 2024-25.
 - 1.6 an amendment to previously determined policies with regard to applications from overseas.

2. RECOMMENDATIONS

2.1 Members are requested to:

- a) approve the Published Admission Numbers for community and VC schools for 2022-23 (see **Appendix One**)
- b) approve the catchment areas for community and VC schools for 2022-23 set (see **Appendix Two**)
- c) approve the admissions timetable for the next year (see **Appendix Three**)
- d) determine the normal round co-ordinated admissions scheme for 2022-23 (see **Appendix Four**)
- e) determine the in-year co-ordinated admissions scheme for 2021-22 and for 2022-23 (see **Appendix Four**)
- f) approve the Education Transport Policies for 2022-23 summarised in section 6 below (see **Appendix Five**)
- g) approve the Relevant Area for Admissions for 2023-24 and 2024-25 (see **section seven**)
- h) Approve the amendments to the Normal Round Co-Ordinated Admissions Scheme for 2021-22 and the In-Year Co-Ordinated Admissions Scheme for 2020-21 and 2021-22 and individual school policies for 2020-21 and 2021-22 with regard to the management of applications received from another country as summarised at **sections 4.8-4.9**.

3. CONSULTATION ON ADMISSION ARRANGEMENTS

- 3.1 Education Authorities are required to consult annually on their admission arrangements and to determine them by 28 February. Devon consulted on the proposed admission arrangements for community and VC schools for which it is the admission authority and on the proposed co-ordinated admission schemes for primary and secondary schools. Where a school converts to academy status after determination, the published admission arrangements for them will remain in place.
- 3.2 Consultation took place from the beginning of November 2020 on the admission arrangements. It was open to all own-admission authority schools to participate in the consultation through an Admissions Traded Service. Joint consultation allows for as many admission arrangements in one place as possible for the benefit of consultees.
- 3.3 An email was sent to schools at the beginning of November 2020, notifying them that the consultation website was live. Details of the consultation were also sent electronically to all neighbouring LAs, Church of England and Roman Catholic Dioceses, relevant Trades Unions, local Members of Parliament, the Children's Education Advisory Service, community groups and Early Years settings. The Devon Education Forum has been consulted through reporting to the School Organisation, Capital and Admissions Forum.
- 3.4 The consultation website set out all aspects of the proposed admission arrangements and enabled schools and other consultees to respond to the proposals online via email direct to Devon. Responses were required by 8 January 2021 in order to allow consultees time in which to respond and a full assessment of those consultations.
- 3.5 An advert was also placed in the Western Morning News in November 2020.

- 3.6 All community and voluntary controlled schools were sent a link to an admissions policy document for the school for 2022-23, drafted on the same lines as those for own-admission authority schools.
- 3.7 The number of responses received remains low. The School Admissions Codes leave limited scope for a wide variety of lawful arrangements. Devon's arrangements have been consistent for a number of years with substantive amendments being introduced gradually and with consultation. Feedback from schools suggests that they are largely content with matters such as oversubscription criteria, Published Admission Numbers, catchment areas and the application process. The LA works closely with Diocese, headteacher and governor representatives throughout the year, discussing policy matters. A number of responses were received with regard to specific, local admissions issues, detailed at www.devon.gov.uk/admissionarrangements This is in common with neighbouring LAs.

4. CO-ORDINATED ADMISSION ARRANGEMENTS 2022-23

- 4.1 Devon is required under the School Admissions Code to co-ordinate all normal round admissions to state-funded schools, with the exception of new Free Schools where the Department for Education's instruction may be to not coordinate in the first year of opening. Devon has consulted annually on co-ordinated admissions schemes for primary and secondary schools; the proposed scheme for 2022-23 was a combined scheme for the Normal Round of Admissions into all state-funded schools. Normal round is the first opportunity to be admitted into any school, such as at the beginning of Reception, Year 3 for junior schools and Year 7 for secondary schools. It also includes Year 7 for all-through schools. It brought forward the arrangements from the previous academic year, with some amendments, detailed at **Appendix Four**. On average, the co-ordinated schemes manage 7,500 primary admissions, 7,000 secondary admissions and 6,500 in year admissions each year.
- 4.2 Devon's arrangements oversaw 15,006 applications for Devon-resident children for the 2019-20 normal round of admissions for all schools and academies. The percentage of children who received a place at the school most preferred by the parent increased in Devon and remains significantly above the most recent national averages¹.

	2019-20		2020-21	
	Nationally	Devon	Nationally	Devon
Secondary				
Applications	604,500	7346		7475
First preference offered	80.9%	94%		92.6%
Any preference offered	93%	98%		97.4%
Primary				
Applications	609,000	7272		7581
First preference offered	90.6%	97%		94.6%
Any preference offered	97.5%	99%		98.3%

The data for national allocations for 2020 have not yet been released.

- 4.3 Local Authorities are not required to co-ordinate in-year admissions to all state-funded schools. Devon manages in-year applications for community and VC schools and extends this facility to all state-funded mainstream schools. The purpose is to enable

¹ Taken from <https://www.gov.uk/government/statistics/secondary-and-primary-school-application-and-offers-2018> and <https://www.gov.uk/government/statistics/secondary-and-primary-school-application-and-offers-2019>

parents to apply for one or more schools at the same time and promote a fair, transparent and lawful admissions process for all children in the county. By doing so, Devon seeks to minimise instances where children are missing education and ensure compliance with the School Admissions Code and School Admissions Appeals Code. Devon has consulted annually on an in-year co-ordinated admissions scheme; the proposed scheme for 2021-22 was brought forward from the previous academic year. A scheme for 2022-23 is also prepared in order to bring arrangements in line with the normal round and enable own-admission authority schools to better understand the arrangements they commit to in their own admissions policies for 2022-23. As an integral part of a fair, legal and transparent admissions service, Devon-wide in-year co-ordination is supported by funding from the Dedicated Schools' Grant for all state-funded, mainstream schools.

