

**Mr Jupp, Cabinet Member for Education and Skills**

**March 2021**

**Admission Arrangements for Community and Controlled Schools in West Sussex from September 2022**

**Report by Director of Education and Skills**

**Electoral divisions All**

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**Summary**

The County Council has a statutory duty to consult on community and controlled school admission arrangements each year where there are proposed admission arrangement changes and once every seven years if there are no proposed changes.

A public consultation has been undertaken in relation to a range of proposed changes which would take effect in 2022 for schools in the Chichester, Horsham and Mid Sussex areas and the outcome of this is set out in section 3.

The proposed changes to school admission arrangements for 2022 are outlined in section 2.

**Recommendations**

The Cabinet Member for Education and Skills is asked to approve:

- (1) The redrawn catchment areas for the Chichester Area.
  - (2) The creation of a catchment area for Woodgate Primary School (currently called Warninglid Primary School) to reflect the relocation of the school to a new site, this will also be reflected in the oversubscription criteria of Woodgate Primary school and Colgate Primary School to reflect the federation between the two schools.
  - (3) The division of the current catchment area for Warninglid Primary School at its existing site, between surrounding schools to ensure any children resident in the area are able to receive priority for school places based on the catchment criteria.
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**Proposal**

**1 Background and context**

- 1.1 The County Council is the admission authority for community and voluntary controlled schools in West Sussex. The admission authority for a voluntary aided school is the governing body and for an Academy is the Academy Trust.

- 1.2 All Local Authorities must consult those parties prescribed by the Secretary of State for Education on their admission arrangements for September 2022 by 31<sup>st</sup> January 2021. Arrangements must then be determined by 28<sup>th</sup> February 2021. Any objections must be lodged with the Schools Adjudicator by the 15<sup>th</sup> May 2021.
- 1.3 Admission Arrangements in West Sussex work well, as all children receive an offer of a school place on time; the overwhelming majority (92.3% in September 2020) at the school requested first by their parents.
- 1.4 Alterations to the Admissions Arrangements are required to reflect developments in recent years. These include changes following the Small Schools proposals ([decision CAB05\(20/21\)](#) refers), Academy Trusts changing their oversubscription criteria including the desire to change dual catchment areas in Chichester, along with the local authority.

## **2 Proposal Details**

- 2.1 Catchment changes are being reviewed as part of implementing the [School Effectiveness Strategy 2018-22](#) and Small Schools Project. In the Chichester area there are some shared catchment areas which are historical and do not reflect the current or future needs within the area. It is proposed to make changes, using roads, railway, and canal routes as geographical boundaries, where possible, to make it easier for parents to understand the catchment area that their homes lie within.
- 2.2 It is important that a local authority reflects within the proposal the number of pupils living in the area. To enable this, forecast projections are considered, which include historic data and birth data using the Office of National Statistics as a guide; and by paying due regard to planned housing development. It is acknowledged that there is little certainty in regard to the timing for housing developments being in situ, however we are aiming to provide more clarity for parents in the area in relation to the catchment areas for the schools serving the community and in regard to those developments that are already approved. A school/academy should not be disadvantaged by there being too few children living in the catchment area prescribed, so this forms a substantial consideration when looking at potential changes.
- 2.3 It is important to note that the oversubscription criteria is only used if there are more parental preferences for a school than the number of places available, children that live in the catchment area have greater priority if the school is oversubscribed.
- 2.4 The changes proposed in the Chichester area are as follows: -
  - Fishbourne CE Primary (controlled) school and Parklands Community Primary school - The proposal is to separate the shared catchment area of Parklands Community School and Fishbourne CE Primary (Controlled) school, the area from the Tesco roundabout up to the railway line, where it meets the A27 to move to Fishbourne Community School and the area north of the A27 to remain with Parklands CE Primary school .
  - To change the catchment areas for Kingsham Primary, Lancastrian Infants, Birdham CE Primary (controlled) and North Mundham Primary as follows.

