



Office of  
the Schools  
Adjudicator

**Local Authority Report**

to

**The Schools Adjudicator**

from

**Newcastle Local Authority**

to be provided by

**30 June 2019**

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**Please email your completed report to: [osa.team@schoolsadjudicator.gov.uk](mailto:osa.team@schoolsadjudicator.gov.uk)  
by 30 June 2019 and earlier if possible**

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## Introduction and guidance on completing the report

1. Section 88P of the School Standards and Framework Act 1998 (the Act) requires every local authority to make an annual report to the adjudicator. The Chief Adjudicator then includes a summary of these reports in her annual report to the Secretary for State for Education. The School Admissions Code (the Code) sets out the requirements for reports by local authorities in paragraph 6. Paragraph 3.23 specifies what must be included as a minimum in the report to the adjudicator and makes provision for the local authority to include any other matters. The report **must** be returned to the Office of the Schools Adjudicator by **30 June 2019**.
2. Please note that the specified date for returning this form by 30 June is a Code requirement; this is why some data are asked for by financial year.
3. We have made some changes to the information and categories of information sought this year:
  - a. we have removed references to “all through” schools and instead would be grateful if local authorities would follow the approach used in statutory provisions and in the Department for Education Statistical First Release<sup>1</sup> and the Education Middle School (England) Regulations 2002<sup>2</sup>, and
  - b. we have decided not to use the term “own admission authority schools” to mean those schools for which the local authority is not the admission authority (that is foundation, voluntary aided and academy schools). This is because a large number of arrangements are now determined by multi-academy trusts. We will therefore refer to ‘schools for which the local authority is not the admission authority’.
4. Local authorities will notice that we have not included this year a number of questions which have been asked in past years. This is because we judge that we are unlikely to receive much information that adds to the existing body of knowledge and do not wish to take up local authorities’ time unnecessarily. We have not asked:
  - a. for details of the particular provisions of admission arrangements determined by other admission authorities challenged by local authorities;
  - b. local authorities’ views of how well the interests of children with special educational needs or disabilities are met at the normal points of admission;
  - c. about the advantages and disadvantages of co-ordinating in year admissions;
  - d. about the reliance on paragraph 3.12 of the Code by other admission authorities in the local authority’s area;
  - e. for information about admission authorities’ approaches to deciding whether or not they had places available in year; or

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<sup>1</sup> [Department for Education Statistical First Release](#)

<sup>2</sup> [The Education Middle School \(England\) Regulations 2002](#)

- f. for the number of children refused admission to a school under the fair access protocol.

Local authorities are, of course, free to comment on any of these matters if they wish to do so under section 6. The views expressed by local authorities in previous years also remain a matter of public record.

5. We are asking new questions this year about:

- a. the proportion of schools with other admission authorities in the local authority area for which the local authority ranks preferences for the schools concerned on the admission authorities' behalf;
- b. use of oversubscription criteria which give priority to children adopted having previously been in care abroad; and
- c. how well served are children who are looked after by another local authority but being educated in the area of the local authority submitting the report.

6. We continue to ask about the use of the premiums in admission arrangements but have provided further guidance on this in footnote 11. In particular, we ask local authorities to include in their responses schools using part of any of the premiums (such as free school meals eligibility). Please consider this footnote before answering the questions on this matter.

## Information requested

### Section 1 - Normal point of admission

#### A. Determined arrangements

- i. Please give the date your local authority determined arrangements for admission in 2020 to its voluntary controlled and community schools.

11/03/2019

- a. This local authority has no community or voluntary controlled primary schools (please tick box if this applies)
- b. This local authority has no community or voluntary controlled secondary schools (please tick box if this applies)

- ii. Please specify the date the determined arrangements for voluntary controlled and community schools were published on the local authority's website.

15/03/2019

- iii. Please provide a link to where the admission arrangements can be viewed on the local authority's website on publication.

<https://www.newcastle.gov.uk/services/schools-learning-and-childcare/apply-school-place/school-admission-arrangements>

iv. What proportion of arrangements for schools for which the local authority is not the admission authority was provided to the local authority by 15 March 2019?

None     Minority     Majority     All

	Primary	Secondary
v. How many sets of admission arrangements of schools for which the local authority is not the admission authority were queried directly by your local authority because they were considered not to comply with the Code?	5	0
vi. Please provide any comments on the determination of admission arrangements not covered above.		

## B. Co-ordination

i. Provision of rankings:

a. What proportion of schools for which the local authority is not the admission authority provided their rankings correctly undertaken by the agreed date?