- 4.4 Published Admission Numbers (PANs) were proposed for community and VC schools, taking into account the accommodation available, expected local demand, sensible organisation, a strategic overview of the number of places in an area, the constraints of Key Stage One Class Size Legislation and the flexibility to increase PANs where this becomes necessary. The proposed PANs are listed at **Appendix One** and can be found in the individual admissions policy document for each school at <http://devon.cc/schoolpolicy>
- 4.5 The proposed catchment areas for community and VC schools were brought forward from the previous academic year with two amendments: a) the northern section of the catchment area for Bishopsteignton School and the eastern side of the catchment area for Chudleigh Church of England Primary School and b) the eastern boundary of the catchment for Modbury Primary School, to the south of Boarshill. The amendments are detailed at **Appendix Two**.
- 4.6 Devon's Fair Access Protocol provides for vulnerable children who otherwise would be out of school. It is continually reviewed in consultation with Devon schools and must reflect local circumstances. Work is ongoing with head teacher and governing board colleagues to review the Protocol although we are mindful of a revised School Admissions Code which is anticipated later in this term or the summer term. Significant changes to Fair Access requirements were proposed by Government in a national consultation and the final version of the Code will inform Devon's revision. Cabinet will be invited to consider a revised version at the end of this process.
- 4.7 The primary and secondary co-ordination schemes have statutory deadlines. They must be determined by the end of February ahead of applications in September (2021) for admission the following September (2022). This has been taken into account in a timetable for the admissions process which is detailed at **Appendix Three**.
- 4.8 The latest [Guidance from the Department for Education](#) has clarified an expectation that applications submitted from another country will be managed without reference to a child's nationality or right of entry into the country. Admission authorities for schools may not refuse admission to a child on the grounds that the application was submitted from overseas. The LA may advise parents of children who are overseas nationals to check that they have a right of abode in this country or that the terms of their immigration status permit them to access a state-funded school. This advice is to assist parents rather than to monitor or place limitations on their applications.
- 4.9 In Devon, the approach to applications from overseas has been not to offer admission to a state-funded school where that offer might be used to influence a visa application or other decision whether a child may enter the country. In order to ensure compliance with the intent of the School Admissions Code, as indicated in the above new

Guidance, determined co-ordinated admissions schemes and individual community and VC school policies for 2020-21 and 2021-22 have been amended. Reference to overseas applications has been removed and a note inserted in each document to record the change.

- 4.10 Few applications are received by the Devon Admissions Service each year where evidence of a right of entry is requested.
- 4.11 The community and VC schools below requested that they be able to prioritise children from the school nursery. For this to progress, information was requested regarding the size of their nursery cohorts and, from that, whether any “Other children” would have a realistic prospect of being admitted. This information is yet to be confirmed; if it is ahead of the Cabinet meeting, this report will be updated accordingly with a recommendation specific to each school. At the time of writing, the recommendation has to be not to include priority for nursery children for these schools without evidence that the interests of local children would be protected

Brampford Speke Church of England Primary School (PAN 10)
 Cheriton Fitzpaine Primary School (PAN 15)
 Newton St Cyres Primary School (PAN 20)
 Silverton Church of England Primary School (PAN 20)
 Thorverton Church of England Primary School (PAN 15)

5. OWN ADMISSION AUTHORITY SCHOOLS

- 5.1 Many schools in Devon are responsible for their own admissions policy and decisions in response to admissions applications. These are academy, free, studio, voluntary aided and foundation schools and university technical colleges (UTCs). At the time of writing, there were²:

Academy schools	176
Foundation schools	36
Free schools	8
Studio schools	1
University Technical College	1
Voluntary Aided	28
	250

There remain, a number of schools for which Devon is the admissions authority:

Community	73
Voluntary Controlled	31
	104

- 5.2 All LAs have a responsibility under the School Admissions Code to collate and publish the admission arrangements of all schools, including own admission authority schools. Devon meets this requirement by publishing a copy of all policies at <http://devon.cc/schoolpolicy> and reviews the policies of all schools to ensure that they are legally compliant. Where the DCC Admissions Service identifies that any part of a school’s admission arrangements may be unlawful, it will raise the issue with the

² School types data is taken from the Department for Education’s *Get Information About Schools* website for Devon schools and academies.

school's admissions authority and seek amendments to make the arrangements lawful. Where agreement is not reached, a decision on whether to formally object to the arrangements to the Office of the Schools' Adjudicator will be made and also, where appropriate, representations are made to the Regional School Commissioner and Education & Skills Funding Agency.

- 5.3 The first stage of the compliance process is to work closely with own admission-authority schools with their admissions policies. Where amendments are made to policies for community and VC schools, they are recommended to all own-admission authority schools. In most cases, Devon formulates the policy for own-admission authority schools to consider and approve. Support for own-admission authority schools has included scrutiny, advice and challenge as necessary.
- 5.4 With regard to overseas applications (see sections 4.8-4.9), own-admission authority schools have been advised to make the same amendment and this has been drafted where necessary for all schools whose 2020-21 and 2021-22 policies have been formulated by the LA for their approval. Where this affects academies neighbouring LA areas, those LAs have been informed.

