

## TRAFFORD COUNCIL

**Report to:** Executive  
**Date:** 28 January 2019  
**Report for:** Decision  
**Report of:** Executive Member for Children's Services

### Report Title

**Determination of the 2020 Admission Arrangements for Community and Voluntary Controlled Schools and Approval of Associated Documents**

### Summary

The Local Authority (LA), in its role as Admission Authority for community and voluntary controlled schools, is required to determine the 2020 admission arrangements for these schools by 28 February 2019.

- a) **Trafford Primary/Infant/Junior Community and Voluntary Controlled Schools - 2020 admission arrangements**
- For the 2020 admission round the LA proposes two changes to the current arrangements:
1. Proposal to Combine the Templemoor/Moorlands/Worthington Catchment Area
  2. Introduce priority for children who were previously in state care outside of England, and have ceased to be in state care as a result of being adopted
- b) **Lostock College – 2020 Admission Arrangements**
- For the 2020 admission round the LA proposes to include priority for children who were previously in state care outside of England, and have ceased to be in state care as a result of being adopted
- c) **2020 Community School Published Admission Numbers (PAN)**
- are proposed unchanged
- d) **Co-ordinated Admission Schemes – Primary and Secondary**
- The LA is responsible for the determination of co-ordinated admission schemes; both primary and secondary. These documents have also been included in the consultation process.

## **Recommendations**

That the Executive determines the 2020 admission arrangements as proposed in Annexes 1,2,3 and 4

- Annex 1            2020 Community School Published Admission Numbers (PAN).  
 Annex 2            Trafford Primary/Infant/Junior Community and Voluntary Controlled Schools –  
 2020 Admission Arrangements (including priority for children who were  
 previously in state care outside of England, and have ceased to be in state  
 care as a result of being adopted)  
 Annex 3            Proposal to Combine the Templemoor/Moorlands/Worthington catchment  
 areas  
 Annex 4            Lostock College – 2020 Admission Arrangements

**and**

That the Executive approves the Schemes as proposed in Annexes 5 and 6:

- Annex 5            2020 Co-ordinated Admissions Scheme (Primary)  
 Annex 6            2020 Co-ordinated Admissions Scheme (Secondary)

Contact person for access to background papers and further information:

Name:            Marilyn Golding  
 Extension:       912 1853

Background Papers: None

### **Implications:**

Relationship to Policy Framework/Corporate Priorities	Preserving and improving educational excellence for all our children.
Relationship to GM Policy or Strategy Framework	N/A
Financial	There are no financial implications
Legal Implications:	The proposed admission arrangements comply with School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012 and the School Admissions Code.
Equality/Diversity Implications	None
Sustainability Implications	None
Resource Implications e.g. Staffing / ICT / Assets	None
Risk Management Implications	None
Health & Wellbeing Implications	None
Health and Safety Implications	None

## **1. Background**

Admission authorities must determine their 2020 admission arrangements by 28 February 2019. Where changes are proposed to admission arrangements, the admission authority must first publicly consult on those arrangements. Consultation must be for a minimum of 6 weeks and must take place between 1 October 2018 and 31 January 2019. This consultation period allows parents, other

schools, religious authorities and the local community to raise any concerns about proposed admission arrangements.

Trafford LA has undertaken consultation with regard to the following policies and procedures:

a) **2020 Community/Voluntary Controlled School Published Admission Numbers (PANs)**

the 2020 PANs are proposed unchanged.

b) **Trafford Primary/Infant/Junior Community and Voluntary Controlled Schools - 2020 admission arrangements;**

i) **Looked After and Previously Looked After Children**

School admission authorities are currently required to give looked after children and previously looked after children highest priority in their oversubscription criteria. On 4 December 2017, Nick Gibb, Minister of State for School Standards, announced that when the opportunity arose he intended to amend the School Admissions Code to ensure that children who were previously in state care outside of England, and have ceased to be in state care as a result of being adopted, also receive the same highest priority for admission into a school in England.

The DfE have now issued new guidance on this issue to admission authorities because:

“... we believe such children are also vulnerable and may have experienced abuse and neglect prior to being adopted. We believe it is right that we put these children on an equal footing for the purposes of admission into school to those children who are looked after and previously looked after by a local authority in England.

We are committed to making this change; however, any changes to the Code are subject to consultation and the will of Parliament.

Nevertheless, and until changes can be made to the Code, we are keen to ensure that such children are given the highest possible priority for school admission as soon as possible.” Therefore, the LA proposes that the oversubscription criteria for community and voluntary controlled schools have been amended to include priority for children who were previously in state care, outside of England, and have ceased to be in state care as a result of being adopted. The amendment is in line with the example of how priority can be written into oversubscription criteria, until the relevant changes can be made to the School Admissions Code, in Annex A of the guidance:

“2. Children who have been in state care outside of England and ceased to be in state care as a result of being adopted. A child is regarded as having been in state care in a place outside of England if they were accommodated by a public authority, a religious organisation or any other provider of care whose sole purpose is to benefit society.”

ii) **Proposal to Combine the Templemoor/Moorlands/Worthington Catchment Areas**

Oversubscription in the Sale East area continues to be an issue for families living in the area at the normal point of entry (reception class) and for those families moving into the area with children already of school age. In the 2018 admission round, every reception class place in the Sale East area was allocated and both Templemoor and Worthington have waiting lists for admission to their reception classes. At the end of the 2017 academic year, the Foundation and Key Stage 1 classes, in every school in the Sale East area were full and 5 classes contained more than 30 pupils, under the allowed exceptions to the Infant Class Size Regulations.

Therefore the LA proposes to combine the Templemoor/Moorlands/Worthington catchment areas. In the first instance this will provide families in the combined area with

further options and give an element of protection against the impact of increasing oversubscription in the area. The LA continues to consider schools for expansion in accordance with the sufficiency of places in each area and the feasibility of the schools available. Any additional places created in the combined area in the future would be prioritised for those children living in the combined catchment area.

iii) **Lostock College - 2019 Admission Arrangements**

The oversubscription criteria for Lostock College are amended to include priority for children who were previously in state care, outside of England, and have ceased to be in state care as a result of being adopted.

iv) **2020 Co-ordinated Admissions Scheme (Primary)**

The 2020 Primary Co-ordinated Admissions Scheme is proposed unchanged.

v) **2020 Co-ordinated Admissions Scheme (Secondary)**

The 2020 Secondary Co-ordinated Admissions Scheme is proposed unchanged.

## **2. Consultation**

The governing bodies or trusts of all Trafford maintained and state funded schools, other LAs and diocesan representatives from the Diocese of Chester, Manchester, Shrewsbury and Salford were advised that consultation would take place between 1 October 2018 until 7 December 2018 and advised that consultation documents could be viewed on Trafford's website. Notification of the consultation was included in Trafford's weekly update for childcare providers and also through social media channels for both early years providers and parents. Announcements were placed in a local newspapers advising "relevant parents" and "other groups with an interest in the local area (for example, community groups)" that consultation papers were available on Trafford's website.

Trafford LA undertook consultation and published documents, inviting comments and objections, with regard to the following policies and procedures:

a) **Trafford Primary/infant/junior Community and Voluntary Controlled Schools - 2020 Admission Arrangements**

i) **Looked After and Previously Looked After Children**

One comment, supporting the proposal, was received

ii) **Proposal to Combine the Templemoor/Moorlands/Worthington Catchment Areas**

Comments were received from 4 governing bodies:

Templemoor Infant School;  
Moorlands Junior School;  
Wellfield Infant School;  
Worthington Primary School

The Governing Bodies of Templemoor Infant School and Moorlands Junior School supported the proposal in principle, although they did seek reassurances from the LA that the proposal would not unduly disadvantage local residents or schools.

The Governing Body of Worthington Primary School supported the proposal.

The Governing Body of Wellfield Infant School did not comment on the proposal to combine the catchment area. Rather the Governing Body sought information about the possible expansion of schools in the area in the future.

No other consultees responded.

The comments received, and the responses provided by the LA are included in Appendix A

b) **Lostock College - 2020 Admission Arrangements**

No comments or objections were received.

c) **2020 Community/Voluntary Controlled School PANs**

No comments or objections were received.

d) **2020 Co-ordinated Admissions Scheme (Primary)**

No comments or objections were received.

e) **2020 Co-ordinated Admissions Scheme (Secondary)**

No comments or objections were received.

**3. Other Options**

- a) Not to include priority for children who were previously in state care outside of England, and have ceased to be in state care as a result of being adopted, at this time.

The LA is not required to give priority to children who were previously in state care outside of England although it is the intention of the Minister of State for School Standards, to amend the School Admissions Code and Regulations at the earliest opportunity. Once amended, the inclusion will be a statutory requirement and the admission arrangements can be amended to reflect that requirement without the need for consultation.

- b) Determining not to combine the Templemoor/Moorlands/Worthington catchment area. This will leave families resident in the area, at risk of not achieving a place at a local school and would reduce the ability to target the allocation of any additional places that may be provided in the area in the future.
- c) The governing bodies of Templemoor Infant School and Moorlands Junior School have requested that the LA consider another option (unstated) that would protect the interests of a section of the current catchment area. However, the School Admissions Code does not allow the use of subjective or conditional criteria. In any event, consideration of an additional proposal, or a substantial change to the existing proposal that would affect the outcome of admission allocations, would require the LA to consult in accordance with the requirements of the School Admissions Code. Given the limited window for consultation; requiring a minimum period of 6 weeks between 1 October and 31 January, a new proposal could not be made for implementation in the 2020 admission round.

**4. Reasons for Recommendation**

Failure to reach a determination on the 2020 admission arrangements by 28<sup>th</sup> February 2019 would be in contravention of the School Admissions Code and the School Admissions Regulations 2012.

The recommendations are made in order:

- a) to enable the admission authority, the LA, to meet its duty to provide sufficient places and to allocate school places within a reasonable distance; and
- b) to meet the requirements of the School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements) (England) Regulations 2012 and the School Admissions Code.

**Key Decision** Yes

**If Key Decision, has 28-day notice been given?** Yes

Finance Officer Clearance GB  
Legal Officer Clearance PD

**CORPORATE DIRECTOR'S SIGNATURE** *(electronic)*.....

A handwritten signature in black ink, appearing to be a stylized name followed by a horizontal line and a flourish.