None     Minority     Majority     All

b. For what proportion of schools with other admission authorities in the local authority's area did the local authority rank preferences expressed for those schools in 2019?

None     Minority     Majority     All

ii. Please provide any comments you wish to make in respect of provision of rankings:

iii. Does the local authority charge schools for providing rank preferences?

Yes     No

- iv. Does the local authority rank preferences for other admission authorities in OTHER local authority areas and, if so, for how many schools?

No
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v. How well did co-ordination of the main admissions round work?	Not well	A large number of small problems or a major problem	Well with few small problems	Very well
Reception				X
Year 7				X
Other relevant years of entry				X
vi. Please give examples to illustrate your answer: No reported errors with the Reception and Transfer admissions processes. Schools returned ranked lists promptly. Cross border, LAC and EHCP cases resolved before National Offer Days.				

### C. Looked after and previously looked after children

- i. How well does the admissions system in your local authority area serve the interests of looked after children at **normal points of admission**?

Not at all  Not well  Well  Very well  Not applicable<sup>3</sup>

- ii. How well do the admissions systems in other local authority areas serve the interests of children looked after by your local authority at **normal points of admission**?

Not at all  Not well  Well  Very well  Not applicable<sup>3</sup>

- iii. How well does your admissions system serve the interests of children who are looked after by other local authorities but educated in your area at **normal points of admission**?

Not at all  Not well  Well  Very well  Not applicable<sup>3</sup>

- iv. How well does the admissions system in your local authority area serve the interests of previously looked after children at **normal points of admission**?

<sup>3</sup> 'Not applicable' will only be appropriate if there are no children falling within this definition.

Not at all  Not well  Well  Very well  Not applicable<sup>3</sup>

v. Priority in admission arrangements for 2020 for adopted children previously in care abroad.

a. Do the arrangements for any **community or voluntary controlled primary** schools include this priority for 2020?  Yes  No

If yes please provide the number of community or voluntary controlled primary schools that include this priority.

1

b. Do the arrangements for any **community or voluntary controlled secondary** schools include this priority for 2020?  Yes  No

If yes please provide the number of community or voluntary controlled secondary schools that include this priority.

1

c. Do the arrangements for any primary schools for which the local authority is **not the admission authority** include this priority for 2020?  Yes  No

If yes please provide the number of primary schools for which the local authority is **not the admission authority** that include this priority.

36

d. Do the arrangements for any secondary schools for which the local authority is **not the admission authority** include this priority for 2020?  Yes  No

If yes please provide the number of secondary schools for which the local authority is **not the admission authority** that include this priority.

1

e. Please comment on the use of a priority in admission arrangements for a child adopted who was previously in care abroad if you wish.

vi. Please give any examples of good or poor practice or difficulties which exemplify your answers about the admission to schools of looked after and previously looked after children at the **normal points of admission**:

All schools give priority to LAC and previously looked after children in accordance with the School Admissions Code. However it remains an issue in a small number of cases that faith schools give priority to children of their faith before LAC or PLAC without a proven faith, meaning these children do not always get offered a place in the preferred school.

## **D. Special educational needs and disabilities**

- i. Please provide any comments you wish to make on the admission of children with special educational needs and/or disabilities at the normal points of admission:

Children with EHCPs/statements are all admitted to named schools as a priority. Other children are admitted in line with the School Admissions Code.

This year we coordinated the dates that the EHCP process is completed with the National Offer Day dates. This has generally been successful but there are cases where this has not been possible. This means that schools and parents are aware earlier on in the process where students will be attending schools.

## **Section 2 - In year admissions<sup>4</sup>**

### **A. The number of in year admissions**

- i. Do you know the number of in year admissions to primary schools in your local authority area?  Yes  No

- ii. If 'no' is this for one or more of the following reasons (tick boxes as appropriate) because:

- schools with other admission authorities are not complying with the requirement in paragraph 2.22 of the Code to notify the local authority of applications for places and the outcome;
- the local authority does not use the information provided by schools with other admission authorities to collect the numbers of in year admissions; and/or

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<sup>4</sup> By in year we mean admission at the start of any school year which is not a normal point of entry for the school concerned (for example at the beginning of Year 2 for a five to eleven primary school) and admission during the course of any school year after the end of the statutory waiting list period in normal years of admission.



other? (please specify)

iii. Do you know the number of in year admissions to secondary schools in your area?  Yes  No

iv. If 'no' is this for one or more of the following reasons (tick boxes as appropriate) because:

- schools with other admission authorities are not complying with paragraph 2.22 of the Code;
- the local authority does not use the information provided by schools with other admission authorities to collate the numbers of in year admissions; and/or

other? (please specify)

v. If the local authority does know the number of in year admissions to state funded schools in its area, please complete the following table.