6. EDUCATION TRAVEL ARRANGEMENTS

- 6.1 In previous years, the Education Transport Policy has been included in the admissions consultation and Members have been requested to consider them at the same time. The arrangements proposed for 2022-23 for statutory age children and Post-16 students are those previously determined for 2021-22 with changes proposed to wording to improve understanding, indicated by tracked changes in highlighted text.
- 6.2 There are minor proposed changes to wording recommended to Cabinet for determination. They are set out at **Appendix Five**.

7. RELEVANT AREA

- 7.1 The Relevant Area is the geographical area within which a school and the LA must consult on its proposed admission arrangements. The Relevant Area proposed for Devon for the next two years remains unchanged. This applies to the consultations which take place in 2021 and in 2022 for admission to school in 2023 and 2024 respectively.
- 7.2 The Devon Relevant Area will reflect statutory requirements which are:

For the Local Authority:

- the administrative area of Devon County Council (not including the administrative areas of Torbay Council or Plymouth City Council) and
- An area within 3 miles of the border with the local authorities of Cornwall, Dorset, Plymouth, Somerset and Torbay.

For own-admission authority **academy, free, foundation and voluntary aided infant, junior and primary schools** located within the Devon LA administrative area:

- a 10-mile radius of the school, or,
- where this covers a neighbouring authority area, up to 3 miles into that area.

For own-admission authority **academy, free, foundation and voluntary aided**

secondary schools, studio schools and university technical colleges located within

the Devon LA administrative area:

- a 15-mile radius of the school, or,
- where this covers a neighbouring authority area, up to 3 miles into that area.

8 FINANCIAL CONSIDERATIONS

- 8.1 There are no direct financial considerations of this report. Further to the report to Cabinet last February on this matter, Devon has revised its Traded Service arrangements in response to the increased numbers of own admissions schools.
- 8.2 The proposal to increase the amount the Transport Officer Appeal Panel can approve for discretionary travel from £35 to £80 per day acknowledges the existing costs already being met within the current policy and the general cost of daily transport. The numbers accessing discretionary funding is very low and this procedural change will not result in an additional budget pressure.

9 SUSTAINABILITY CONSIDERATIONS

- 9.1 The admissions policy supports the principle of providing local places at local schools.

10 EQUALITY CONSIDERATIONS

- 10.1 Equality of access to education opportunities is a fundamental feature of school admission arrangements and the education transport policies. All policies for consideration have been subject to an Equality Impact Needs Assessment, at www.devon.gov.uk/admissionarrangements.
- 10.2 Increasingly in a more autonomous school system, all LAs will need to ensure schools comply with the admissions code and be prepared to challenge practice that is neither legal nor inclusive.

11 LEGAL CONSIDERATIONS

- 11.1 School admission arrangements are a statutory function of Devon County Council. Setting fair, transparent and legal co-ordinated admission arrangements ensures that Devon meets its duty and enables parents, schools and other interested parties to have confidence in them.
- 11.2 The admission arrangements have been proposed and the subject of consultation under requirements of the statutory School Admissions Code 2014. Arrangements must be determined by Devon by 28 February and must be compliant with the statutory requirements of the Code. The amendments to policies are compliant with the Code.

12 RISK MANAGEMENT CONSIDERATIONS

- 12.1 The key risk is that admission arrangements are not determined by the statutory date of 28 February. This would mean that Devon County Council was not compliant with the requirements of the Code. It would be liable to censure from the Department for Education and the Office of the Schools' Adjudicator (OSA).
- 12.2 By not determining compliant arrangements, Devon parents and schools would be a) unable to plan effectively for the next school admissions round in 2022-23, applications for which will open in the autumn 2021 or b) to effectively plan for in-year admissions during 2021-22 and 2022-23. This would be a failure of Devon to formulate and manage a fair and transparent admissions system. Furthermore, Devon's neighbours would have cause for concern that Devon may not meet its duty to co-ordinate

arrangements for admissions across local authority boundaries. Action on the recommendations addresses this risk.

12.3 During restrictions in place during the covid-19 pandemic, the risk of children not accessing appropriate education has been managed by the Admissions Service working alongside other teams within Education and Learning. The LA has continued its work through the usual School Admissions annual cycle on a “business as usual” basis during the restrictions under covid-19. All statutory deadlines have been met – consultation and determination of policies, application windows for normal round admission into schools and appeals have been scheduled within the required timescales. The allocation of in-year admission places has worked within Department for Education guidance and allowed for vulnerable and key worker children to access new schools as necessary for continued education on site while other children have been offered remote learning by their schools.

12.4 Eligibility to transport to and from school has continued to be managed by the Transport Co-ordination Service which has worked to reduce the risk of transmission among passengers and vehicle operators. Those children who have been able to access on-site education have had continued provision with all concerned introducing processes to socially distance as far as possible and to initiate enhanced cleaning schedules.

13. CONCLUSION

13.1 Devon County Council has a broad role in school admissions. It must set admission arrangements for those schools where it is the admissions authority and it must manage normal round admissions for all state-funded schools and children within its area. Where it believes that the arrangements for own admission authority schools are unlawful, it has a further duty to seek a local agreement for them to be lawful or make a formal objection. The approach is to provide a comprehensive support service for own admission authority schools and academies to minimise instances where admission authorities introduce unlawful and unfair arrangements, whether or not inadvertently. The aim is to enable parents to have confidence that the admissions process in Devon is fair, transparent and consistent, regardless of the school’s designation. The statutory responsibilities of the LA are much greater than the setting of these arrangements requiring day to day review and assessment of admissions decisions for all school, no matter their governance.