To confirm that the Financial and Legal Implications have been considered and the Executive Member has cleared the report.



APPENDIX A

TRAFFORD 2020 COMMUNITY/VOLUNTARY CONTROLLED SCHOOL ADMISSION ARRANGEMENTS

COMMENTS AND RESPONSES

COMMENT 1

Please could you send me a copy of the data analysis you referred to during the meeting and other relevant data to include:

- The current and future forecast shortfall of places across Templemoor and Worthington
- For the last 5 years, the number of children from Manchester LA that have gained places at Worthington school and future predicted numbers if known
- The forecast improvements in admissions for Trafford families resulting from the proposal
- How many children in Templemoor's catchment area in the last 5 years have not achieved places at the school and where have they been accommodated?
- Which parts of Templemoor's catchment area are most affected by oversubscription due to their distance from the school?
- Please can you distinguish between admissions at the "normal" admissions point and those who are being considered in-year?

RESPONSE 1

1. The current and future forecast shortfall of places across Templemoor and Worthington

The 2018 SCAP (School Capacity Survey) is provided on the basis of the whole of Sale where there are 854 places available.

CLUSTER	GP DATA 2014-15	RECEPTION 2019-2020	% COHORT SURVIVAL	CLUSTER	GP DATA 2015-16	RECEPTION 2020-2021	% COHORT SURVIVAL
SALE	sep 14 to aug 15 793	<b>FORECAST</b> 826	Est. % 104	SALE	sep 15 to aug 16 869	<b>FORECAST</b> 905	Est. % 104
CLUSTER	GP DATA 2016-17	RECEPTION 2021-2022	% COHORT SURVIVAL	CLUSTER	GP DATA 2017-18	RECEPTION 2022-2023	% COHORT SURVIVAL
SALE	sep 16 to aug 17 823	<b>FORECAST</b> 857	Est. % 104	SALE	sep 17 to aug 18 797	<b>FORECAST</b> 830	Est. % 104

In the Templemoor and Worthington Catchment Areas the data does not contain planned housing but does include a growth percentage.

	2018 GP Data	2019 GP Data	2020 GP Data	2021 GP Data	Current Places
Templemoor	91	77*	96	89	87
Worthington	51	29*	41	55	52
Totals	142	106*	137	144	139
Sufficiency (including minimum 5% surplus required)	-10	26*	-5	-12	

\*The 2019 data is subject to an accuracy check which will be ratified with October GP data.

2. For the last 5 years, the number of children from Manchester LA that have gained places at Worthington school and future predicted numbers if known

The 2018 May Census reports 34 Manchester resident children on roll at Worthington Primary School.

May 2018 Census	
Reception	3
Y1	3
Y2	3
Y3	10
Y4	7
Y5	7
Y6	5

In the 2018 admission round, 1 Manchester resident child achieved a place at the school.

3. The forecast improvements in admissions for Trafford families resulting from the proposal

Templemoor Infant School is routinely oversubscribed, and, in some year groups, catchment area children have been or are close to being, at risk of not achieving a place. Worthington Primary School, being located close to the Manchester border, admits children resident in Manchester LA, that live closer to Worthington Primary School than other Trafford residents, particularly those in the Templemoor catchment area. Giving the Templemoor catchment area children category 3 priority at Worthington Primary School will safeguard the existing places at the School for Trafford residents and, as advised in the consultation notice *“the LA continues to consider schools for expansion in accordance with the sufficiency of places in each area and the feasibility of the schools available. Any additional places created in the combined area in the future would be prioritised for those children living in the combined catchment area”*.

It is not the intention of the proposal to advantage or disadvantage any school against another. Rather it is to ensure that children living in Sale East have an increased opportunity of achieving a place at a school in Sale East in the future.

4. How many children in Templemoor's catchment area in the last 5 years have not achieved places at the school and where have they been accommodated?

- In the 2018 admission round all category 3 applicants, that applied on time, were allocated a place at the School. 1 Category 4 applicant (a child with a sibling already attending the school) **could not** be allocated a place. The last Category 3 applicant lived 0.65 miles from the School.
- In the 2017 admission round all Category 3 applicants, that applied on time, were allocated a place at the School. 1 Category 4 applicant (a child with a sibling already attending the school) **could not** be allocated a place. The last Category 3 applicant lived 0.66 miles from the School.
- In the 2016 admission round 5 Category 3 applicants, that applied on time, could not be allocated a place at the School:

Winstanley Road (allocated Firs Primary School) 0.466 miles  
Arnesby Avenue (allocated Holy Family) 0.47 miles  
Dane Road (allocated Firs Primary School) 0.499 miles  
Priory Road (allocated Firs Primary School) 0.505 miles  
Merlyn Avenue (allocated Firs Primary School) 0.581 miles

9 category 4 applicants (children with a sibling already attending the school) could not be allocated a place.

- In the 2015 admission round 5 Category 5 applicants were allocated places at the School.
- In the 2014 admission round 5 Category 5 applicants were allocated places at the School.

DfE advises that the LA should plan provision to provide 5% to 10% surplus places in order to ensure capacity. The figures provided demonstrate that the LA has not met the lower limit of these targets since the 2015 admissions round.

5. Which parts of Templemoor's catchment area are most affected by oversubscription due to their distance from the school?

All the roads listed in the 2016 data are less than 0.6 miles from the school and are along or north of Dane Road. In the 2017 and 2018 admission rounds, the furthest category 3 applicants lived 0.66 and 0.64 miles from the School. Lynne Avenue and Cranford Avenue should also be considered vulnerable depending on where children are resident in the admissions round.

In the event that the closest unsuccessful applicant is considered; Winstanley Road at 0.466 miles, Priory Road, Woodlands Road and Irlam Road might also be at risk. Again, depending on the pattern of applications and residence.

6. Please can you distinguish between admissions at the "normal" admissions point and those who are being considered in-year?

All the information above relates to the normal admission rounds. Templemoor Infant School is routinely oversubscribed and, as a result, does not have standing vacancies. Since the Council runs a waiting list for Templemoor Infant School, any casual vacancies that arise are allocated to the next child on the list. Therefore, children moving into the catchment area cannot be allocated places at the School.

Waiting lists currently contain 1 Category 3 child and 2 Category 4 children waiting for places in the Reception Class and 3 Category 3 children waiting for places in Year 1.

## COMMENT 2

We have received data from Trafford's data unit that indicates that there won't be an increase in demand for school places in Sale Moor which is different to the reason given for the changes proposed. Below is a direct quote from the provider of the data and we would like to understand the reasons for this discrepancy and if the demand for places isn't the reason for the changes, what is?

"Taking all this into consideration, there is nothing in these figures to suggest any increasing demand for school places from Sale Moor resident pupils – the two best indicators being that the number of 3 & 4 year olds have remained very stable over the years shown. The other indication being age 0 – whilst at mid-16 this had reduced from the 2 previous years, it is higher than the 2 years prior to that, and we can expect similar increase over time to those seen in other cohorts."

Secondly we noted the below statement in your email and was wondering if those places have already been identified with additional places at Worthington being the most obvious?

"Any additional places created in the combined area in the future would be prioritised for those children living in the combined catchment area."

Finally at the meeting on the 18th of September you told us that there had been some objections at the combining of the Brooklands/Springfield Catchments and that a number of roads had been excluded from the combined catchments in order to protect the places at the schools for some of the residents. Please could you give us some more detail on that, i.e. what specific roads, were those roads near the schools or at the periphery of the catchments and has excluding them from the catchment had the desired effect?

**RESPONSE 2A**

In the first instance I asked Trafford’s data lab to provide a copy of the data and their methodology since the data seems at odds with our place planning data. However, Trafford’s Data report that they have not provided any data and could not make the statement quoted below.

Trafford’s place planning is based on GP data received at postcode level, for the number of actual Trafford residents registered with a GP anywhere. The data is received 3 times a year, to coincide with the census and the data received to coincide with the May census is used to populate the DfE’s SCAP Survey which must be submitted in June.

Following that survey the DfE awards a basic need allocation. The DfE Basic Need Allocations Summary calculates that Trafford needs to provide 427 additional primary places in the Sale area. That equates to 61 places in each year group; that is 2 forms of entry.

This is supported by the fact that there are currently a very limited number of primary places available in Sale West, although not in every year group. However, in Sale East, every school is full (or over full in some cases), in Reception, Year 2, Year 3, Year 4, Year 5 and Year 6 and only 2 vacancies exist at 1 school in Y1 at the time of responding.

School Name	YR on Roll	YR PAN	Y1 on Roll	Y1 PAN	Y2 on Roll	Y2 PAN	Y3 on Roll	Y3 PAN	Y4 on Roll	Y4 PAN	Y5 on Roll	Y5 PAN	Y6 on Roll	Y6 PAN
Brooklands Primary	90	90	90	90	84	70	70	70	70	70	70	70	70	70
Holy Family Catholic Primary	30	30	30	30	30	30	30	30	29	30	30	30	30	30
Lime Tree Primary Academy	60	60	60	60	60	60	60	60	60	60	60	60	60	60
Moorlands Junior	0	0	0	0	0	0	60	60	60	60	60	60	61	60
Springfield Primary	90	90	90	90	91	90	90	90	90	90	90	90	60	60
St. Anne's C.E. Primary	30	30	28	30	30	30	31	30	35	30	33	30	35	35
St. Joseph's Catholic Primary	60	60	60	60	60	60	60	60	60	60	60	60	60	60
Templemoor Infant	60	60	60	60	60	60	0	0	0	0	0	0	0	0
Worthington Primary	45	45	45	45	45	45	48	45	46	45	46	45	48	45

As soon as I can track down the source and methodology of the data you quote I will respond.

In the meantime, the next meeting of the Capital/Place Planning Group is due to be held at the end of October. This group will consider and recommend where further places might be established, although the final decision will rest with elected members and be subject to consultation.

**RESPONSE 2b**

I understand that the information you have received was not provided by Trafford’s Data Lab but was provided by Trafford’s Business Relationship Partner (Performance) who reports that he has provided Office for National Statistics (ONS) ward mid-year population estimates for Sale Moor and Priory Wards for Mid-12 to Mid-16, by year of age, 0-5. and confirms that the information provided is correct and goes on to state:

“there is nothing in the (ONS) figures to suggest that there will be an increase in demand from pupils resident in Sale Moor. The number of 4 year olds in Sale Moor has been pretty stable over those 5 years. Whilst the ward breakdown is not yet available for mid-17, there is nothing to suggest any significant change any time in the near future.