	Primary aged children	Secondary aged children
Number of in year admissions between 1/9/17 and 31/8/18	2298	964
Number of in year admissions between 1/9/18 and 31/3/19	1499	591

## B Co-ordination of in year admissions

i. To what proportion of community and voluntary controlled schools did the local authority delegate responsibility for in year admissions in the academic year 2018/19?

a) Primary:  Not applicable<sup>5</sup>  None  Minority  Majority  All

b) Secondary:  Not applicable<sup>5</sup>  None  Minority  Majority  All

ii. For what proportion of schools for which the local authority is not the admission authority does the local authority co-ordinate in year admissions?

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<sup>5</sup> 'Not applicable' will only be appropriate if the local authority has no community or voluntary controlled primary/secondary schools.

- a) Primary: None Minority Majority  All  
b) Secondary: None Minority Majority  All

iii. Please provide any comments on the co-ordination of in year admissions if you wish.

Schools can purchase a service level agreement for the local authority to process in year applications.

## C Looked after children and previously looked after children

i. How well does the in year admissions system serve children who are looked after by your local authority and who are being educated in your area?

Not at all Not well Well Very well Not applicable<sup>6</sup>

ii. How well do the in year admission systems in other local authority areas serve the interests of your looked after children?

Not at all Not well Well Very well Not applicable<sup>6</sup>

iii. How well does your admissions system serve the interests of children who are looked after by other local authorities but educated in your area?

Not at all Not well Well Very well Not applicable<sup>6</sup>

iv. How well does your in year admissions system serve the interests of previously looked after children?

Not at all Not well Well Very well Not applicable<sup>6</sup>

v. Please give examples of any good or poor practice or difficulties which support or exemplify your answers about looked after and previously looked after children:

Examples of schools being hesitant to offer a school place when they are already over PAN. Intervention needed by school admissions to place these children. Some areas of Newcastle secondary schools feel like a disproportionate amount of LAC students are applying for their school compared to other areas. Catholic schools with split LAC categories (Catholic/Non Catholic) are causing confusion when other professionals are involved. This also can lead to Catholic schools having lower LAC numbers than other schools.

<sup>6</sup> 'Not applicable' will only be appropriate if there are no children falling within this definition.

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## D Children with special educational needs and/or disabilities

- i. How well served are children with special educational needs and/or disabilities who have an education health and care plan that names a school when they need to be admitted in year?

Not at all  Not well  Well  Very well  Not applicable<sup>7</sup>

- ii. How well served are children with special educational needs and/or disabilities who do not have an education health and care plan when they need to be admitted in year?

Not at all  Not well  Well  Very well  Don't know

- iii. Please give examples of good or poor practice or difficulties which support or exemplify your answers:

Feedback from parents indicate that schools are not supportive of in year applications with SEND. This is backed up by admissions staff having difficult conversions with schools about their responsibilities.

Cases which are highlighted to school admissions are resolved effectively but there are cases where children with named schools are missing education.

## E Other children<sup>8</sup>

- i. How well served are other children when they need a new school place in year?

Not at all  Not well  Well  Very well  Don't know

- ii. Please provide any comments you wish to make in respect of other children:

The number of students submitting in year application where no house move has occurred has continued to increase. Last year the proportion of school moves was 50% school to school 50% new to the city. This year the proportion is 60% school to school 40% new to the city.

School to school moves are often due to a breakdown of relationships with schools. This upward trend makes monitoring applications increasingly time consuming. The increasing number of school to school moves has the potential to slow down the process leaving vulnerable children without school places

<sup>7</sup> 'Not applicable' will only be appropriate if there are no children falling within this definition.

<sup>8</sup> Other children are those not looked after, previously looked after or with special educational needs and/or disabilities.

**F Fair access protocol**

i. Has your fair access protocol been agreed<sup>9</sup> with the majority of state-funded mainstream schools in your area?

- Yes for primary
- Yes for secondary

ii. If you have not been able to tick both boxes above, please explain why:

iii. How many children were admitted to schools in your area under the fair access protocol between 1 April 2018 and 31 March 2019?		
Type of school	Number of children admitted	
	Primary aged children	Secondary aged children
Community and voluntary controlled	0	5
Foundation, voluntary aided and academies	0	59
<b>Total</b>	<b>0</b>	<b>64</b>

iv. How well do you consider hard to place children are served by the fair access protocol in your area?

- Not at all     Not well     Well     Very well     Not applicable<sup>10</sup>

Please make any relevant comment on the protocol not covered above.