- Change the shared catchment areas between Lancastrian Infant School and Kingsham Primary School and move the lower part of this shared catchment area to Birdham CE Primary (controlled) School, as it is closer to that school.
- The part of Kingsham Primary School catchment area, south of the A27 would be moved to North Mundham Primary School catchment area, which it currently joins.
- Separate the shared catchment area around Stockbridge by the A286 between Kingsham Primary School to the west and Lancastrian Infant School to the east, going south on the A286.
- Change an element of the shared catchment area of Kingsham Primary and Lancastrian Infant, going south down the A286 from The Mill Pond over to Donnington Manor to incorporate in Birdham Primary School's catchment area. And to move the part of Kingsham Primary catchment area, south of the A27 up to the Chichester canal, to North Mundham Primary School.
- To divide Rumboldswyke Infant School's current catchment area between Kingsham and Portfield Primary academies.
  - Following the decision of Baroness Berridge to allow Rumboldswyke Infant School to convert to an Academy with Bishop Luffa Learning Partnership the County Council has been advised that the school no longer intends to have a catchment area. Therefore, the proposal is to give part of the Rumboldswyke catchment area - Florence Road (left hand side) going south down to Bognor Road and across to the A27 to Portfield Primary Academy.
  - To move part of the Rumboldswyke catchment area that runs from the left hand corner of The Hornet, along the B2144 Oving Road up to the junction with Florence Road (right hand side) going south to meet the Bognor Road, then along the north side of the railway line up and along Whyke Lane to the B2144, to Kingsham Primary School catchment area.

## 2.5 To make the following changes related to Warninglid Primary School:

- To create a catchment area for Woodgate Primary School. Further to the approval by Cabinet ([decision ref CAB05\(20/21\)](#)) Warninglid Primary School will relocate from its current site in Warninglid Village to a new purpose-built site at Pease Pottage, Crawley in September 2021. The new school will be renamed Woodgate Primary School and be situated within the Woodgate Housing Development. As the new school is no longer within the current geographical catchment area for Warninglid Primary School, it is necessary to draw a new catchment area for Woodgate Primary School. The new proposed catchment area for Woodgate Primary School has been created using the geographical boundary of the Woodgate Housing Development to allow priority for the children who will live within the development. This does not prohibit people living outside the catchment area from applying for the school, but it does give consideration to Handcross Primary School, a long established school in close proximity to the new school, to ensure that they are not disadvantaged by children currently living in their catchment area being placed in catchment for the new school.

- Change the existing Warninglid Primary School catchment area to reflect the relocation of the school from Warninglid to Pease Pottage - this would involve dividing the current catchment area for Warninglid Primary School between adjacent schools – Holy Trinity CE Primary School, Lower Beeding, St Mark’s CE Primary School, Staplefield and Bolney CE Primary School.

Following the relocation of Warninglid Primary School to its new site at Pease Pottage, the village of Warninglid will be without a catchment school. There are currently no children living in this area who are the relevant age to apply for a school place. In order to address this issue for any children who may require a school place in the future, it is proposed to split the current geographical catchment area (previously attributed to Warninglid Primary School) and extend the catchment area for three local schools whose current catchment areas are adjacent to this area. The area west of Slaugham Lane (shown on the map in appendix 2 in pink) will be attached to the current catchment area of Holy Trinity CE Primary School (Lower Beeding), the area east of Slaugham Lane and north of the B2115 Cuckfield Lane (shown on the map in green) will be attached to the current catchment area for St Mark’s CEP School, Staplefield and the area east of Slaughan Lane and south of B2115 Cuckfield Lane (shown on the map in purple) will be attached to the current catchment area for Bolney CE Primary School.