What you should also note is that the numbers of children in the 0-4 age group is falling....(Table 2) & predicted to carry on falling (Table 3). Whilst this latter only shows to 2026 here, the full data set shows a reduction to 14,300 by 2033, recovering to 14,700 by 2041. What this does not (and cannot) take account of are external factors, such as large housing developments leading to significant inward migration: this caveat was in the narrative, as was the fact that we/I do not have the mid-2017 breakdown by ward. As a final point, the numbers included in this years’ EYFSP return by schools & academies, at 2928, were the lowest since 2015, and 6% lower than in 2017. It remains to be seen what this years figures will be.”

However, the facts of the matter are somewhat different than those suggested by the low level population estimates provided. When the actual position is considered, the actual numbers on roll (today) show a distinct pattern of growth across the year groups in the Sale East Planning area:

School Name	REC	Y1	Y2	Y3	Y4	Y5	Y6	
Brooklands Primary School	90	90	84	70	70	70	70	
Holy Family Catholic Primary School	30	30	30	30	29	30	30	
Lime Tree Primary Academy	60	60	60	60	60	60	60	
Moorlands Junior School	0	0	0	60	60	60	61	
Springfield Primary School	90	90	91	90	90	90	60	
St. Anne's C.E. Primary School	30	28	30	31	35	33	35	
St. Joseph's Catholic Primary School	60	60	60	60	60	60	60	
Templemoor Infant and Nursery School	60	60	60	0	0	0	0	
Worthington Primary School	45	45	45	48	46	46	48	
	465	463	460	449	450	449	424	3160

As you can see from the actual numbers included in the table above, the Brooklands cohort has increased from 70 to 90 and the Springfield cohort has grown from 60 to 90. Yet both those schools are full and have waiting lists. Brooklands Primary school has been required by the admission authority to admit 14 children above its published admission number in Y2 in order that Trafford can meet its statutory duty to provide sufficient places in its area.

The Admission Authority has also allocated places above the published admission number at Worthington Primary School in Years 3, 4, 5, and 6 to meet that same duty.

St. Anne’s C.E. has also determined to admit extra children in KS2, and these places have assisted the LA’s provision.

The actuals show an increase of 41 children from 424 (admitted in September 2012) to 465 (admitted in 2018) although this increases to 49 when the over allocation of places at St. Anne’s and Worthington in Year 6 is taken into account. That is an increase of more than 1 form of entry. In addition to this every school (apart from St. Anne’s that has 2 casual vacancies in Y1 ) is full or has already exceeded its admission number.

The Table above shows the actual number of children on roll today in Sale East; **3160**.

In contrast the table below, taken from the 2014 May census shows an actual number on roll in May 2014; **2732**. That is an increase in the total cohort of **428 pupils**. A two form entry primary school would be expected to contain 420 pupils.

School	Planning Area	Reception	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6
Brooklands Primary School	Sale East	70	70	69	70	69	71	70
Holy Family Catholic Primary School	Sale East	30	27	29	27	27	25	25

Lime Tree Primary Academy	Sale East	61	61	54	30	29	25	24
Moorlands Junior School	Sale East	0	0	0	63	58	55	54
Springfield Primary School	Sale East	61	61	60	60	60	59	59
St. Anne's C.E. Primary School	Sale East	30	30	30	29	33	32	27
St. Joseph's Catholic Primary School	Sale East	61	61	88	58	60	60	60
Templemoor Infant and Nursery	Sale East	60	60	59	0	0	0	0
Worthington Primary School	Sale East	42	41	41	40	40	38	39
		415	411	430	377	376	365	358

All this belies the statement, concluding from the consideration of the ONS population estimates, that:

*“The number of 4 year olds in Sale Moor has been pretty stable over those 5 years. Whilst the ward breakdown is not yet available for mid-17, there is nothing to suggest any significant change any time in the near future”*

Specific Place Planning, rather than the collection of statistical ward data, is a process that the LA is required to undertake by the DfE. The DfE requires that SCAP submissions are made annually and the responsibility for this function sits in Trafford’s Access and Inclusion Directorate. The DfE makes clear in its instructions that parental preference is the overarching principle and that LAs must provide sufficient places in each area, regardless of whatever administrative area those pupils may be resident. That means it may be the case that some of places in Sale East, recorded in the actuals, are occupied by children from other LAs, Manchester in particular, especially since 3 of the 9 schools in the area are faith schools where priority is given on the basis of faith practise rather than administrative boundaries, so a catholic child from Manchester will have priority over a non catholic living next door to a school. Since the DfE receives pupil level data through the school census, the number of other LA pupils is already known to them and is considered in the allocation of basic need funding. In fact the DfE have access to data at a much higher level than LAs and know much more than LAs about under 5s nationally. Therefore the purpose of the LAs involvement is not to provide statistical information, but is to add contextual information; local knowledge, for their consideration.

The DfE prescribes how the SCAP data should be presented although it does allow the LA to choose its own method of collecting that data. Trafford, along with most of its neighbouring authorities, use GP Data, where individual children are identified at postcode level, sorted by academic year age and the LA’s predetermined planning areas, Sale East in this case, to determine the number of children expected to start in YR and to predict how that cohort grows from birth to starting school and through its school life.

When submitting the SCAP data, which includes building developments under construction, cross border migration, and the pattern of applications and attempts to build in spare capacity (5% to 10% as required by DfE) to take account of the growth of the cohort through in year admissions which are particularly affected by families moving to the area in time for grammar school entrance exams.

Regulations also require the LA to provide a statement explaining the method by which the forecast is made. The data must also be accompanied by a Trafford focused commentary “to assist the DfE in its analysis of current and projected pupil place pressures and available capacity”. All these elements must meet the DfE’s exacting requirements and are used to determine what Basic Need funding the LA will receive.

Trafford has recently received its 2020 allocation summary (extract below) in which the DfE reports the number of additional places it determines that the LA should provide and that it will fund.

This summary reports that Trafford LA needs to provide 427 additional places in the Sale area.

<b>Step 3b: Aggregate the planning area data to give a local authority total</b>		
We add up the number of additional places needed in each year group and planning area (from Step 3a). This gives a total figure. We do not assume that surplus places in one planning area reduce the number of new places needed in another.		
<b>Places needed</b>		
<b>Planning area</b>	<b>Primary</b>	<b>Secondary</b>
ALTRINCHAM PRIMARY	388	0
ALTRINCHAM SECONDARY	0	472
PARTINGTON PRIMARY	17	0
PARTINGTON SECONDARY	0	0
SALE PRIMARY	427	0
SALE SECONDARY	0	33
STRETFORD PRIMARY	178	0
STRETFORD SECONDARY	0	0
URMSTON PRIMARY	222	0
URMSTON SECONDARY	0	0
<b>LA TOTAL</b>	<b>1,232</b>	<b>506</b>

In conclusion, the population data provided does not contain sufficient content or context to be suitable for place planning purposes and, as a method of forecasting, would certainly be rejected by the DfE. There is no other unstated purpose for the proposal other than that already explained in the Report to the Executive Member and included in the consultation notice. The proposal does not give any school in Sale East advantage over another school in Sale East and I am sure that both Templemoor Infant and Worthington Primary Schools will continue to be oversubscribed at the normal point of entry into the future. However, it is hoped that the proposal will ensure that children living in Sale East in the future have an increased opportunity of achieving a place at a school in Sale East. Admittedly, for a very few children, that might be a different school than it may have been in the past, but it will at least be a local school. It should also be noted that families with children already attending Templemoor Infant School or Worthington Primary School, will not be disadvantaged by the proposal since younger children in the family will have Category 2 priority.

Children that may be affected will be those first born children, born after 31<sup>st</sup> August 2015, resident at the margins of the Templemoor/Moorlands catchment area, prior to the publication of the proposal, although these children may already be at risk of not achieving a place at the School because of the levels of over subscription. Other children, moving into the area after the publication of the proposal may also be affected.

As I reported in my previous email, the next meeting of the Capital/Place Planning Group is due to be held at the end of October. This group will consider the DfE's summary and recommend where further places might be established. Although the final decision will rest with elected members and be subject to further consultation, any interested party might speculate on the feasibility of schools in Sale East. As I have previously reported, 3 of the 9 schools are faith schools and give priority to children on the basis of their faith practices. Although the LA has expanded faith schools, most recently Bowden C.E. and St. Hugh's Catholic, it is difficult to guarantee that additional places at those schools will be allocated to local children. 2 of the 9, Brooklands and Springfield, have already been expanded to accommodate 90 children in every year group and it is unlikely that the LA would recommend the consideration of a 4 form entry primary school. That leaves 3 options; Lime Tree Primary School, Templemoor Infant/Moorlands Junior and Worthington Primary school.

I hope you find this information useful. All consultation comments and responses will be included in the final Report to the Executive Member and will be published on Trafford's website.

### COMMENT 3

We the Governing Body of Worthington Primary School were unanimous in our support for the proposed amalgamation of Worthington/Templemoor/Moorlands Catchment Areas. We would also welcome the positive implications of the Local Authority's consideration regarding any potential school expansion in the Sale East area, as we feel strongly that local children need to attend a local school with their siblings.

Kind Regards

The Full Governing Body of Worthington Primary School

16-10-18

### RESPONSE 3

Thank you. Your comments will be included in a Report to Trafford's Executive Member for consideration as part of the democratic process to determine the 2020 admission arrangements. The final arrangements must be determined by 28th February 2019.

### COMMENT 4

I would like to state my support for this change to the Admission Arrangements.

I believe it is the right thing to do, to treat those children who have now been adopted in the same manner as those who are currently looked after, as I recognise that they could still be very vulnerable.

### RESPONSE 4

Thank you. Your comments will be included in a Report to Trafford's Executive Member for consideration as part of the democratic process to determine the 2020 admission arrangements. The final arrangements must be determined by 28th February 2019.

### COMMENT 5

Many thanks for inviting Cheshire East to comment on the proposed changes to the admission arrangements, Cheshire East Council has no comments or objections to make.