The current threshold for pupils to be placed via FAP is under review and clarity of responsibilities for admission authorities to offer or refuse places for children who have been permanently excluded once provided.

<sup>9</sup> An existing protocol remains binding on all schools up until the point at which a new one is adopted.

<sup>10</sup> 'Not applicable' would mean that there were no hard to place children for which the protocol was required.

## **Section 3 - Directions**

<b>A.</b> How many directions did the local authority make between 1 April 2018 and 31 March 2019 for children in the local authority area?				
	Primary aged children (not looked after)	Primary aged looked after children	Secondary aged children (not looked after)	Secondary aged looked after children
Voluntary aided or foundation	0	0	0	0
<b>B.</b> Please add any comments on the authority's experiences of making directions in these circumstances.				

<b>C.</b> How many directions did the local authority make between 1 April 2018 and 31 March 2019 for a maintained school in another local authority area to admit a looked after child?	
For primary aged children	For secondary aged children
0	0
<b>D.</b> Please add any comments on the authority's experiences of making directions in these circumstances.	

<b>E.</b>	Primary aged children (not looked after)	Primary aged looked after children	Secondary aged children (not looked after)	Secondary aged looked after children
How many requests to the ESFA to direct an academy to admit a child did the local authority make between 1 April 2018 and 31 March 2019?	0	0	0	0
How many children were admitted to an	0	0	0	0

academy school as a result of the request for a direction by the local authority to the ESFA between 1 April 2018 and 31 March 2019?				
How many requests were outstanding as at 31 March 2019?	0	0	0	0

**F.** Please add any comments on the authority's experiences of requesting directions in these circumstances.

It is felt that the direction process for academies does not facilitate placing students quickly.

**G.** Any other comments on the admission of children in year not previously raised.

The removal of the statutory requirement for local authorities to co-ordinate all in year applications continues to compound offers being made and the number of pupils therefore awaiting placement for over 20 days has increased.

## **Section 4 - Pupil, service and early years pupil premiums (the premiums)<sup>11</sup>**

<b>A.</b> How many <b>community or voluntary controlled schools</b> in the local authority	Primary	Secondary <sup>12</sup> <u>excluding</u> grammar	Grammar <sup>12</sup>
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<sup>11</sup> Please include in these figures all schools whose arrangements give priority on the basis of eligibility for one or more of the premiums or part thereof except where the only sub-group is looked after and previously looked after children as all schools must give first priority to these children.

Admission authorities can limit priority to specific sub-groups of those who attract a premium. Examples are:

- children of parents who are currently serving in the UK regular armed forces (rather than all children who attract the service premium); or
- children who are eligible for free school meals at the time of application (rather than all children who attract the pupil premium).

If such sub-groups have priority at any point within the oversubscription criteria, they should be included in the totals for this table even if there is no specific use of the terms, 'pupil premium,' 'early years premium' or 'service premium' in the arrangements. Paragraphs 1.39A and 1.39B of the Code provide the relevant exceptions to paragraph 1.9f (which prohibits giving a priority to a child according to the occupational or financial status of parents applying).

<sup>12</sup> Do not include use in post 16 arrangements

area will use each premium as an oversubscription criterion (including the tiebreaker) for admissions in 2020?			
Early years pupil premium	0	N/A	N/A
Pupil premium	0	0	N/A
Service premium	0	0	N/A
Total number of schools using at least one premium in their oversubscription criteria	0	0	N/A

<b>B. How many schools for which the local authority is NOT the admission authority</b> in your area will use each premium as an oversubscription criterion (including the tiebreaker) for 2020?	Primary	Secondary <sup>12</sup> <u>excluding</u> grammar	Grammar <sup>12</sup>
Early years pupil premium	0	N/A	N/A
Pupil premium	1	0	N/A
Service premium	1	0	N/A
Total number of schools using at least one premium in their oversubscription criteria	1	0	N/A

## **Section 5 - Electively home educated children**

**A.** How many children were recorded as being electively home educated in the local authority area on 29 March 2019?

198
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<p><b>B.</b> Any comments to make relating to admissions and children electively home educated that you have not previously raised? Concern about rising numbers of EHE. Rising number of SEND and exclusions becoming EHE.</p>
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## **Section 6 - Other matters**

Are there any other matters that the local authority would like to raise that have not been covered by the questions above?

## **Section 7 - Feedback**

We would be grateful if you could provide any feedback on completing this report to inform our practice for 2020.

Thank you for completing this template.

Please return to Lisa Short at [OSA.Team@schoolsadjudicator.gov.uk](mailto:OSA.Team@schoolsadjudicator.gov.uk) by 30 June 2019