The recommendations in this paper will ensure Devon County Council meets its statutory responsibilities in respect of school admissions.

Dawn Stabb
Head for Education and Learning

ELECTORAL DIVISION: All

Cabinet Member for Children, Schools and Skills: Councillor James McInnes

Contact for enquiries: Andrew Brent, Senior Policy Officer 01392 383000

Local Government Act 1972. Background Papers:

Appendix One – Proposed Published Admission Numbers for Community and Voluntary Controlled schools

Published Admission Numbers can also be viewed as part of each school's admissions policy for each academic year, published at <http://devon.cc/schoolpolicy>

			PAN 2021	PAN 2022
2400	Community	Abbotskerswell Primary School	15	15
2201	Community	Ashwater Primary School	8	8
2206	Community	Beaford Community Primary & Nursery School	15	15
3101	Voluntary Controlled	Berry Pomeroy Parochial Church of England Primary School	15	15
3053	Voluntary Controlled	Berrynarbor Church of England Primary School	12	12
2210	Community	Bishops Nympton Primary School	10	10
2402	Community	Bishopsteignton School	30	30
2717	Community	Bolham Community Primary School	16	16
2404	Community	Bovey Tracey Primary School	40	40
2002	Community	Bow Community Primary School	20	20
2472	Community	Bradley Barton Primary School and Nursery Unit	60	60
3001	Voluntary Controlled	Brampford Speke Church of England Primary School	10	10
3002	Voluntary Controlled	Branscombe Church of England Primary School	10	10
3003	Voluntary Controlled	Broadhembury Church of England Primary School	8	8
3004	Voluntary Controlled	Burlescombe Church of England Primary School	12	12
2476	Community	Canada Hill Community Primary School	45	45
2007	Community	Cheriton Fitzpaine Primary School	15	15
3105	Voluntary Controlled	Chudleigh Church of England Community Primary School	60	60
3777	Community	Clyst Heath Nursey and Community Primary School	45	45
2009	Community	Clyst St Mary Primary School	30	30
3152	Voluntary Controlled	Cornwood Church of England Primary School	15	15
2025	Community	Countess Wear Community School	45	45
2015	Community	Culmstock Primary School	20	20
3107	Voluntary Controlled	Dartington Church of England Primary School	50	50
2431	Community	Decoy Primary School	60	60
2416	Community	Denbury Primary School	17	17
2223	Community	East Anstey Primary School	7	7
2207	Community	East-The-Water Community Primary School	60	60

Appendix One – Proposed Published Admission Numbers for Community and Voluntary Controlled schools

2603	Community	Ermington Primary School	25	25
2420	Community	Exminster Community Primary	60	60
3059	Voluntary Controlled	Georgeham Church of England (VC) Primary School	15	15
3060	Voluntary Controlled	Goodleigh Church of England Primary School	10	10
3061	Voluntary Controlled	Great Torrington Bluecoat Church of England Primary School	75	75
2604	Community	Gulworthy Primary School	12	12
2228	Community	Halwill Community Primary School	15	15
2605	Community	Hatherleigh Community Primary School	30	30
3779	Community	Haytor View Community Primary School	30	30
2012	Community	Hayward's Primary School	60	60
2448	Community	Hazeldown School	60	60
2432	Community	Highweek Community Primary and Nursery School	60	60
3063	Voluntary Controlled	Holsworthy Church of England Primary School	45	45
2048	Community	Honiton Primary School	60	60
2231	Community	Horwood and Newton Tracey Community Primary School	14	14
3065	Voluntary Controlled	Ilfracombe Church of England Junior School	105	105
2232	Community	Ilfracombe Infant and Nursery School	120	120
3013	Voluntary Controlled	Kentisbeare Church of England Primary School	25	25
2234	Community	Kentisbury Primary School	8	8
2050	Community	Kilmington Primary School	15	15
2425	Community	Kingsbridge Community Primary School	60	60
3112	Voluntary Controlled	Kingskerswell Church of England Primary School	60	60
2026	Community	Ladysmith Infant and Nursery School	90	90
2027	Community	Ladysmith Junior School	90	90
3154	Voluntary Controlled	Lamerton Church of England Voluntary Controlled Primary School	8	8
2079	Community	Landscore Primary School	60	60
2237	Community	Langtree Community School and Nursery Unit	12	12
2612	Community	Lifton Community Primary School	25	25
3028	Voluntary Controlled	Littleham Church of England Primary School	30	30
2428	Community	Loddiswell Primary School	15	15

Appendix One – Proposed Published Admission Numbers for Community and Voluntary Controlled schools