### COMMENT 6

In response to the Consultation re the Sale East catchment area over subscription, the Governing Body of Wellfield Infant and Nursery School would like to put forward the following response:-

We are concerned about the proposed plans to increase the PAN at some Sale schools. Our reasons for this are that we are aware that there appears to be no clear evidence that more school places are required long term in the area has been presented and we are also aware that creating more places on a long term basis than are required will be detrimental to schools. Empty places leave schools who already have challenging budgets in a very vulnerable state as we have personally found in recent years.

Before a final decision is made, we are requesting you provide us with the following information:-

1. What classes/ year groups currently have more than 30 children in a class in schools in the Sale East area

2. How many funded 3-4 year olds are there who reside in the Sale east area and will be due to start Reception in September 2019 and how does this number compare with the current school places available in Reception in the area and the proposed changes to Reception numbers in the area
3. Confirmation from the LA that there will be no further increase in PAN in any other Sale school in the next 3 years
4. Disclosure of hard evidence regarding birth rates in the area that justifies an increase being made for school places

Please can you provide us with all of the above information as soon as possible.

## RESPONSE 6

As part of the 2020 Consultation process, the LA proposes to combine the Templemoor/Moorlands/Worthington catchment areas. The stated reason for the proposal is that oversubscription in the Sale East area continues to be an issue for families living in the area at the normal point of entry (reception class) and for those families moving into the area with children already of school age. In the 2018 admission round, every reception place in the Sale East area was allocated and both Templemoor and Worthington have waiting lists for admission to their reception classes. At the end of the 2017 academic year, the Foundation and Key Stage 1 classes, in every school in the Sale East area were full and 5 classes contained more than 30 pupils, under the allowed exceptions to the Infant Class Size Regulations.

The stated purpose of the proposal is that, in the first instance, the proposal will provide families in the combined area with further options and give an element of protection against the impact of increasing oversubscription in the area. The LA continues to consider schools for expansion, in accordance with the sufficiency of places in each area and the feasibility of the schools available. Any additional places created in the combined area in the future would be prioritised for those children living in the combined catchment area.

That is the full extent of the proposal, which will take effect in September 2020, and any further changes would be subject to consultation in accordance with the requirements of the School Admissions Code.

In responding to the questions posed, I have changed the order of the questions to enable a fuller response:

1. Disclosure of hard evidence regarding birth rates in the area that justifies an increase being made for school places

The School Admissions Team do not hold birth rate data, since it does not contain sufficient content or context to be suitable for place planning purposes and would likely be rejected by the DfE as a reliable forecasting method. All LA's are required to make SCAP (School Capacity) submissions annually and the DfE prescribes how the SCAP data must be presented, although it does allow the LA to choose its own method of collecting that data. Trafford, along with most of its neighbouring authorities, uses GP Data, where individual children are identified at postcode level, sorted by academic year age and the LA's 5 predetermined planning areas:

1. Altrincham;
2. Partington;
3. Sale;
4. Stretford; and
5. Urmston

The object of the SCAP is to forecast the number of children expected to start in YR over the next 4 years, up to and including 2022, and to predict how that cohort will grow from birth to starting school and on through its school life.

When submitting the SCAP data, which includes building developments under construction, cross border migration, and the pattern of applications, the LA attempts to build in spare capacity (5% to 10%) to take

account of the growth of the cohort through in year admissions which, in Trafford, are particularly affected by families moving to the area in time for grammar school entrance exams.

The submission must be accompanied by a statement explaining the method by which the forecast is made and a Trafford focused commentary “to assist the DfE in its analysis of current and projected pupil place pressures and available capacity”. All these elements must meet the DfE’s exacting requirements and are used to determine what Basic Need funding the LA will receive.

Trafford has recently received its 2020 allocation summary from the DfE (extract below Fig 1) in which the DfE reports the number of additional places it determines that the LA should provide and that it will fund. This DfE summary reports that Trafford LA needs to provide 427 additional places in the Sale area. This is equivalent to 61 places per year group (2 forms of entry).

Fig 1

<b>Step 3b: Aggregate the planning area data to give a local authority total</b>		
We add up the number of additional places needed in each year group and planning area (from Step 3a). This gives a total figure. We do not assume that surplus places in one planning area reduce the number of new places needed in another.		
<b>Places needed</b>		
<b>Planning area</b>	<b>Primary</b>	<b>Secondary</b>
ALTRINCHAM PRIMARY	388	0
ALTRINCHAM SECONDARY	0	472
PARTINGTON PRIMARY	17	0
PARTINGTON SECONDARY	0	0
SALE PRIMARY	427	0
SALE SECONDARY	0	33
STRETFORD PRIMARY	178	0
STRETFORD SECONDARY	0	0
URMSTON PRIMARY	222	0
URMSTON SECONDARY	0	0
<b>LA TOTAL</b>	<b>1,232</b>	<b>506</b>

It is the role of Trafford’s Capital/Place Planning Group to consider the DfE’s summary and recommend where further places might be established, considering the pattern of applications, where oversubscription has the most impact, affordability and feasibility. The final decision on any recommendation will be made by the Council’s Executive.

In addition to forecasting the number of pupils that might arrive in the future, the LA must also consider children that are already of school age. Trafford’s population is not fixed and, as partners in the Greater Manchester Spatial Framework, the LA has been set a target, which is set out in the [Trafford Local Plan: Core Strategy](#) adopted in 2012, to provide land sufficient to accommodate a minimum of 12,210 new properties over the Plan period which ends in 2026. This represents approximately 587 new properties per year. A new Local Plan is currently under consideration and it is expected that the target for the next plan period will be significantly uplifted. Trafford’s LLPG (Local Land and Property Gazetteer) includes 572 new properties added to the Sale Planning Area since May 2014. A number of these properties will be taken up by families moving to the area. This is particularly evident in Sale East where oversubscription is not just an issue for families at the normal point of entry, YR, but throughout the primary phase. Families moving to the North West, particularly professionals moving to work in the Greater Manchester Teaching Hospitals and Universities, are attracted to live in Trafford for a number of reasons, not least because primary schools in Sale are successful and popular and the area offers excellent transport links to all 7 of Trafford’s grammar schools. Altrincham Grammar School for Boys, Altrincham Grammar School for Girls and Sale Grammar School all give catchment area priority to pupils resident in the Sale Planning Area. The 2 faith grammar schools; Loreto Grammar School and St. Ambrose Catholic College also give priority to pupils resident in nominated local pastoral areas located in the Sale Planning Area. This link to the grammar schools attracts families to the area, especially

those with eldest children in Years 5 and 6, seeking to improve their chances of achieving a place at one of these schools.

This is demonstrated in the table below (Fig 2 - data captured on 31<sup>st</sup> October 2018). Standing vacancies are indicated in red and casual vacancies (those that are likely to be filled quickly) are shown in Green.

Fig 2

Sale Planning Area	YR on roll	YR PAN	Y1 on roll	Y1 PAN	Y2 on roll	Y2 PAN	Y3 on roll	Y3 PAN	Y4 on roll	Y4 PAN	Y5 on roll	Y5 PAN	Y6 on roll	Y6 PAN
<b>Sale West</b>														
All Saints' Catholic Primary	30	30	25	30	30	30	31	30	28	30	31	30	30	30
Firs Primary	49	60	45	60	60	60	60	60	54	60	57	60	62	60
Park Road Primary (Sale)	60	60	60	60	60	60	61	60	60	60	48	45	34	30
St. Margaret Ward Catholic Primary	30	30	30	30	31	30	30	30	30	30	30	30	31	30
St. Mary's C.E. Primary (Sale)	35	35	35	35	35	35	35	35	35	35	35	35	35	35
Tyntesfield Primary	60	60	60	60	60	60	60	60	60	60	60	60	60	60
Wellfield Infant/Junior	60	60	59	60	59	60	64	60	51	60	64	60	64	60
Woodheys Primary	58	60	60	60	60	60	66	60	64	60	67	60	67	60
<b>Totals</b>	<b>382</b>	<b>395</b>	<b>374</b>	<b>395</b>	<b>395</b>	<b>395</b>	<b>407</b>	<b>395</b>	<b>382</b>	<b>395</b>	<b>392</b>	<b>380</b>	<b>383</b>	<b>365</b>
<b>Sale East</b>														
Brooklands Primary	90	90	90	90	84	70	70	70	70	70	70	70	70	70
Holy Family Catholic Primary	30	30	30	30	30	30	30	30	29	30	30	30	30	30
Lime Tree Primary Academy	60	60	60	60	60	60	60	60	60	60	60	60	60	60
Moorlands Junior	0	0	0	0	0	0	60	60	60	60	60	60	61	60
Springfield Primary	90	90	90	90	91	90	90	90	90	90	90	90	60	60
St. Anne's C.E. Primary	30	30	28	30	30	30	31	30	35	30	33	30	35	35
St. Joseph's Catholic Primary	60	60	60	60	60	60	60	60	60	60	60	60	60	60
Templemoor Infant and Nursery	60	60	60	60	60	60	0	0	0	0	0	0	0	0
Worthington Primary	45	45	45	45	45	45	48	45	46	45	46	45	48	45
<b>Totals</b>	<b>465</b>	<b>465</b>	<b>463</b>	<b>465</b>	<b>460</b>	<b>445</b>	<b>449</b>	<b>445</b>	<b>450</b>	<b>445</b>	<b>449</b>	<b>445</b>	<b>424</b>	<b>420</b>

Analysis of this (actual) data shows that:

- In the Sale West Planning area the total published admission number is 2720. The total number on roll is 2715 giving a surplus of just 5 places against the published admission number
- In the Sale East Planning area the total published admission number is 3130. The total number on roll is 3160 giving an overall deficit of 30 places against the published admission number
- Only 2 schools in the whole of Sale have any vacancies in YR
- No schools in Sale East have any vacancies in YR
- Only 4 schools in the whole of Sale have vacancies in Y1
- Only 1 school in Sale East has vacancies in Y1
- Only 1 school in Sale has a vacancy in Y2 while 3 schools have admitted pupils above the published admission number
- No schools in Sale have vacancies in Y3 while 6 schools have admitted pupils above the published admission number
- Only 3 schools in Sale West have vacancies in Y4 and 1 school in Sale East, a faith school, had 1 vacancy at the time of capture

- Only 1 school in the whole of Sale, in Sale West, has vacancies in Y5 while 6 schools have admitted pupils above the published number
- No schools in Sale have any vacancies in Y6 while 7 schools have admitted pupils above the published admission number

1. What classes/ year groups currently have more than 30 children in a class in schools in the Sale East area

See Fig 2

2. How many funded 3-4 year olds are there who reside in the Sale east area and will be due to start Reception in September 2019 and how does this number compare with the current school places available in Reception in the area and the proposed changes to Reception numbers in the area

The School Admissions Team do not hold this data and cannot use this data as it is too current to be useful in the SCAP submission which is submitted in July of the current year and forecasts for the next 4 academic years (e.g. 2018 SCAP submitted in July 2018, forecasting pupil numbers in all year groups for September 2019, 2020, 2021 and 2022). Trafford's Early Years Team report that they are still awaiting the school census data for autumn 2018, so do not currently have the full picture. The Team advises that the data should be finalised and available around the end of November.