- To change the oversubscription criteria for Woodgate Primary School and Colgate Primary School in recognition of the federation between the two schools. The decision to move Warninglid Primary School to its new site included plans for the school to federate with another local school - Colgate Primary School. The arrangements for the federation are currently under discussion and will be finalised by the Spring Term 2022. In recognition of the proposed federation, it is recommended that some changes are made to the oversubscription criteria for the two schools to allow priority for children living in the catchment area for Colgate Primary School, who wish to attend Woodgate Primary School to do so and for children living in the catchment area for Woodgate Primary School, who wish to attend Colgate Primary School to do so.

### **3 Other options considered (and reasons for not proposing)**

- 3.1 Other options were considered in discussion with schools prior to the consultation being finalised. The final proposals that were consulted upon reflect the preferred options identified during this pre consultation discussion.

### **4 Consultation, engagement and advice**

- 4.1 Regulations set out who should be consulted about proposed changes to admission arrangements. Consultees include all schools, neighbouring Local Authorities, the Dioceses, and parents. District, Borough and Parish councils were also consulted. The consultation was advertised in the County Times and some other local newspapers and the County Council E-panel and social media.
- 4.2 Consultation took place between 3rd December 2020 and the 21<sup>st</sup> January 2021, to comply with the requirement that the consultation be a minimum of 6 weeks.

The [consultation](#) was made available via the County Council's [Have Your Say website](#).

- 4.3 There were a total of 57 respondents to the consultation. A summary report of consultation responses is provided in Appendix 1. The full analysis is made available to the Cabinet Member for Education and Skills only, to protect individuals being identified and to comply with GDPR legislation.
- 4.4 It seems that respondents were broadly in favour of all the proposals except for the proposed division of the Kingsham Primary shared catchment area with Lancastrian Infant School around the Stockbridge roundabout. As both these schools are now academies, it has been decided that this option will not be pursued

## **5 Finance**

- 5.1 The County Council's admission arrangements are a statutory function, managed by the Pupil Admissions Team. The proposed admission arrangements will be implemented within the existing budget provision for this team.

## **6 Risk implications and mitigations**

	<b>Mitigating Action (in place or planned)</b>
There is delay in the delivery of Woodgate Primary School on the development site at Pease Pottage.	Regular updates to ensure the school build is on track and will be delivered in time. Delivery date September 2021 and the arrangements will be relevant for 2022 Admissions.

## **7 Policy alignment and compliance**

### **7.1 Legal Implications**

The proposals comply with the requirements of the School Admissions Code December 2014 which requires school places to be allocated and offered in an open and fair way. The arrangements are fair, clear, and objective. Parents will be able to understand easily how places will be allocated.

### **7.2 Equality Duty and Human Rights Assessment**

- 7.21 The consultations on the Have Your Say website are specifically designed to help to gather the correct information so that protected groups, and those with protected characteristics, are identified within the data. The impact that the proposals would have on these groups has also been considered and there is confidence that the impact will only be a positive one.
- 7.22 Notifying schools, parents/carers, special interest groups and other interested parties has helped to ensure that there is sufficient data to inform the Cabinet Decision specifically regarding those with protected characteristics.

7.23 The consultation included gathering information on nine protected characteristics including race 'sex 'disability and religion or belief and the documentation has considered the diverse communication needs of the population.

7.24 An equalities analysis of the results of the consultation was undertaken and no significant differences were apparent.

### 7.3 Climate Change

By ensuring catchment areas are more aligned to geographical areas and the populations they serve, this could lead to less use of vehicular transport and encourage more sustainable methods of transport.

### 7.4 Crime and Disorder

Not applicable

### 7.5 Public Health

Not applicable

### 7.6 Social Value

Not applicable

## **Paul Wagstaff – Director of Education and Skills**

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## **Appendices**

Appendix 1 - Analysis of Consultation Responses

Appendix 2 - Maps showing Catchment changes

**Background papers** - None

Analysis of Responses to Public Consultation  
Summary Report

Consultation on School Admission  
Arrangements for 2022/2023

A public consultation exercise was undertaken by West Sussex County Council between 3rd December 2020 and the 21st January 2021, to comply with the requirement that the consultation be a minimum of 6 weeks. The consultation was made available via the County Councils Have Your Say website.