3014	Voluntary Controlled	Lympstone Church of England Primary School	30	30
3114	Voluntary Controlled	Malborough with South Huish Church of England Primary School	15	15
2610	Community	Manor Primary School, Ivybridge	40	40
2622	Community	Mary Tavy and Brentor Community Primary School	15	15
2614	Community	Milton Abbot School	15	15
2715	Community	Modbury Primary School	30	30
2239	Community	Monkleigh Primary School	15	15
2054	Community	Newton Poppleford Primary School	30	30
2055	Community	Newton St Cyres Primary School	20	20
2029	Community	Newtown Primary School	30	30
3015	Voluntary Controlled	Offwell Church of England Primary School	17	17
3066	Voluntary Controlled	Parracombe Church of England Primary School	8	8
3016	Voluntary Controlled	Payhembury Church of England Primary School	15	15
2205	Community	Pilton Infants' School	60	60
3017	Voluntary Controlled	Plymtree Church of England Primary School	15	15
2059	Community	Sandford School	30	30
2060	Community	Seaton Primary School	60	60
2618	Community	Shaugh Prior Primary School	10	10
2243	Community	Shebbear Community School	10	10
2244	Community	Shirwell Community Primary School	8	8
2062	Community	Shute Community Primary School	12	12
4011	Community	Sidmouth College ³	150 (10)	150 (10)
3022	Voluntary Controlled	Silverton Church of England Primary School	20	20
2245	Community	South Molton Community Primary School	30	30
2242	Community	St Giles-on-the-Heath Community School	15	15
3069	Voluntary Controlled	St Mary's Church of England Primary School, Bideford	60	60
3128	Voluntary Controlled	St Michael's Church of England Primary School	60	60
3024	Voluntary Controlled	Stoke Canon Church of England Primary School and Pre-school	20	20
2033	Community	Stoke Hill Infant and Nursery School	90	90
2034	Community	Stoke Hill Junior School	90	90
2445	Community	Stokeinteignhead School	15	15

³ PAN 150 at Year 7 and PAN 10 at Year 12 for external students

Appendix One – Proposed Published Admission Numbers for Community and Voluntary Controlled schools

2446	Community	Stokenham Area Primary School	30	30
2609	Community	The Erme Primary School	25	25
2461	Community	The Grove Primary School	45	45
2090	Community	The Topsham School	30	30
3025	Voluntary Controlled	Thorverton Church of England Primary School	15	15
2710	Community	Ugborough Primary School	25	25
3026	Voluntary Controlled	Uplowman Church of England Primary School	8	8
2073	Community	Upottery Primary School	15	15
2209	Community	West Croft School	90	90
2249	Community	West Down School	15	15
2074	Community	Whimble Primary School	20	20
2075	Community	Willand School	60	60
2724	Community	Willowbrook School	60	60
3011	Voluntary Controlled	Withycombe Raleigh Church of England Primary School	90	90
3375	Community	Wynstream School	60	60

Appendix Two – Proposed amendments to Catchment areas for Community and Voluntary Controlled schools

1. The proposed 2022-23 catchment areas for community and voluntary controlled schools include one amendment from the previous academic year.
2. It has been proposed to reduce the catchment area for Bishopsteignton School (community). This current area is shown with a yellow background and the area to be reduced is circled by a red line. The northernmost boundary is over 7 miles from the school itself. There are no records of children from this area choosing to attend Bishopsteignton or its linked secondary school, Teignmouth Community School, Exeter Road. It does not, therefore, form part of either school's local community. There are other schools closer to this area. It would be a significant expense were a child from this area require new transport to be put in place on catchment grounds to Bishopsteignton or Teignmouth.



The area has been proposed for inclusion in the catchment areas for Chudleigh Church of England Primary School (Voluntary Controlled) and a number of own-admission authority schools: Teign School, Dawlish College, Kenn Church of England Primary School, Kenton Church of England Primary School and Westcliff Primary Academy.

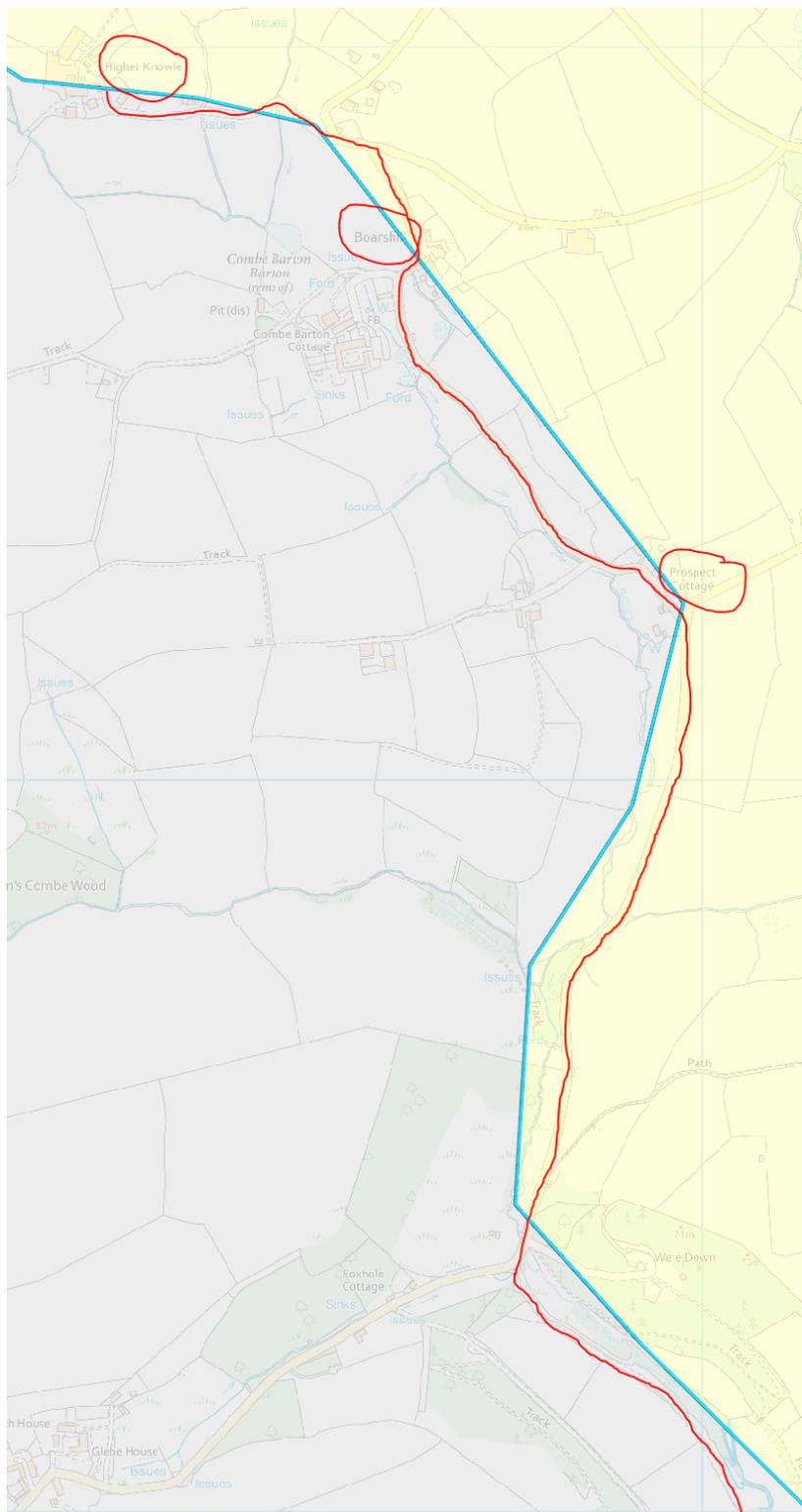
The area to be redistributed is sparsely populated. In previous years, residents have been educated at the closer schools and not at Bishopsteignton. This amendment to Bishopsteignton and Chudleigh's areas seeks to reflect patterns of parental preference and also remove a liability to transport on catchment grounds that could be called upon while there are reasonable alternatives significantly closer.