3. Confirmation from the LA that there will be no further increase in PAN in any other Sale school in the next 3 years

It is important to note that Place Planning is a requirement because of the duty placed upon the LA to provide sufficient places for all the pupils in its area, including a small surplus for pupils that move into the area, regardless of how or when they arrive here. Therefore, whilst it is understood that optimal funding is achieved when a school is full, the driver for the LA must always be to meet its statutory duty to provide sufficient places. Since the DfE considers that the LA should provide 61 additional places in each year group, the LA must now consider whether some, or all, of those places will be provided and where. Although the final decision will rest with elected members and be subject to further consultation, the current proposal focuses on Sale East rather than Sale as a whole. Any interested party might speculate on the feasibility of schools in Sale East. 3 of the 9 schools in Sale East are faith schools and give priority to children on the basis of their faith practices. Although the LA has expanded faith schools, most recently Bowdon C.E. and St. Hugh's Catholic, it cannot guarantee that additional places at faith schools will be allocated to local children. 2 of the 9, Brooklands and Springfield, have already been expanded to accommodate 90 children in every year group and it is unlikely that the LA would recommend the consideration of a 4 form entry primary school. That leaves 3 options; Lime Tree Primary School (which is an academy), Templemoor Infant/Moorlands Junior School and Worthington Primary School.

At this time no recommendations have been made and no Executive Decisions are pending. However, I cannot confirm that recommendations will not be made or that there will be no further increase in the PAN in any school in Sale.

The LA, in its role as the admission authority for Community and Voluntary Controlled Schools, determine the Published Admission Numbers for those schools. However, other own authority schools are free to increase the published admission number without reference to the LA.

I hope you find this information useful. All consultation comments and responses will be published on Trafford's website and included in the final Report to Trafford's Executive Member for consideration as part of the democratic process to determine the 2020 admission arrangements. The final arrangements must be determined by 28th February 2019.

## COMMENT 7

I write on behalf of the Governing Body of Templemoor Infant and Nursery School in response to the current consultation regarding the proposal to combine the Templemoor/Moorlands and Worthington catchment areas. This letter represents Templemoor's formal response to the consultation which closes on 4th December 2018. It outlines our response to the proposal, our concerns and our suggestions for consideration to alleviate these concerns. It also outlines our views regarding future school expansion in the Sale East area. We have worked closely with Moorlands Junior School in considering the proposal and formulating our response.

Firstly we would like to say that we appreciate the current difficulties faced by the Council with over subscription in the Sale East area, Templemoor already having been obliged to take excepted pupils in all of its classes during the last two years. We know that the Trafford area in general terms has seen an increased level of migration due to commercial developments in its vicinity such as the growth of Media City in Salford Quays.

Consequently, there has been in the last 5 years and continues to be a substantial increase in the number of new homes being built in Templemoor's catchment area including a total of 24 4/5 bed houses at The Place, Northenden Road, 7 4/5 bed houses and 11 apartments at Hazlemere Gardens, Northenden Road and the current development of 14 5 bed houses on Clarendon Crescent due for completion in 2019. Clearly, all of these developments attract families to the area increasing the strain on school places in our School's Catchment zone. It is not clear to us how the resulting increase in demand for school places has so far been planned for by Trafford Council.

In terms of the impact of the proposed amalgamation of the catchment areas, from data supplied by yourself, it would seem that if increased school numbers are not in place for the start of the 2020 admissions round, the benefits of the merger will be negligible. The number of Manchester resident children currently on roll at Worthington Primary School is relatively low with only 1 Manchester resident child achieving a place there in the 2018 admissions round.

The Governing Body does appreciate that the merger of the catchment areas will benefit local residents by making them Category 3 applicants at both schools and therefore improving their chances of gaining a place at a school within Sale East. The Governing Body sees this as a positive benefit of the proposed Scheme.

However, the close geographical proximity of the schools, their location within their current catchment areas and the possible impact of these two factors under the new proposal does give us some cause for concern. Templemoor and Moorlands are located to the East of their current catchment area and Worthington is located to the West of its zone meaning that there is a relatively narrow corridor between the schools with Old Hall Road running through it. Our concern is that under the proposed merger, Templemoor and Moorlands may see an increase in applications from residents from the Worthington Road side of Old Hall Road meaning that families on the northern and western outskirts of the Templemoor catchment area (including Arnesby Avenue, Dane road and Winstanley Road) may still be disadvantaged in terms of their ability to access a place at what is currently their catchment school. We appreciate that they will stand a better chance of securing a place at Worthington Primary School rather than being forced to travel to Sale West but we are concerned that families often buy a property in an area with a particular school choice in mind. Another factor is that the 3 schools in question are not currently comparable in terms of the provision they offer: phase specific education versus vertically grouped provision and parents will almost certainly have a preference for their child's education.

On Tuesday 30 October, myself, Mr Stuart Hodgson and Miss Alison Kelly met with Councillor Andrew Western and Alison Milne to discuss our concerns. As a result of that meeting, it was agreed that the Council would start to look into the feasibility and impact of retaining the current school catchment areas within the immediate vicinity of the 3 schools with Old Hall Road remaining the point where the areas meet. This would mean the creation of the new joint catchment area outside of these zones giving families living further away a better chance of securing a place at their nearest school. At the meeting we did acknowledge that this scheme could have both its advantages and disadvantages from a parental point of view which would need to be taken into account.

Due to the few numbers of places occupied at Worthington Road by Manchester residents, it is clear that the success of the proposal to amalgamate catchment areas hinges on school expansion in the Sale East area. From what we have been told, the Council has not yet embarked on the process of how and when this might happen but will be

doing so shortly. Without the expansion of numbers coming on stream in line with the new admissions policy in 2020, it may be the case that the Council is still not in a position to be able to satisfy the demand for places within the combined catchment area.

Our position regards expansion is that we are clear that new school places need to be created but we firmly wish that the “status quo” of the 3 separate schools be preserved and that the expansion of 1 school should not disadvantage the others. Also, the over expansion of numbers could potentially lead to the schools being undersubscribed and within the current financial climate, for a school to lose numbers on roll would be extremely detrimental.

In conclusion, we support the merger of the catchment areas in principle as it aims to ensure that children are able to attend a local school but we do have reservations regarding how this is carried out. We wish Trafford council to investigate ways to ensure that families resident at the northern and western boundaries of our current catchment area are not unduly disadvantaged in their ability to secure a place at Templemoor as a result of the scheme. In terms of school expansion, we are clear that this is necessary but we would not wish for our school to be closed or merged as result of any scheme nor would we wish to be disadvantaged in terms of a fall in the number of pupils on roll at Templemoor.

Finally, we would ask for clear and open lines of communication with the Council as to the next steps in terms of the consultation itself, our suggestions as outlined in this letter but also the plans for the expansion of school numbers in the Sale East area which the Council has indicated it will be embarking on in the near future.

## **Response 7**

In the first instance the LA notes the Governing Body’s acceptance of the level of oversubscription currently experienced in the Sale East area, and its awareness of the impact on school admissions arising from the considerable number of developments in the area and that the Governing Body supports the merger of the catchment areas in principle. However, the Governing Body’s formal response does raise a number of concerns:

1. It is not clear to us how the resulting increase in demand for school places has so far been planned for by Trafford Council.
2. if increased school numbers are not in place for the start of the 2020 admissions round, the benefits of the merger will be negligible.
3. Our concern is that under the proposed merger, Templemoor and Moorlands may see an increase in applications from residents from the Worthington Road side of Old Hall Road meaning that families on the northern and western outskirts of the Templemoor catchment area (including Arnesby Avenue, Dane road and Winstanley Road) may still be disadvantaged
4. investigate ways to ensure that families resident at the northern and western boundaries of our current catchment area are not unduly disadvantaged in their ability to secure a place at Templemoor as a result of the scheme
5. the 3 schools in question are not currently comparable in terms of the provision they offer: phase specific education versus vertically grouped provision and parents will almost certainly have a preference for their child’s education
6. the creation of the new joint catchment area outside of these zones
7. the “status quo” of the 3 separate schools be preserved and that the expansion of 1 school should not disadvantage the others
8. clear and open lines of communication with the Council.

1. **It is not clear to us how the resulting increase in demand for school places has so far been planned for by Trafford Council.**

The LA’s response to the Governing Body’s initial comments, posted as Comment 1 and Comment 2 in the Comments and Responses documents, contains detailed information on:

- the method used by the LA to forecast pupil numbers

- the process employed by the DfE to allocate Basic Needs Funding; and
- the role of the Capital/Place Planning Group in recommending options to Trafford's Executive which is the final decision maker

This forecasting and planning process has been successfully used to provide 595 additional places in Sale East at:

Lime Tree Primary School (210 additional places)  
 Springfield Primary School (210 additional places)  
 Brooklands Primary School (140 additional places) and at  
 Worthington Primary School (35 additional places)

In providing additional places, the LA must ensure that the places are affordable and effective in dealing with oversubscription, and that the expanding school remains viable as a result. Therefore, although it might be considered appropriate to provide 10 additional places at a school where a new development has been completed in its catchment area, or 5 additional places at another where an office block has been converted, the relevant schools would be financially disadvantaged by such an approach. Rather places need to be provided in sensible numbers to allow a school to operate most efficiently. As a result, the LA has provided additional places either by a full form of entry (30 to 60 or 60 to 90) or to expand a school from a part form of entry to full forms of entry (45 to 60 or 70 to 90).