There were a total of 57 respondents to the consultation. The responses are shown below:

The following questions were asked in the consultation:-

Do you have any comments on the Scheme of Co-ordination for starting school/transfer for 2022/2023 changes for non –statutory dates?

There were 26 responses to this question.

9 comments

17 no comments.

Summary

The comments did not relate to the question, they ranged from comments on individual schools' oversubscription criteria to comments on other areas covered in the consultation. There was also a comment on the statutory time scales which the local authority is not permitted to change.

Do you have any comments on the Published Admission Number (PAN) for your school for September 2022 or for any other school? Please include any requests for consideration of a change to your existing PAN in this section.

There were 30 responses to this question

14 comments

16 no comments

Summary

The comments did not all relate to the question, a couple on individual schools, one of these related to another question.

Do you have any other comments on the admission arrangements for 2022/2023?

There were 27 responses to this question

16 comments

11 no comments

Summary

The comments related to individual schools, some relating to other questions. Non directly related to this question.

Do you agree or disagree with the proposed separation of the shared catchment area of Parklands Community School and Fishbourne CE Primary School?

Agree: 7

Disagree:4

Don't Know:46

There were 4 additional comments:

Summary

The majority did not have an opinion but 7 agreed with the proposal. The comments were unrelated to this question.

Do you agree or disagree with the proposed separation of the shared catchment area between Kingsham Primary school and Lancastrian Infant school?

Agree: 6

Disagree:23

Don't Know 28

There were 18 additional comments:

Summary

The majority disagreed with this proposal, mainly those involved with Kingsham School. The comments made were to do with the number of children in the shared area that already attend Kingsham Primary School. That the wider area had schools with no catchments. That Lancastrian Infant School was further away and could benefit from new housing in the north of their catchment area.

Do you agree or disagree with the proposed shared catchment area of Kingsham Primary and Lancastrian Infant moving to Birdham CE Primary (controlled)?

Agree: 20

Disagree:5

Don't Know:32

There were 4 additional comments:

Summary

Largely agreed, additional comments did not relate to the question.

Do you agree or disagree with the proposed part of Kingsham Primary catchment area moving to North Mundham Primary School?

Agree:23

Disagree:6

Don't Know:28

There were 4 additional comments:

Summary

This proposal was agreed, the comments were not related to this question.

Do you agree or disagree with the proposed part of the Rumboldswyke catchment area moving to Portfield Primary Academy?

Agree: 24

Disagree: 5

Don't Know: 28

There were 3 additional comments:

Summary

The was general agreement with this proposal. The comments were unrelated to this question.

Do you agree or disagree to the proposed part of the Rumboldswyke catchment area moving to Kingsham Primary School?

Agree:26

Disagree:2

Don't Know:29

There were 4 additional comments:

Summary

There was general agreement with this proposal. The comments were not related to this question.

Do you agree or disagree with the proposed new catchment area for Woodgate Primary School?

Agree: 11

Disagree:3

Don't Know:43

There were 10 additional comments:

Summary

General agreement to the new catchment area for the school. Some felt the school should start with a PAN of 10 and be reviewed each year which it would be as part of the yearly admissions arrangement and place planning. Some other comments about a neighbouring school catchment which fits with this proposal

Do you agree or disagree with the proposed oversubscription criteria for Woodgate Primary School and Colgate Primary School?

Agree:11

Disagree:3

Don't Know:43

There were 4 additional comments:

Summary

General agreement with this proposal, comments supported this.

Do you agree or disagree with the proposed division of the former Warninglid catchment area to Holy Trinity CE Primary, St Mark's CE Primary and Stapleford and Bolney CE Primary schools?

Agree:13

Disagree:1

Don't Know:42

There were 4 additional comments:

Summary

The was general agreement with this proposal. The comments did not relate to this question.