3. A member of the public suggested that the boundary between Kingsbridge and Ivybridge Community Colleges be amended in order to make clearer the boundary position; and have the effect of moving the family residence from one catchment to the other. As linked primary school catchments combine to form the catchments of these secondary schools, this could have an impact on the area for Modbury Primary School (community). From discussion with Kingsbridge Community College, a minor amendment will be made to the College's catchment in order to follow the road closest to the current boundary so that it is clear to all parties where the boundary is at this point, close to Prospect Cottage as marked on the map. No residences will be moved from one catchment area to another. The boundary for Modbury will be adjusted to the same degree. Changing the catchment area boundary to follow the road, as described above, will see no change to admissions priority or the current entitlement to free school transport entitlement.

The area is shown below:

The current boundary is shown by a blue line with the catchment area of Kingsbridge Community College and Aveton Gifford Church of England Primary School to its right, with a yellow background and the

Appendix Two – Proposed amendments to Catchment areas for Community and Voluntary Controlled schools



catchment area of Ivybridge Community College and Modbury Primary School to its left with a grey background. This boundary has been in place since the pre-existing paper maps were digitised in 2003. There was no intent to amend the boundary at that time.

The new boundary at this point would follow the roadway as it travels northwards from the river, past Prospect Cottage, Boarshill, to Higher Knowle (locations circled in red). This follows the current boundary to within 15 and 66 metres and is a clear, geographical marker beyond the point where the watercourse is no longer visible or marked on a map. The watercourse lies up to 147 metres from the current boundary.

Further work to follow catchment area boundaries could be undertaken in the future for the remainder of the region in order to remove uncertainty.

4. Catchment area maps for the whole of Devon can be viewed at [School designated \(catchment\) areas - Education and Families \(devon.gov.uk\)](http://School designated (catchment) areas - Education and Families (devon.gov.uk))

Appendix Three – admission arrangements timetable

Timetable for the admissions cycle for 2021 and 2022

Statutory dates are in bold.

	Action	Action by
15 January 2021	Deadline for timely applications for the normal round of admissions to primary, infant and junior schools.	Admissions service
31 January 2021	Deadline for the completion of the consultation on proposed admission arrangements	Admission Authority
28 February	All policies to be formally determined – including the date of determination in the Policy version section.	Admission Authority
28 February	Appeals timetable to be published	Admissions Service Admissions authority
1 March	National Offer Day for the normal round of admissions to secondary schools.	Admissions Service
15 March	All policies to be published on school websites All faith policies to be forwarded to Diocese All policies to be forwarded to LA Policy Officer.	Admission Authority
16 April	National Offer Day for the normal round of admissions to primary, infant and junior schools.	Admissions Service
By 15 May	Deadline for objections to the OSA	
Summer term 2021	Review content and presentation of policies for 2023-24	Admissions Service
By 1 September	All faith own admission authority schools will receive a suggested new document for consideration	Admissions Service
By 15 September	All other own admission authority schools will receive a suggested new document for consideration	Admissions Service
By 30 September	Faith schools to meet and agree a proposed policy then forward to Diocese (CE confirmed timescale)	Admission Authority
31 October	Deadline for timely applications for the normal round of admissions to secondary schools.	Admissions Service
By 31 October	Diocese to forward proposed policies to LA Policy Officer	CE Diocese Catholic Diocese (if required)
By 31 October	All other own admission authority schools to return proposed policies to LA Policy Officer	Admission authority
1 November	LA-hosted consultation live for proposed admission arrangements for 2022-23	Admissions Service
7 January 2022	LA-hosted consultation ends	Admissions Service
31 January	Deadline for the completion of the consultation on proposed admission arrangements	Admission Authority
28 February	All policies to be formally determined – including the date of determination in the Policy version section.	Admission Authority
28 February	Appeals timetable to be published	Admissions Service