Trafford's Capital/Place Planning Group is currently considering the feasibility of various options for expansion in Sale East, in order to meet rising demand. 3 of the 9 schools in Sale East are faith schools and give priority to children on the basis of their faith practices. Although the LA has expanded faith schools, most recently Bowdon C.E. and St. Hugh's Catholic, it cannot guarantee that additional places at faith schools will be allocated to local children. 2 of the 9, Brooklands and Springfield, have already been expanded to accommodate 90 children in every year group and it is unlikely that the LA would recommend the consideration of a 4 form entry primary school. That leaves 3 options to consider:

- Lime Tree Primary School to expand from 60 to 90. Since Lime Tree Primary School is an Academy and, as a result, controls its own catchment area, it would not be the Council's decision how any additional places would be prioritised;
- Templemoor Infant/Moorlands Junior School from 60 to 90; and
- Worthington Primary School from 45 to 60 or 90

The LA notes the Governing Body's statement that "new school places need to be created" and its concerns, echoed by the Governing Body of Wellfield Infant School, that "over expansion of numbers could potentially lead to schools being undersubscribed". These concerns will be factored into the LA's recommendations when considering whether to provide 45, 30 or 15 places in the first instance.

The final decision on any expansion will rest with elected members and be subject to further consultation. It is expected that recommendations for consideration will be reported to the Executive in the Spring term.

In the meantime, the LA is proposing to combine the current Templemoor/Moorlands catchment area with the current Worthington catchment area, to ensure that all the places currently available can be prioritised for residents living in that combined area. This is a strategy that has been successfully employed previously in Altrincham, Stretford and Sale. The objective is to allow the allocation of places at schools across the area in a controlled manner so that places are allocated to local children. The LA has been cautious in allocating scarce resources to provide places that may not benefit Trafford residents because of a school's proximity to the LA administrative boundary.

2. **if increased school numbers are not in place for the start of the 2020 admissions round, the benefits of the merger will be negligible.**

It is correct to say that a number of Manchester residents have achieved places at Worthington Primary School in the past. The Governing Body correctly cite the fact that only 1 place at Worthington Primary School was allocated to a Manchester resident in the 2018 admission round and question whether it is appropriate to combine the

catchment area when only 1 place is available. However, this place was only 1 of 16 places that were allocated to children that did not live in the Worthington catchment area. This means that those 16 surplus places could be prioritised for children living in the Templemoor/Moorlands catchment area.

At Templemoor Infant School in the 2018 admission round, 59 of the 60 available places at Templemoor Infant School were allocated to catchment area children with the 1 remaining place being allocated to a child living in the Springfield catchment area with a sibling already attending the School. At the same time 7 children resident in the Templemoor catchment area, predominantly resident along Old Hall Road and the east end of Broad Road, listed Worthington Primary School as the preferred school and were allocated places at the School. Had all these 7 children requested places at Templemoor Infant School, 6 other children resident in the Templemoor/Worthington catchment area, further away than these 7, could not have been allocated a place at Templemoor Infant School and the younger sibling would have been allocated a place elsewhere.

**3. Our concern is that under the proposed merger, Templemoor and Moorlands may see an increase in applications from residents from the Worthington Road side of Old Hall Road meaning that families on the northern and western outskirts of the Templemoor catchment area (including Arnesby Avenue, Dane road and Winstanley Road) may still be disadvantaged.**

Although the LA cannot know definitively why 7 applicants chose Worthington Primary School, ease of access from the home address to Worthington Primary School can be easily demonstrated. The map below shows a small section of the area immediately around Templemoor Infant School and Worthington Primary School.

The section map demonstrates that, although the schools are close when considered as the crow flies, access to Templemoor Infant School from the properties west of Worthington Primary School (Massey Road, Norley Drive, Rutland Lane and the small roads off) is not direct. When walking, the journeys to Worthington Primary School from these addresses, are very direct. For example the walking distance from 21 Norley Road to Worthington Primary School is 0.3 miles and would require the child to cross Worthington Road.

The walking distance to Templemoor Infant School from the same address is 0.6 miles and requires the child to cross Old Hall Road and negotiate the busy one-way system at Sale Moor village.

The walking distance from 22 Massey Road to Worthington Primary School is 0.1 miles and again, would only require the child to cross Worthington Road, whilst the walking distance to Templemoor Infant School is 0.5 miles and must negotiate Old Hall Road.

Direct access to Worthington Primary School from the Templemoor/Worthington catchment area is easier to

achieve, since the School is on a through road leading from Broad Road or Dane Road providing easy onward travel for parents, particularly those delivering children by car on their journey to work.



On that basis it is unlikely that a family living in the Worthington catchment area would apply for Templemoor Infant School on the basis that it is easier to get to. The most recent comparative data published by the DfE; Overall performance at the end of KS2 in 2017 - Trafford - positions Worthington Primary School at the top of a table of all relevant Trafford schools on the basis of the score for progress in reading; 6th on the basis of the score for progress in maths and 7th on the basis of the percentage of pupils meeting the expected standard. Whilst it may be the case that an applicant expresses a preference for any number of personal reasons, such as childcare or proximity to work, there is no geographical or educational

evidence to suggest that children resident in the Worthington catchment area would choose Templemoor Infant School over Worthington Primary School.

**4. investigate ways to ensure that families resident at the northern and western boundaries of our current catchment area are not unduly disadvantaged in their ability to secure a place at Templemoor as a result of the scheme**

A map showing the full proposed area is attached (Appendix 1) with circles denoting the straight line distances from Templemoor Infant School. When addresses at the furthest extent of the Templemoor/Moorlands catchment area are considered, the differences between the distances and the journey times between schools are negligible. For example, Lynn Avenue is the furthest road from Templemoor Infant School where the distance is 0.9 miles. At medium walking speed that is a walk of 18 minutes and a drive time of 3 minutes. The distance to Worthington Primary School is 1.2 miles, at medium walking speed that is a walk of 23 minutes and a drive time of 4 minutes. However, access to Templemoor Infant School by car is restricted by the fact that the School is at the bottom of a narrow cul de sac, whilst Worthington Primary School allows easy access in and out of Worthington Road.

Similarly, Arnesby Avenue is almost equidistant from both school, being 0.6 miles from Templemoor Infant School, an 11 minute walk, and 0.7 miles from Worthington Primary School a 15 minute walk. The drive time is 3 minutes to either school.

Of course schools and the LA do try to encourage families to walk to school, but in many instances children do travel to school by car.

It is undeniably the case that families resident at the northern and western boundaries of the Templemoor/Moorlands catchment area are currently disadvantaged because of the sheer distance from these addresses to the School. However, families that have siblings already attending Templemoor Infant School or Moorlands Junior School will not be affected by the proposal, since they will have sibling priority. In addition, those that are attending Worthington Primary School will now be considered under Category 2, children resident in the catchment area, rather than Category 4.

If the LA's view that there is no evidence to suggest that families resident in the current Worthington catchment area would have reason to apply for places at Templemoor Infant School, other than whatever personal circumstances might pertain, is accepted, then families currently resident in the Templemoor/Moorlands catchment area, expecting to have children in the future or with first born or only children due to start school in September 2020 onwards, will not be further disadvantaged or "unduly disadvantaged". That is; that they will be no more disadvantaged than they already are. Rather, they will be protected by the new priority afforded to them at Worthington Primary School. Families moving into the area in the future will do so in the knowledge of their priority at both schools. Given the pattern of recent applications, it may be that more families resident in the Templemoor/Moorlands catchment area may apply for places at Worthington Primary School, so improving the chances of these pupils achieving places at Templemoor Infant School.

Your formal response refers to the practise of families moving to a property particularly to improve their chances of achieving a place at a particular school. This is recognised by the LA, however, it is usually the case that properties within the immediate area around a school are favoured. It is hard to understand why a family, anxious to achieve a place at Templemoor Infant School would purchase a property as far away as Lynn Avenue.

**5. the 3 schools in question are not currently comparable in terms of the provision they offer: phase specific education versus vertically grouped provision and parents will almost certainly have a preference for their child's education**

It is a long standing policy of the LA to remove vertically grouped provision at every opportunity. In considering where additional places might be provided, increasing a part form of entry to a full form of entry is a major consideration as explained in Section 1. Although there is no determined proposal to expand Worthington Primary School at this point, it is an option for discussion.

It is also the Local Authority's long standing strategic aim to amalgamate separate infant and junior schools where there are no contrary indicators to a proposal although there is no indication that the circumstances that would trigger the LA's presumption to amalgamate are imminent.

**6. the creation of the new joint catchment area outside of these (the current catchment addresses) zones**

The School Admissions Code requires that admission authorities must ensure that the practices and criteria used to decide the allocation of school places are fair, clear and objective. The use of catchment areas to determine priority is commonplace and is expressly referred to in the School Admissions Code:

**"1.14 Catchment Areas**

Catchment areas must be designed so that they are reasonable and clearly defined. Catchment areas do not prevent parents who live outside the catchment of a particular school from expressing a preference for the school."

In order to meet the requirements of the School Admissions Code, an admission authority, the LA in this case, must ensure that a catchment area is determined in an objective way, that is in an impartial, unbiased and non-partisan way. The suggestion by the Governing Body does not provide any detail, only requests that the LA scope a proposal that would protect a small enclave of children that live further away from Worthington Primary School than the vast majority of children in the Templemoor catchment area, including those children that live in the Templemoor /Moorlands catchment area that chose to apply for places at Worthington Primary School, and that live further away from Templemoor Infant School than a significant number of the children resident in the Worthington catchment area. Given that the evidence provided in Section 4 demonstrates no further disadvantage is caused to any of the current or future residents by the current proposal, other than that which they already suffer, there can be no objective justification to further prioritise any group of properties.

**7. the "status quo" of the 3 separate schools be preserved and that the expansion of 1 school should not disadvantage the others**

This proposal does not affect the status of any school and is not made with the intention of disadvantaging any one school against another. Rather the proposal is an objective proposal intended to ensure that families in Sale East can be confident that they can achieve a school place within a reasonable distance. Any proposals to expand or amalgamate or close any school would be subject to full statutory procedures including consultation.

