

Admissions Training – ‘A Year in Admissions’

Tuesday 18th September – 4-6pm, Jubilee House NG25 0DY

Own admissions authorities (**VA schools, single trust academies and Church Led MATs**) are invited to attend an admissions training event – **A Year in Admissions at Jubilee House, Westgate, Southwell, NG25 0JH on 18th September at 4-6pm.**

Own Admissions Authorities (OAAs) are required to act in accordance with the School Admissions Code, the School Appeals Code and other legislation relating to admissions. This training session will explore (in practical terms) what these statutory obligations really mean for VA Schools, single trust academies and Church Led MATs.

The training session is FREE and will also include input from the Admissions team at Nottinghamshire County Council.

To book places please contact alison.jacobson@southwell.anglican.org

Diocesan Appeal Panel Training:

Saturday 22nd September 2018 – 10am -3pm, Jubilee House NG25 0DY

As usual Mr Tom Redgate a solicitor from Rothera Sharp will be overseeing the admissions appeals process for voluntary aided schools and academies this year. An ongoing concern is the diminishing number of panel members who are available to help with appeals, and the Diocese is now recruiting for new appeal panel members.

The role involves listening to the case presented by parents, and that presented by the school, in the event that admission has been refused to one of our church schools or academies. The panel is chaired by a more experienced member, and Tom Redgate would be present as Clerk to provide legal advice. Also, of course, travelling expenses will be met.

This is very clearly a valuable and necessary service, and although legal experience is not necessary, it does require people who have availability, a keen sense of fair play and a willingness to undertake some initial training taking place at **Jubilee House on Saturday 22nd September 2018, 10am – 3pm.**

To book places please contact alison.jacobson@southwell.anglican.org

Admissions Arrangements 2019/2020

2019/2020 Admissions:

- Check your determined arrangements for 2019/2020 are on the academy’s website.
- **For September 2019 admissions** - plan in dates for governors to consider applications and carry out ranking in accordance with the timelines of Nottinghamshire County Council’s coordinated admissions scheme <http://www.nottinghamshire.gov.uk/education/school-admissions/key-dates>

Admissions Arrangements 2020/2021

Consultation Period - 1st October 2018 - 31st January 2019.

Schools/academies who are their own admissions authorities, i.e. **VA schools, Single trust academies and Multi Academy Trusts** are reminded that they must consult on any changes to their admissions arrangements (including SIFs) that apply to the admission year September 2020.

The consultation period is a minimum of 6 weeks and **must take place between 1st October 2018 and 31st January 2019**. For details of who to consult with, please see page 18 of the admissions code <https://www.gov.uk/government/publications/school-admissions-code--2>

Action Points:

Religious Authority:

The Diocese must be consulted as your religious authority and regard must be taken of our advice. Please send your proposed changes to alison.jacobson@southwell.anglican.org before sending them out elsewhere for consultation and ensure that you give us sufficient time to scrutinise them.

Church Commitment:

Where your criteria refers to church commitment, only activities that include worship are taken into consideration. Please refer to page 4 of the revised guidance from the Board of Education, accessible via this link <http://southwell.anglican.org/admissions/>

Multi Academy Trusts:

In Multi Academy Trusts, **the Trust is the admissions authority**. Where governors feel that changes would be beneficial, they should contact the MAT, giving sufficient time for the Board to meet to discuss and organise a consultation if necessary.

Voluntary Controlled:

Where voluntary controlled schools do not simply adopt the LA admissions criteria but have religious commitment as oversubscription criteria in their policies, we need to be consulted on changes and sent copies of determined arrangements.

School or Academy Websites:

You must publish a copy of your proposed admissions arrangements – including the proposed PAN – on your website throughout the consultation period, together with details of the person at the school/academy to whom comments may be sent and the areas on which comments are sought. For details of who to consult with, please see page 18 of the admissions code <https://www.gov.uk/government/publications/school-admissions-code--2>

Requirement to consult every 7 Years:

Schools/academies are required to consult at least once every seven years, even if there have been no changes. Where schools/academies do not intend to change their arrangements, we still require them to be sent to the diocese annually for information, also letting us know the year of the last consultation undertaken.

Determining Admissions Arrangements for 2020/2021

All admissions authorities must determine their arrangements by **28th February 2019**, so please have regard to this date and the processes to go through if changes are being made, so that you can meet the required timetable.

We would ask that you send your proposed arrangements to both the Diocese alison.jacobson@southwell.anglican.org and LA Admissions team well in advance of this date, as it may well be necessary for some changes/additions to be made, to ensure that your arrangements are compliant with the Admissions Code.

Once admissions authorities have determined their admissions arrangements they must publish a copy of the arrangements on their **websites**, displaying the policy for the whole offer year (the school year in which offers for places are made)

The deadline for all Admissions Authorities to send a copy of their determined admissions arrangements to the local authority is **15th March 2019**