Appendix Three – admission arrangements timetable

		Admissions authority
15 March	All policies to be published on school websites All faith policies to be forwarded to Diocese All policies to be forwarded to LA Policy Officer.	Admission Authority
By 15 May	Deadline for objections to the OSA	

Appendix Four – recommended amendments to the Co-ordinated Admissions Schemes

1. The policy documents can be viewed at <http://devon.cc/lapolicies>:
 - Recommended 2022-23 Normal Round Admissions Scheme.
 - Recommended 2021-22 In-Year Co-ordinated Admissions Scheme
 - Recommended 2022-23 In-Year Co-ordinated Admissions Scheme
2. Amendments to wording are highlighted in red text.
3. Dates have been rolled forward for the new academic year.
4. Wording added at section 2.2 to note that a revised School Admissions Code in 2021 may require amendment to the Scheme in order to maintain compliance.
5. Clarification at section 4.7 – children are taken off roll from schools at the end of Year 11 but will still have an entitlement to attend that school's Year 12 without making a formal application for readmission. They must meet the school's academic requirements to pursue specific courses but cannot be refused admission on the grounds that the sixth form is oversubscribed.
6. Footnote 19 at section 4.7 is amended to clarify that a school's published admission arrangements must make provision if there is an intention to waive its academic requirements in exceptional circumstances.
7. At section 9.2 it was proposed to add priority for children who, as it appears to the admission authority, have been adopted from state care in another country. This was included in a proposed revised Admissions Code which was the subject of a national consultation in the autumn. It has since become clear that a revised Code will not be in force before the end of February by which time all admission arrangements must be determined. It would be unlawful to include this provision as drafted until the revised Code is in force. If, as anticipated, it comes into force in the spring or summer term, admission arrangements will be amended as necessary for each academic year. This would be for 2022-23 but may also be for 2021-22 and 2020-21. All amendments will be made under the terms of the Admissions Traded Service on behalf of all schools and academies.
8. Footnote 21 at section 9.2 has been amended to note that Children in Care or previously in Care will be considered to be permitted exceptions to Infant Class Size Legislation where they are admitted after the first offer of places to Reception on 16 April as they will have been allocated after the normal round. This will enable offers to be confirmed earlier so that schools can work with children ahead of the summer holidays as part of their induction.
9. Footnote 30 to section 13.2 added to note that some academies in other LA areas use the Devon Independent Appeals Panel as part of the Devon Admissions Traded Service.
10. Wording added at section 13.6 to note that an admissions appeals timetable will be included in each school admissions policy and at Appendix 11 of the scheme.
11. At section 15.1 wording added to emphasise that a school decision in response to a request to teach a child out of their chronological year group will be made in what it considers to be the child's best interests. This is a requirement of the Admissions Code and reflects existing practice in schools.

Appendix Four – recommended amendments to the Co-ordinated Admissions Schemes

12. At section 17.2, the list of selective schools and schools with aptitude testing in a neighbouring LA area has been updated. This has not been done in the In-Year Scheme as Devon does not co-ordinate in-year applications for selective schools in other LAs.
13. At section 19.1, a national identity card has been added as evidence of age.
14. Section 20.1 has been rewritten. This reflects new guidance from the Department for Education that all applications submitted from outside of the United Kingdom must be considered in the same way, regardless of nationality or the immigration status of a child. Places will be offered or refused according to whether there are vacancies and the child's priority according to the school's oversubscription criteria as necessary. Where a school has reason to question a pupil's immigration status, it should raise its concerns with the immigration authorities. A child must not be refused admission or required to leave the school on these grounds. As this amendment is required to comply with intent of the School Admissions Code, it will be reflected in the previously determined schemes for 2020-21 and 2021-22. References to this issue have been removed from the glossary in the determined school policies for 2020-21 and 2021-22 and recommended policies for 2022-23.
15. Similarly, sections 20.2 and 20.4 have been removed. Section 20.3 has been renumbered as 20.2; section 20.5 has been renumbered as 20.3. The new section 20.3 has been amended to remove reference to the previous limitations. For the In-Year Scheme, this applies to section 19.
16. A new section 30.5 has been included to clarify that internal candidates for sixth forms – those students who completed Year 11 at the school and wish to study in Year 12 – may only be refused admission on academic grounds while external candidates may be refused on academic grounds or because the sixth form is oversubscribed.
17. In Appendix 2. The glossary for the In-Year and Normal Round Schemes 2021-22 match each other; the glossary for the In-Year and Normal Round Schemes 2022-23 match each other.
18. In the entry for **Published Admission Number**, wording has been inserted to confirm that the PAN for a school relates only to external candidates and not younger children moving up within the school.
19. In then entry for **Application**, wording has been inserted to confirm when an application is considered to have been made when submitted or when further information is received that was required to verify the application and its priority. An example in practice is where two applications are received but one hasn't provided evidence of a new address. That application is considered to have been made when the evidence is received. The other application will be considered and, potentially offered, first.
20. Further, a note was added to confirm that a sixteen-year old may apply for admission in their own name. He or she may also submit admission appeals.
21. Caveats were included in the definitions for catchment area, **faith priority**, **priority for children of staff**, **nursery attendance**, **pupil premium**, **linked school priority**, **Children in Care** or **siblings** that eligibility for each oversubscription criterion is not a guarantee of admission.