**8. Clear and open lines of communication with the Council.**

The admission arrangement consultation process is a statutory process and the requirements are laid out in Chapter 3 of The School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements)(England) Regulations 2012 and the School Admissions Code. This consultation has been carried out in compliance with all the requirements of the Regulations and the School Admissions Code. The consultation process closes on 7th December 2018 and then the Council's own democratic processes, regulated by the Local Government Act 2000, will be followed to finally determine the admission arrangements which must be determined by 28th February 2019.

All consultation comments and responses will be included in a Report to Trafford's Executive Member for consideration and the determination will be published on Trafford's website, subject to a 5 day call in period. Following this 5 day period, the arrangements will be determined. At this point the School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements)(England) Regulations 2012 and the School Admissions Code will require the admission authority, the LA, to notify the appropriate bodies of the determination and publish a copy of the determined arrangements on its website. Any objections to the arrangements must be made to the Schools Adjudicator by 15 May 2019.

**Impact on Moorlands Junior School**

Finally, it can be seen that the LA's response does not make specific reference to the impact of the proposal on Moorlands Junior School. Oversubscription criteria are most often used at the normal point of entry which is

commonly admission to the reception year. Technically, admission to Year 3 at Moorlands Junior School is a normal point of entry, except that in Trafford's Community Schools, the Policy is not to require children attending the partner infant school to apply again, rather all the children in Year 2 at the partner infant school automatically transfer to the junior school. Therefore oversubscription might only be used to determine waiting lists at Moorlands Junior School. This means that where the school has vacancies in a year group there is no waiting list and the next in year applicant is allocated a place, and so on until the School is full. Where the School is full when an in year application is received, the application is refused and the child is invited to join a waiting list. Only in the event that 2 in year applications are received for the same vacancy, will the oversubscription criteria be used to determine the priority of each of the two candidates. Moorlands Junior School is currently full in every group. Therefore, so long as this pertains, the oversubscription criteria will not need to be applied.

#### **Comment 8**

This letter represents Moorlands Junior School's formal response to the consultation which closes on 7th December 2018. We have worked closely with Templemoor Nursery and Infant School reviewing the proposal. There has also been a meeting with Councillor Andrew Western and Alison Milne. We have also taken into consideration the likelihood of further school places being created within the Sale East area as indicated by Trafford Council and the additional impact of this on the proposed merger of the catchments.

Firstly I would like to thank you for your time attending our Governors Board meeting and your responses and communications following our initial questions regarding this consultation. It was much appreciated.

The Governing Body agrees that the merger of the catchment areas will benefit local families by making them Category 3 applicants at both schools and therefore increasing their chances of a place at a school in Sale East. However as stated by yourself the other main reason for the merger was to prevent Manchester children taking Trafford places with Worthington Primary School, due to its proximity to the border, the most likely to be affected. While we can appreciate the reasons behind this, our main concerns as Moorlands Junior School Governors are ensuring that our school and current catchment families are not disadvantaged now or in the future.

Our position with regards to the additional school places is that we agree that new school places need to be created but it is critical that the expansion of one school should not disadvantage others. Also it is evident whilst reviewing the proposal of the catchment merger that the timing and the location of the additional school places within Sale East will have an impact and would be an added complication to the effects of the merging of the catchment areas.

There is a concern that as a result of the merger of catchments and if future increases in reception places were to be at Worthington Primary School, there would be a risk of a reduction in numbers on roll at Temple moor and subsequently at Moorlands. This and the loss of funding for Moorlands Junior School would be wholly unacceptable.

We are also concerned that the merger of the catchments would disadvantage those families on the north-west periphery of the current Templemoor/Moorlands catchment as, due to their distance from the school, most of the current Worthington Primary catchment families would take preference for a place at Templemoor/Moorlands over those families on the periphery once the catchments are merged.

Although those families would benefit from still having a place in Sale East they would have a longer distance to travel, increasing road traffic down one of the two very busy roads (Dane Road or Broad Road) and having to cross Old Hall Road to get to Worthington Primary, then further exacerbating the parking problems around Worthington Primary School as those families are much more likely to drive to school. This may be mitigated if the increase in school places were to be at Worthington Primary School but, without knowing where those places are going to be, this remains a very real concern.

We would therefore ask the council to look at ways and means to ensure that school places are protected for those families that live at the extremity of the current Templemoor/Moorlands catchment area, on roads such as Lynn Avenue, Dane Road and Winstanley Road so they are not disadvantaged in preference for Worthington Primary Catchment families.

We would also ask for the right to review and if required have the ability to reverse the change in catchment arrangements should there be any detriment to the school i.e. fall in numbers or to the families in the catchment as a result of the catchment change and or increase in places in Sale East.

Finally, we would ask for clear and open lines of communication with the Council as to the next steps in terms of the consultation i.e. when your Statement of Response is due by and particularly with regard to the plans for the expansion of school numbers in the Sale East area which the Council has indicated it will be embarking on in the near future.

To conclude, we would support the merger of the catchment areas if our concerns are addressed as discussed above and with confirmation that this would be reviewed and the merger reversed should our school or current catchment families be disadvantaged by the change.

## **Response 8**

I am writing in response to your comments, made on behalf of the Governing Body of Moorlands Junior School regarding the above proposal.

The LA notes that the Governing Body has worked closely with the Governing Body of Templemoor Infant School in considering and responding to the proposal. A number of concerns are shared by both bodies; primarily the concern that families, living on the north-west periphery of the current Templemoor/Moorlands catchment area, will be disadvantaged by the proposal.

The increasing level of oversubscription in the Sale East area is acknowledged by all parties and is the driver for the LA's proposal; *"In the first instance this will provide families in the combined area with further options and give an element of protection against the impact of increasing oversubscription in the area"*. It is not the purpose of the proposal to stop Manchester residents taking places at Worthington Primary School, it is to ensure that children, resident in the Templemoor/Moorlands/Worthington area have priority for the places at schools in the area.

Although all the schools in the area are routinely oversubscribed, the impact has been most keenly felt by families in the Templemoor/Moorlands catchment area or by those from outside the area with siblings already attending the schools. In the 2018 admission round there was only 1 surplus place at Templemoor Infant School. That is, all but 1 of the available places at Templemoor Infant School were allocated to catchment area children with that 1 remaining place being allocated to a child living in the Springfield catchment area who had a sibling already attending the School. 1 other child with a sibling already attending the School could not be allocated a place. However, 7 children resident in the Templemoor catchment area listed Worthington Primary School as the preferred school and were allocated places at the School. Had all these 7 children requested places at Templemoor Infant School, 6 other children resident in the Templemoor/Worthington catchment area, living further away, could not have been allocated a place at Templemoor Infant School and the younger sibling would have been allocated a place elsewhere. The situation was saved by the availability of places at Worthington Primary School.

The situation was similar in the 2017 admission round, where there were only 4 surplus places whilst 4 catchment area children applied for and were allocated places at Worthington. The 4 surplus places were all allocated to children with siblings already attending the school, although another child with a sibling could not be accommodated and had to be allocated a place elsewhere. Again, where it not for availability of places at Worthington Primary School, the number of places would only just met the needs of the catchment area children and the 4 siblings would have been allocated places at different schools than the older siblings.

The 2016 admission round provides evidence of the worst outcomes for families in the area of concern. 5 catchment area children, from the following addresses, that had applied on time, could not be allocated a place at Templemoor Infant School;

Winstanley Road (allocated Firs Primary School) 0.466 miles  
Arnesby Avenue (allocated Holy Family) 0.47 miles  
Dane Road (allocated Firs Primary School) 0.499 miles  
Priory Road (allocated Firs Primary School) 0.505 miles  
Merlyn Avenue (allocated Firs Primary School) 0.581 miles

and 9 other children, with a sibling already attending the school, could not be allocated places. In addition, 4 catchment area children resident in the Templemoor/Moorlands catchment area applied for, and were allocated, places at Worthington Primary School, offering a small alleviation to the problem for 4 other children living further away from the School.

Although the School Admissions Code does not expect or allow an admission authority to offer parents a guarantee of a place at the catchment area school, where an admission authority employs catchment areas it must be a target to ensure that there are sufficient places for children resident in those areas.

The pattern of oversubscription, as it increases, is to move from the expectation of sufficient places every year, through uncertainty as to whether there will be sufficient places or not, to there being insufficient places year on year. The LA believes that this will be the pattern in the Sale East area in the future, if no further action is taken, especially when the number of the new properties being provided in the area is factored in to the considerations.

This see-sawing of availability must be a continuing concern, particularly to those families resident at the northern and western boundaries of the Templemoor/Moorlands catchment area. Combining the two areas would offer parents, resident in the Templemoor/Moorlands catchment area, reassurance that sufficient places will be available in the area for all the children that may be resident there. Families that have siblings already attending Templemoor Infant School or Moorlands Junior School will not be affected by the proposal, since they will have sibling priority. In addition, those that have been allocated places for older siblings at Worthington Primary School will be afforded sibling priority at that school and will be considered under Category 2, children resident in the catchment area, rather than Category 4.

A map showing the full proposed area is attached (Appendix 1) with circles denoting the straight line distances from Templemoor Infant School. Templemoor Infant School has been used as the destination rather than Moorlands Junior School since it is admission to the Reception class where the use of the catchment area criteria is most relevant.

When addresses at the furthest extent of the Templemoor/Moorlands catchment area are considered, the differences between the distances and the journey times between Templemoor Infant School and Worthington Primary School are negligible. For example, Lynn Avenue is the furthest road from Templemoor Infant School where the distance is 0.9 miles. At medium walking speed that is a walk of 18 minutes and a drive time of 3 minutes. The distance to Worthington Primary School is 1.2 miles, at medium walking speed that is a walk of 23 minutes and a drive time of 4 minutes. However, access to Templemoor Infant School by car is restricted by the fact that the School is at the bottom of a narrow cul de sac, whilst Worthington Primary School allows easy access in and out of Worthington Road.

Similarly, Arnesby Avenue is almost equidistant from both school, being 0.6 miles from Templemoor Infant School, an 11 minute walk, and 0.7 miles from Worthington Primary School a 15 minute walk. The drive time is 3 minutes to either school. Although schools and the LA do try to encourage families to walk to school, in many instances children do travel to school by car.