Appendix Four – recommended amendments to the Co-ordinated Admissions Schemes

22. A new D-CAF7 **application form** was introduced for use only where a Devon-resident child seeks admission out of county to a Middle or High school in another LA area.
23. Entries to explain **deferred** admission and delayed **admission** were included for all schools as a means to give consistent and comprehensive advice to readers of any school policy formulated by the LA.
24. Information specific to sixth form students was included in the entry for **Education Transport**.
25. A note was included in the entry for the **Fair Access Protocol** to clarify that it does not apply to sixth form admissions.
26. The entry for **General Data Protection Regulation** has reference to sharing information with another school when a place has been offered. This is to make it clear that the new school will receive information about the child and the application. Further, it is clarified that – unless otherwise established - while both parents are entitled to know an application has been made and its outcome, the reasons one parent gave in the application will not be shared with the other parent.
27. In the entry for **home address**, a note was added to clarify that the home address is only relevant for external candidates. This is because internal candidates must be able to study in the sixth form if they wish, subject to meeting the course academic requirements.
28. In the entry for **linked school**, a note was added to clarify that sixth forms do not give priority for children at a linked school. This is because internal candidates must be able to study in the sixth form if they wish, subject to meeting the course academic requirements.
29. An entry was made for **nodal points**. Although not currently in use for any Devon school, it is a lawful option for prioritising applications where straight-line measurement may cause anomalous results.
30. The entry for **overseas children** was rewritten to reflect recent guidance that all applications from abroad must be considered without reference to nationality.
31. In the entry for **service families**, the measurement point for distances to school has been clarified as the main entrance to the residential property or the centre of the front gate of the unit address where that is necessary. This is to reflect the different circumstances there may be for children of service personnel posted to a new area.
32. In the entry for **waiting lists**, wording was added to set out when sixth forms are likely to keep waiting lists. This differs from schools for children below the school leaving age.
33. At **Appendix 3**, the proposed inclusion of priority for children adopted from state care outside of England and has been removed as detailed above. An associated footnote to the criterion alerted consultees to this. The provision will be reinserted in due course when the revised School Admissions Code is in force.
34. At **Appendix 7**, reference to the new D-CAF7 has been inserted.

Appendix Four – recommended amendments to the Co-ordinated Admissions Schemes

35. At **Appendix 9**, dates for the selective testing for schools in other LA areas and their outcomes will be inserted when the respective policies have been determined.
36. A new **Appendix 11** has been inserted with an appeals timetable.

Additionally, in the In-Year Schemes

37. At section 3.9, the time for decisions to be made is reduced from 15 to 10 school days. This is in anticipation of the revised Admissions Code, its inclusion here being compliant with the existing Code.
38. At sections 3.9 and 8.3, 6pm is the cut-off time each day for applications to be considered together. This is in place of 2pm and removes potential issues with postal deliveries arriving at different times.
39. At sections 3.9 and 11.2, the timescale for the LA to notify schools of applications is reduced from 5 to 2 school days and to process decisions is reduced from 5 to 3 school days. This allows for the whole application process to fall from an expected 15 to 10 school days without putting additional pressure on schools.
40. At section 3.9, wording is amended from 'a reasonable timescale' with an associated footnote to refer to the timescale set out immediately above.
41. Footnote 13 at section 3.9 has the addition of a note that the timescales set out are shorter for Children in Care.
42. 2021-22: Footnote 16 at section 3.12 has been inserted to confirm that a parent may make an application on the common application form in all cases and to note that schools may choose to participate in in-year co-ordination where they have previously taken applications direct.
2022-23: it is anticipated that the schools named will be taking part in in-year co-ordination under their own published admission arrangements.
43. A new section 5.4 has been included to emphasise the requirement for parents to complete a Supplementary Information Form if they are seeking priority for admission on the grounds of an exceptional need to attend that particular school.
44. At section 11.3, clarification is made that the LA will not inform parents of other vacancies at the point when it makes an offer in the in-year scheme.
45. At section 13.4, clarification is inserted that in-year admission appeals can be submitted by a parent at any time. There is no deadline for timely appeal submissions as there is at the normal round of admissions.
46. A new section 27.3 is inserted which clarifies that an in-year admission to sixth form, that is after the normal round into Year 12, will be considered as an external candidate, even for those students who completed Year 11 at the school.
47. A new section 31 is included to advise that emergency circumstances, as with the first national lockdown may impact on the operation of admission arrangements and admissions appeals in the interests of public health and safety.

Appendix Five – recommended amendments to the Education Transport Policy

1. The proposed policy documents can be viewed at <http://devon.cc/lapolicies>:
 - Recommended 2022-23 Education Transport Policy
 - Recommended 2022-23 Post-16 Education Transport Policy.
2. Amendments to wording are highlighted text. There are no amendments to the policies or entitlement to education transport support.
3. Dates have been rolled forward for the new academic year.
4. At appendix 3, the DELEGATED upper limit FOR THE OFFICER APPEAL PANEL WHERE discretionary transport is provided in a LIMITED number of circumstances is raised from £35 to £80 per day. This reflects the UPDATED costs the LA routinely faces. Where the cost of transport would be higher than this, authority is sought from the Portfolio Holder, as set out in section 8.54 of the policy
5. The upper limit for transport provided to support Managed Moves for children at the risk of Permanent Exclusion is removed to support inclusive practice. This transport provision is more usually by lower-cost routes such as existing transport.
6. At Appendix 5, transition arrangements for catchment-area transport entitlement is removed as both primary schools in South Molton are fully open.
7. At Appendix 5, information regarding the propose relocation of Tipton St John Church of England Primary School is removed following the East Devon District Council planning decision.