The LA considers that families currently living at the north-west periphery of the Templemoor/Moorlands catchment area are already disadvantaged because of the sheer distance from these addresses to Templemoor Infant School. These families can currently have no confident expectation that they might achieve a place at Templemoor Infant school, so will not be further disadvantaged by the proposal. Rather, they will be protected by the new priority afforded to them at Worthington Primary School. Families moving into the area in the future will do so in the knowledge of their priority at both schools.

Oversubscription criteria are most often used at the normal point of entry which is commonly admission to the reception year. Technically, admission to Year 3 at Moorlands Junior School is a normal point of entry, except that in Trafford's Community Schools, the Policy is not to require children attending the partner infant school to apply again, rather all the children in Year 2 at the partner infant school automatically transfer to the junior school. Therefore oversubscription might only be used to determine waiting lists at Moorlands Junior School. This means that where the school has vacancies in a year group there is no waiting list and the next in year applicant is allocated

a place, and so on until the School is full. Where the School is full when an in year application is received, the application is routinely refused and the child is invited to join a waiting list. Only in the event that 2 in year applications are received for the same vacancy, will the oversubscription criteria be used to determine the priority of each of the two candidates. Moorlands Junior School is currently full in every group. Therefore, so long as this pertains, the oversubscription criteria will not need to be applied.

As to the Governing Body's concern that the LA might over provide places, so leaving some schools in the area to carry significant vacancies; Trafford has recently received its 2020 allocation summary in which the DfE reports the number of additional places it determines that the LA should provide, based on the SCAP submission, and that it will fund. This summary reports that Trafford LA needs to provide 427 additional primary school places in the Sale area. This equates to approximately 2 forms of entry across the whole of Sale (east and west). The DfE also provides basic need funding for these places at the rate of £12,705 per place. The DfE's estimation of the need for 427 places would only provide funding of approximately £5.4 million, which would not be sufficient to build a two form entry primary school, even without the cost of purchasing a new site. Therefore, the LA must explore the best value options and ensure that the places are only provided in the area that they are needed and that scarce resources are not spent simply to meet parental preference. However, it is the case that the DfE advises that LAs should seek to ensure a 5% surplus to allow for families that move into the area. The table below shows the current position (10.12.2018) in Sale East, where there are only 4 vacancies exist in 3 year groups at 2 faith schools, in the whole of Sale East and many schools have already admitted children above their published admission number.

	YR PAN	YR on roll	Y1 PAN	Y1 on roll	Y2 PAN	Y2 on roll	Y3 PAN	Y3 on roll	Y4 PAN	Y4 on roll	Y5 PAN	Y5 on roll	Y6 PAN	Y6 on roll
<b>Sale East (10.12.2018)</b>														
Brooklands Primary	90	90	90	90	84	70	70	70	70	70	70	70	70	70
Holy Family Catholic Primary	30	30	30	30	30	29	30	30	29	30	30	30	30	30
Lime Tree Primary Academy	60	60	60	60	60	60	60	60	60	60	60	60	60	60
Springfield Primary	90	90	90	90	91	90	90	90	90	90	90	90	60	60
St. Anne's C.E. Primary	30	30	28	30	30	30	31	30	35	30	33	30	35	35
St. Joseph's Catholic Primary	60	60	60	60	60	60	60	60	60	60	60	60	60	60
Templemoor/Moorlands	60	60	60	60	60	60	60	60	60	60	60	60	61	60
Worthington Primary	45	45	45	45	45	45	48	45	46	45	46	45	48	45
Totals	465	465	463	465	460	444	449	445	449	445	449	445	424	420

This provides no allowance for children moving into the area and falls far short of the target of 5% surplus. In addition to the annual SCAP submission which the LA is required to make, the DfE also asks the LA to complete a sufficiency survey every autumn term. The survey is designed to help the DfE understand the availability of pupil places across all year groups in the new academic year. The survey asks:

**Question 5 (Please tick as appropriate)**

Are there any **primary** planning areas in your authority where you do not think you will have sufficient capacity in 2018/19, in any year group, to offer in-year applicants a place?

The survey then allows LA's to submit a commentary:

We would like to understand more about your Local Authority and ask that you provide more detailed information in the boxes below to explain further your pupil place planning issue(s) and any actions that you intend, or are currently taking, to address this. In your response please identify the year groups and planning areas that require additional school places.

Every year the LA restates the fact that, given the success of Trafford schools, and the requirement of the School Admissions Code to allocate a place where a place is available, maintaining even a small surplus is impossible. In the 2018 survey Trafford reported:

*“The LA continues to consider the provision of additional places, particularly in the Sale planning area. However, given the success of schools in the area, any additional places are quickly taken up by pupils resident in other planning areas or in neighbouring LAs so cannot be reserved for families that may, or may not, move to the area.”*

Given that the total PAN for the reception year in 2018 is 465, the DfE expectation is that the LA will have 23 vacancies in that year group. However, every school in Sale East is full in the Reception year group. Whilst the LA considers that maintaining vacancies at 5% is impossible, a small margin for movement needs to be achieved to allow movement in and out of schools. To that end the LA must plan to allow for that small surplus even though it is anticipated it will be quickly used up.

The table below shows the current number of pupils on waiting lists for schools in Sale East.

<b>Sale East (10.12.2018)</b>	YR Waiting List	Y1 Waiting List	Y2 Waiting List	Y3 Waiting List	Y4 Waiting List	Y5 Waiting List	Y6 Waiting List
Brooklands Primary	9	4	5	18	9	14	14
Lime Tree Primary Academy	12	4	4	6	3	2	1
Springfield Primary	11	10	19	19	6	9	14
Templemoor/Moorlands	11	4	0	1	0	0	1
Worthington Primary	13	5	0	5	0	0	2
<b>Total 1st Preferences</b>	<b>33</b>	<b>16</b>	<b>20</b>	<b>24</b>	<b>10</b>	<b>15</b>	<b>15</b>

Since it is likely the case that children will be on more than one waiting list, the data provided in the “Total 1<sup>st</sup> Preferences” row shows the number of individuals on waiting lists in the area.

After considering all the data available, the LA is confident that any additional places that may be created will be quickly taken up although though it should be noted that no decision on where, or how many, additional places might yet be provided. Once a proposal to expand the provision is made, full consultation will be undertaken as required.

Representatives of Templemoor Infant School and Moorlands Junior School met with Cllr Western, Leader of the Council and with Alison Milne, Head of Access and Inclusion and requested that the LA explore options that would “protect” places at Templemoor Infant School and Moorlands Junior School for families “living at the extremities” of the current catchment area.

The School Admissions Code requires that admission authorities **must** ensure that the practices and criteria used to decide the allocation of school places are fair, clear and objective. The use of catchment areas to determine priority is commonplace and the School Admissions Code specifically requires that catchment areas must be designed so that they are reasonable and clearly defined. In order to meet the requirements the LA must ensure that a catchment area is determined in an objective way, that is in an impartial and unbiased way. Although the governing bodies has not suggested a strategy, any proposal to treat one set of children in a category, in this case Category 3, differently than the other children in that category, particularly where that one set of children lives further away from the school than the other, could not be considered objective, especially since the evidence considered by the LA demonstrates no further disadvantage is caused to any of the current or future residents by the Proposal, other than that which they already suffer.

In the event that a different, compliant, proposal could be formulated, the LA would need to undertake full consultation with all the required consultees:

- a) parents of children between the ages of two and eighteen;
- b) other persons in the relevant area who in the opinion of the admission authority have an interest in the proposed admissions;

- c) all other admission authorities within the relevant area (except that primary schools need not consult secondary schools);
- d) whichever of the governing body and the local authority who are not the admission authority; and
- e) any adjoining neighbouring local authorities where the admission authority is the local authority.

Given the limited window for consultation; requiring a minimum period of 6 weeks between 1 October and 31 January, a new proposal could not be made for the 2020 admission round.

Once an admission authority has determined its arrangements those arrangements pertain until such time as the admission authority determines a change. However, any changes can only be made following full consultation and in accordance with the statutory timetable for admission consultation.

The 2020 admission arrangements, whatever they are determined to be, must be determined by 28<sup>th</sup> February 2019. Those final arrangements will be published along with a statement that advises that any person, or body, that considers that the determined arrangements are unlawful, or not in compliance with the School Admissions Code or relevant law relating to admissions, can make an objection to the Office of the Schools Adjudicator. Objections must be submitted to the Office of the Schools Adjudicator by 15 May 2019.

Although it is case that admission arrangements, including catchment areas, are reviewed every year to ensure that they continue to be fit for purpose, the arrangements are reviewed in the summer term in order to propose any changes in the autumn term. In accordance with that timetable, the first review of the 2020 admission arrangements will take place in the summer term of 2020 and changes will be proposed in the 2020 autumn term. However, given the long lead-in time for admission consultation, that consultation will propose changes to the 2022 admission round.

Admission arrangement consultation is a statutory process and the requirements are laid out in Chapter 3 of The School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements)(England) Regulations 2012 and the School Admissions Code. This consultation has been carried out in compliance with all the requirements of the Regulations and the School Admissions Code.

All consultation comments received and responses made will be included in a Report to Trafford's Executive Member for consideration, and the determination will be published on Trafford's website, subject to a 5 day call in period. Following this 5 day period, the arrangements will be determined. At this point the School Admissions (Admission Arrangements and Co-ordination of Admission Arrangements)(England) Regulations 2012 and the School Admissions Code will require the admission authority, the LA, to notify the appropriate bodies of the determination and publish a copy of the determined arrangements on its website.

As well as any statutory requirement, consultation is an important element in the LA's decision making process. To ensure that the LA's consultation is effective, Elected Members and Officers are always available to meet and listen to concerns from interested parties. The provision of any additional places through the expansion of one school or another will also be subject to statutory consultation procedures which will be carried out in a separate process, through a specific proposal.

A number of concerns raised by the Governing Body of Moorlands Junior School were also raised by the Governing Body of Templemoor Infant School and I have included a copy of the LA's response for your information. All the comments received and LA's responses to them are available to read online at [2020 Admission Arrangements/Comments and Responses.pdf](#)